

**Panhandle Library System Board Meeting**  
**10:30am Tuesday, September 10, 2013**  
**Railway Office Plaza**  
**115 Railway Street, Scottsbluff, NE 69361**

I. Call to Order ~ Quorum Check ~ Set Agenda

The July 19, 2013 PLS Board minutes were discussed and will be typed up by Allison McBride for approval at the November 12, 2013 PLS Board Meeting.

The PLS Board meeting began at 10:30am. PLS Board Members present were Floyd Smith III, Allison McBride, Roberta Boyd, Sara Brennemann, Kendra Caskey, Rick Caudillo, Michele Parks, Dixie Riley, Sue Shaver and Beth Trupp. Also present were Eric Green, Debbie McCall, Pat Gross and Rod Wagner from the Nebraska Library Commission.

II. Election of Officers

Beth Trupp said that, ideally, she didn't want to continue as Vice President, since she has been for the last 5 years. She would like someone to step up and be Vice President. Roberta Boyd said that after much thought and considering the time sensitive nature of many of her work tasks, she feels unable to be president or vice president. Floyd Smith III asked if anyone else would consider being president. Floyd said he would be president if nobody wants to step up. Allison McBride said she would be Vice President. Roberta Boyd said she would be Secretary. Allison McBride was asked if she would be president and she declined because of some issues that still need to be addressed. Dixie Riley moved that the board elect Floyd Smith III for President, Allison McBride for Vice President and Roberta Boyd for Secretary. The motion was seconded by Kendra Caskey. The motion carried. Kendra said Floyd has done an incredible job as president.

PLS Board officers for 2013-2014 are: President Floyd Smith III, Vice President Allison McBride, and Secretary Roberta Boyd. Other PLS Board Members are Sara Brennemann, Kendra Caskey, Rick Caudillo, Michele Parks, Dixie Riley, Sue Shaver and Beth Trupp.

III. Reports

a. District Reports: District A (Sue) No report, asked to report at the next board meeting. District B (Floyd) Floyd Smith III reported Beth Trupp has retired from the Gering Public Library. Floyd said Eric will cover the RDA training in his report. Other District Reports Kendra Caskey reported that tomorrow, September 11, 2013, at 5:00p.m. the Goodall Library is holding a public meeting in the Ogallala city park that is the planned location for their new library. They will be using their architectural plans to stake out the spaces. Kendra said they received a USDA loan option in the amount of \$2.4 million dollars but will also need to raise one million dollars by December 31, 2014. Richard Miller from the Nebraska Library Commission and Eric Green, PLS coordinator, will be attending this event. Sara Brennemann reported the Grant County Library held an open house for their new computer lab. There has been a 20% increase in patron use at the library, and it is felt this is due to the computers. Sara also said they are having a huge bake sale on Halloween with all kinds of goodies. Floyd reported that the Garden County Schools have purchased Alexandria, and he spent a few days helping them move their collection onto Alexandria. They now have one central database which the students can access from home.

b. Committee Reports:

- i. Annual Meeting (Beth & Allison) No report.
- ii. Nominating (Dixie & Sue) No report.

iii. Public Relations (Floyd & Kendra) The PLS sponsored author tour was cancelled for this year due to budget issues. Floyd said we can apply for a grant to have an author tour next year.

iv. Scholarship (Roberta & Michele) Roberta reported receiving one application but wanted clarification of budget allocation prior to any committee action.

v. Technology (Sara & Rick) Sara reported that they have started working on the new technology plan, as it has to be completed annually and the old one has expired. She also asked Eric for his assistance with this project. In addition, the PLS office will be getting new computers this year. There was a brief update on the rebuilt computer project. Floyd said he will limit the rebuilt computers to four. Sara will locate the rebuilt computer form that will be sent to small libraries in need of these computers.

c. PLS Coordinator Report: Eric Green

The coordinator's report was presented in written form. Eric provided clarifications and highlights before asking for questions from the board. Eric reminded the board that he now qualifies to be a signatory on checks. Also, new officers will need to sign the check card.

d. Nebraska Library Commission Report: Rod Wagner

The NLC report was presented to the board in written form. Rod introduced Pat Gross and informed the board that Governor Heineman had just reappointed her to the Nebraska Library Commission for three more years. He informed the board that a task force has been formed to develop recommendations to the Commission about reconfiguring the regional library systems due to budget allocations. Members from our area are Vickie Retzlaff, director of the Grant County Library and Deb Carlson, current chair of the State Advisory Council on Libraries. He also mentioned that the national ARSL conference being held in Omaha was closing registrations at 470.

V. Old business

a. Review Financial Documents / Set Budget

Issues regarding the problems with creating a budget were discussed. Deb McCall, PLS assistant, was not available to answer board members' questions about discrepancies in financial information provided at the Annual Meeting on July 19, 2013; but she was at the budget meeting held by the executive committee on July 11, 2013. That committee's tentative budget was not approved because of the discrepancies. Floyd and Beth have gone through the bank statements item by item finding errors consistently. Rod Wagner again offered the expertise of NLC business manager Sue Biltoft. It was moved by Kendra and seconded by Dixie that we have Sue Biltoft review and correct PLS financials records and prepare a report for the executive committee. She would also meet with one board member, the CPA, Eric and Debbie to review findings in detail so board has exact figures to present an exact budget at the November meeting. Motion carried unanimously on a roll call vote.

VI. Executive Session Board went into executive session until 12:43 p.m.

VII. New Business

a. Annual Meeting Review / Evaluations

Annual Meeting evaluation summary was provided in writing and reviewed by the PLS Board. They indicate that the meeting went well.

b. Any Other new business No additional new business was forthcoming.

VIII. Upcoming Events / Announcements

9-17-2013 Munson book exhibit at Lied Scottsbluff Public Library with free lunch.

9-17-2013 Job- A-Like at Hay Springs High School Library.

IX. Adjournment

The PLS Board Meeting adjourned at 12:50pm. The next regularly scheduled meeting will be Tuesday November 12, 2013 at 10:00 a.m. in the Railway Office Plaza Conference room.

Secretary,

Roberta Boyd