

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

May 15, 2007

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, May 15, 2007 with the following present: Ms. Donna Aldrich, Ms. Barbara Baker, Ms. Jane Eshelman, Mrs. Susan Estes, Ms. Cathy Landwehr, Mr. Gerald Layman, Mr. Tim Moore, Ms. Evelyn Neier, Ms. Nancy Ogle, Ms. Helen Parli, Mr. Rodger Woods, and Ms. Marge Zakoura-Vaughan. Absent: Mr. Tom Engelmann and Mr. Randy Brown.

Staff Present: Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Collection Development Administrator; Julie Linneman, Programming/Outreach Administrator; Larry Vos, Reference Services Administrator; Jennifer Heinicke, Special Projects Librarian; Tracie Partridge, Children's Center Section Manager; Julie Krehbiel, Alfred Branch Children's Librarian; Jamie Prothro, Customer Service Administrator; and Jennifer Allen, Administrative Aide II.

Tracie Partridge, Children's Center Section Manager and Julie Krehbiel, Alford Branch Children's Librarian gave the staff presentation on the summer reading plans. Once again there will be two summer reading programs. The Summer Reading Club is titled "Get a Clue at your Library" and is for birth-17. The participants will set a goal on how many books they think they can read over the summer. When they reach this goal, they will get a bag full of prizes. For children five and under this includes a plush fish, a train whistle, and a wild animal clacker. Ages six and up will receive a magnifying glass, notepad, and a secret message pen set. There are seven sponsors from the community and each participant will also receive coupons from McDonalds, Carlos O'Kelly's, Pizza Hut, Hometown Buffet, Texas Roadhouse, Pump It Up, and the Wichita Wranglers. The other program is "YNK-You Never Know" Teens Read and is for individuals entering sixth through twelfth grade. The participants will keep track of the amount of time they spend reading and for every three hours get to enter a weekly drawing. There will be nine weekly drawings over the summer with 25 weekly winners of small novelty prizes. At the end of the summer, all the weekly entries will be put into a grand prize drawing. One person will win a \$100 visa gift card, two people will win \$50 visa gift cards, and 10 people will win \$20 gift certificates to various organizations. Chipotle will provide free burritos one week and has offered to supply the food at the grand prize drawing. Sonic and Pizza Hut are also sponsors. Both programs are free and registration runs June 1-July 25.

Other free programs this summer include magician Shawn Reida, musicians Thad Beach and "Bongo Barry" Bernstein, and yo-yo spinmaster Brent Dellinger. There will also be activities to coincide with the release of the new Harry Potter book including trivia and a book jacket design contests. Winners will get a copy of the new book and Michael's gift certificates. This year the Children's Programming Team is scheduled to visit 72 schools, an increase over last year, and they will have a booth at Zoobilee on June 2.

Carol Roberts and Gwen Harris are taking the Summer Reading Program and Teens Read on the road visiting local recreation centers, The Boys and Girls Club, and other locations to sign

them up and will bring their prizes to them. They will do bulk loans to local recreation centers that are not within walking distance of a branch library. They also hope to bus some of the kids to the Central Library for a tour.

Tim Moore, President, called the meeting to order at 12:10 p.m., a quorum being present.

Introductions

Cynthia Berner Harris introduced Jaime Prothro as the new Customer Service Administrator replacing Ginny Ray. She comes from the Evergreen branch where she is the Branch Manager. She will temporarily be covering both positions.

Public Comment

Tim Moore presented the Youth Services Staff with the Kansas Library Association Presidential Award for Library Personnel. This award is for the great work they do with the youth of the Wichita community. Across the state of Kansas, approximately 80,000 youth participate in summer reading programs each year. Last year we had about 10,000 participate in our programs, so one in eight kids participating in the state of Kansas is from the Wichita Public Library.

Approval of Minutes

Minutes of the regular meeting held on April 17, 2007 were presented. Susan Estes moved (Baker) that the minutes be approved as submitted. **Motion carried unanimously.**

Finance Committee Report

Gerald Layman moved on behalf of the Finance Committee that the Finance report for April 2007 and the bills be approved as presented on the agenda: General Fund Bills in the amount of \$516,174.56; 2007 Grant Fund Bills of \$61,057.06; Prior Year Grant Fund Bills of \$10,205.04; and Gift & Memorial Fund Bills of \$3,536.85 for a total of \$590,973.51. **Motion carried unanimously.**

Three changes are required to balance the 2007 State Aid Grant. All are minor in nature and are required simply to realign the budget to match expenditures. More detailed information can be provided to anyone who wants it. Mr. Layman moved on behalf of the Finance Committee that the proposed budget revisions be approved as recommended by staff. **Motion carried unanimously.**

Cynthia Berner Harris will be meeting with the City Manager tomorrow to review the department's budget submission.

