

MINUTES OF THE EXECUTIVE BOARD MEETING  
NORTHEAST KANSAS LIBRARY SYSTEM  
System Office Lawrence, KS  
March 18, 2010

The regular monthly meeting of the Northeast Kansas Library System was held in the System office of the Northeast Kansas Library System in Lawrence, KS on March 18, 2010. President Ken Woods called the meeting to order at 10:15 a.m.

The President called for additions or deletions to the agenda. Under item c of business, the annual audit was added to the approval of the annual financial reports.

MOTION: Leslee Bowers moved that the consent agenda be accepted as printed. This includes the February 18, 2010 Executive Board meeting minutes, the February 2010 financial reports, and the March 2010 warrants in the amount of \$313,608.59. Marilyn Anderson seconded and the MOTION WAS APPROVED UNANIMOUSLY.

Jim Minges presented his Director's report. He had three main items of discussion.

- 1) Mr. Minges announced to the Executive Board that LibLime has been acquired by PTFS. The press announcement on this fact was released on March 15, 2010. More information will be discussed under the business items.
- 2) The statewide courier service has been experiencing a number of operational problems. Some items have been shipped out-of-state, other items seem to have been delivered to the Postal Service, and some boxes have simply gone missing. The president of Henry Industries will be coming to NEKLS to discuss these situations and establish remedies.
- 3) Mr. Minges presented some marketing publications for review by the Executive Board. One was a marketing publication focused on the mission and funding of the Northeast Kansas Library System in each county, to be presented to County Commissioners in each taxing county. The second was a tri-fold brochure of the NEKLS Strategic Plan for 2010-2012.

The other monthly reports were accepted as printed.

Committee reports were the first item of business.

- 1) Policy – The Policy Committee discussed the Collection Management Policy for the Northeast Kansas Library System. Copies of the policy were given to the Board members and action on the policy will be taken at the next Executive Board meeting.
- 2) Budget – Mr. Minges viewed the budget information that was discussed in the budget committee meeting. If tax revenues remain the same for the 2011 budget year, the proposed budget would have a \$25,000 shortfall. Funding increases could come from two sources – increase the mill levy by .03 mills or taking money from the capital improvement fund. Executive Board consensus was to increase the mill by the small amount necessary.

- 3) Nominating - The final business was a report of the nominating committee by the chair, Emily Baker. The slate of officers of the Executive Board for 2010-2011:

President	Emily Baker
Vice President	Kelley Weber
Secretary	Marilyn Daniels
Treasurer	Leslee Bowers

The current slate of members for the Executive Committee is as follows:

Roger Gormley	1 <sup>st</sup> Term	Doniphan County
Ken Woods	2 <sup>nd</sup> Term	Franklin County
Kim Beets	2 <sup>nd</sup> Term	Wyandotte County
Marilyn Daniels	2 <sup>nd</sup> Term	Governor's Appointee Representative
Thad Hartman	Assumed	Shawnee County
	Term – 2012	

Candidates for Jefferson County and Leavenworth County have yet to be submitted.

**MOTION:** Emily Baker moved that the current slate of officers and the slate of Executive Board members be approved as presented, with the slate of Executive members being placed on the ballot for Spring Assembly on April 22, 2010. Steven Gromatzky seconded and the MOTION WAS APPROVED UNANIMOUSLY.

The second item of business was an update on the Lansing Community Library Charter Ordinance. Mr. Minges and Mr. Woods met on February 18<sup>th</sup> with the Lansing Mayor, the Lansing City Administrator and the Library Director. The current Lansing home rule ordinance does not meeting accreditation standards in the areas of policy, finance and personnel. After discussion, the city will allow NEKLS to review a new home rule ordinance reflecting changes in the following areas:

**Policy** – The Library Board will have sole authority in setting all library policy, excluding personnel policy.

**Finance** – The Library Board would have authority over funds from private sources and a separate corporate identity in order to receive and manage those funds. The City would retain authority over the budget and control of local tax funds.

**Personnel** – The City was adamant about retaining final approval of hiring, discipline and/or termination of the library director. The Library Board could conduct the candidate search, and recommend a person to be appointed, with the City Administrator retaining final approve of the hire. The Library Board could make evaluation/termination recommendations, but the final decisions would rest with the City Administrator.

Lansing Community Library was very poorly funded in 2009 from the local tax base. The per capita income and expenditures were among the lowest of all NEKLS public libraries. This local maintenance of effort was not discussed in the February 18<sup>th</sup> meeting.

The Executive Board reviewed the information Mr. Minges presented in his Lansing Community Library Report and had extensive discussion. Although Lansing Community Library submitted an Accreditation Report certifying compliance in all areas, the fact is that the Lansing home rule ordinance on the library does not comply with the standards in place. Even

with revisions as listed above, a new home rule ordinance will not comply with the accreditation standards developed by the members of the Northeast Kansas Library System.

MOTION: Leslee Bowers moved that a NEKLS development grant for the Lansing Community Library be denied for calendar year 2011 since the library currently does not meet NEKLS accreditation standards in the areas of policy, finance, and personnel, and will not do so in 2011, under proposed revision of their home rule charter. Kelley Weber seconded and the MOTION WAS APPROVED thirteen votes to one opposed.

The 2009 annual financial reports and audit was the third item of business.

MOTION: Wade Edwards moved to approve the 2009 Annual Financial Reports and Audit as presented. Raymond Riley seconded and the MOTION WAS APPROVED UNANIMOUSLY.

The fourth item of business was a legislative update. Mr. Minges discussed the reductions in State Aid likely. Further, he reviewed a copy of HB2685 regarding a concealed carry amendment to the personal and family protection act. The bill is likely not going to pass, especially concerning the fiscal costs involved.

A NExpress update on LibLime was the fifth item of business. In January, the discussion was the PTFS was going to acquire LibLime. In February, the merger was off. During this time, the NEKLS staff made the decision that the open-source version of Koha was preferred, and that a new vendor would be sought. On March 15, 2010, the acquisition of LibLime by PTFS became a fact. If this current situation works out, it will give NEKLS time to grow into taking over administrative management of Nexpress Koha software, requiring only enhancements from a vendor in the future.

The meeting was adjourned at 12:01 p.m. The next Executive Board will be held April 22, 2010, prior to the 2010 Spring Assembly, at 8:00 a.m. in Holiday Inn Convention Center in Lawrence, Kansas.

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Emily Baker, Secretary

ATTENDANCE

Ken Woods	Franklin County	Pamela Tull	Member-At-Large
Marilyn Daniels	Gov. Appt. Rept.	Marguerite Spencer	Leavenworth County
Emily Baker	Johnson County	Roger Gormley	Doniphan County
Leslee Bowers	Jackson County	Raymond Riley	Jefferson County
Laurie Wilson	Nemaha County	M.E. Grosdidier	Member-At-Large

Barbara Blachly	Shawnee County	Wade Edwards	Brown County
Kelley Weber	Member-At-Large		
Steven Gromatzky	Atchison County	Jim Minges	NEKLS
		Laura DeBaun	NEKLS