Operations Committee Report

Nancy Ogle, Chair, gave the Operations Committee report:

The Operations Committee discussed the technology plan at its meeting yesterday. After viewing a demonstration of another vendor's product last week, it was decided that the changed offerings from SirsiDynix might not be the products we want. As we now see, there are probably a lot of better products out there. The Committee recommends that the proposed Technology Plan be accepted with the understanding that some adjustments will be made to acknowledge that in all likelihood we will be asking for Request for Proposals instead of automatically accepting a SirsiDynix migration. Ms. Ogle moved on behalf of the Committee to accept the proposed plan and designate the Operations Committee to review and approve the final draft and changes. **Motion carried unanimously.**

A new procedure for dealing with returned checks has been sent to the Law Department and staff is working on a new policy on filming and photography in the Library.

Planning & Facilities Committee Report

Evelyn Neier, Chair, gave the Planning & Facilities Committee report:

- Beyond the car in Westlink incident, this has been a quieter month for facilities issues. The Westlink windows are still boarded up, but replacement windows are to be received soon.
- A water main broke on the back lawn of the Central Library on May 1.
- The bid process for branch custodial services has been completed and a new firm started work on May 14. Bruce Hebert has done a tremendous job of covering for this vendor vacancy. The Library is lucky to have him on staff. The extra effort of the other employees who helped to take on some of Bruce's work in this interim period is also appreciated.
- The Neville property near Westlink is for sale. The committee held an informational meeting with John Philbrick to learn more about the property, how it might fit the Library's needs, and how it compares to other available parcels in the target area of the expanded west regional library.
- Possibly this summer, the Wichita Public Library and Friends of the Library could help out Greensburg by making a donation of books and taking some Children's Programming to them.

Public Affairs Committee Report

Rodger Woods gave the Public Affairs Committee report:

The following are some of the results from the Legislative session:

- The \$250,000 requested for the interlibrary courier system was not approved.
- The \$431,267 for the separate funding for the statewide reference database was not approved either. KanEd will pick this up, so databases will be available for next year.
- A Data Center full time employee was funded in the amount of \$70,937.
- \$76,500 was approved for the promotion of Talking Books.
- A bill was passed and signed to consolidate the two Library Boards on the state level.

- Plans to highlight one major event each quarter have not gone as expected in relation to the upcoming StoryCorps visit. Although staff was working with the *Wichita Eagle* to publicize the visit, the story has been lost in the ongoing coverage of the Greensburg tornado.
- 9 applications from WSU students have been received for the co-op intern position. Interviews will be scheduled as soon as Jennifer Heinicke returns from vacation.
- With the recent elections, it is time for reappointment. Board members are reminded to communicate with their Council members if they are interested in being reappointed to the Library Board.

Special Committee Reports

Friends of the Library – Helen Parli gave the following information:

- Several good applicants have been received or Storycorps, which is scheduled for June 17 & 18.
- John Roe is the new secretary, replacing Bill Hipsher.
- The Board voted to purchase a materials desensitizer to be used for items being discarded from the library collections and being sold through the Friends.
- Beth Wasson is the new bookstore manager.
- Two Good Samaritan requests were granted.
- Membership is 629 (12 Platinum, 588 Gold, and 29 regular).

Wichita Genealogical Society –Barbara Baker stated that the next meeting is at Alford at 1pm. Jerry Shaw is going to speak on the Osage Indians of Kansas.

Director of Libraries Report

- The River Festival is providing some disruption of service at the Central Library. In spite of promises to ensure access to the street side book return, staff has found the area barricaded on several occasions and has struggled with festival vehicles parking in front of the return. Access in front of the Library will be closed from mid-afternoon on Friday through all of Saturday.
- A proposal for interior signage at Evergreen for Butler Community College is pending approval from the college.
- The Wichita Library Board of Directors advocacy with local elected officials is mentioned in the recently published book, *Library Board Strategic Guide*.

Unfinished Business

None.

New Business

None.

Announcements

- Cynthia Berner Harris, Director of Libraries, has been awarded the Excellence in Public Service award for the City of Wichita. Come congratulate her at the award ceremony on May 24 from 4:30-6pm at the Wichita Art Museum.
- Congratulations to Tim Moore on the adoption of Sydney Claire and to Cathy Landwehr on her upcoming nuptials!

Adjournment

Susan Estes moved (Layman/Ogle) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 12:45 p.m.

The next regularly scheduled meeting will be June 19, 2007.

Respectfully submitted,

Cynthia Berner Harris
Director of Libraries