

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

August 15, 2006

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, August 15, 2006 with the following present: Ms. Barbara Baker, Mr. Randy Brown, Mr. Tom Engelmann, Ms. Susan Estes, Ms. Cathy Landwehr, Mr. Gerald Layman, Mr. Tim Moore, Ms. Evelyn Neier, Ms. Nancy Ogle, Mr. Rodger Woods and Ms. Marge Zakoura-Vaughan. Absent: Ms. Donna Aldrich, Ms. Jane Eshelman and Ms. Helen Parli.

Staff Present: Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Collection Development Administrator, Julie Linneman, Programming/Outreach Administrator; Ginny Ray, Customer Service Administrator; Jennifer Heinicke, Special Projects Librarian; and Lucille Holder, Administrative Aide II.

Guests: Mac McKee and Kirk Jurgensen, Gossen Livingston Associates.

During lunch, Julie Linneman, Programming/Outreach Administrator, talked about the many and varied programs being offered this fall. Calendars were distributed that included children's, teen and adult (Senior Wednesday) programs as well as the Technology Training Center fall class schedule. Among the programs, a Spanish Heritage Celebration will be held, a series of book discussions held on Hispanic authors, a poet from Denver on Hispanic culture, and many other offerings. The Board thanked Julie for her presentation.

Tim Moore, President, called the meeting to order at 12:02 p.m., a quorum being present.

Minutes of the regular meeting held on July 18, 2006 were presented. Tom Engelmann moved (Neier) that the minutes be approved as presented. **Motion carried unanimously.**

Finance Committee Report

Jerry Layman moved that the Finance report for July 2006 be approved as presented on the agenda: Operating Fund Bills in the amount of \$545,591.89; 2006 Grant Fund Bills of \$52,515.79; Prior Year Grant Fund Bills of \$2,387.51; and Memorial & Gift Fund Bills of \$9,103.89 for a total of \$609,599.08, as well as the Financial Report for July 2006. **Motion carried unanimously.**

As part of the ongoing closure of outstanding grant projects, the committee reviewed the following budget revision proposals:

- 2005 State Aid Grant – Realign the personnel and contractual lines to match actual expenditures, with remaining funds added into the library materials and minor office equipment lines. On behalf of the Finance Committee, Mr. Layman moved to authorize the revision to the 2005 State Aid grant. **Motion carried unanimously.**

- 2006 BPH (Blind & Physically Handicapped) Grant – Revision reflects updated projections for expenditures for the two remaining months of the budget and to transfer anticipated savings into the computer equipment budget to assist with costs related to the Regional Library’s migration from the READS system to the KLAS system. Mr. Layman moved, on behalf of the Finance Committee, to authorize the revision to the 2006 BPH grant. **Motion carried unanimously.**

- 2002 State Aid Grant -- Realign budget in order to enable purchase of a \$12,708 software upgrade for library networking equipment required to implement the Envisionware public computer timing and print management system. The amount would be moved from the contingency fund into the commodity budget. Mr. Layman moved, on behalf of the Finance Committee, to authorize the revision to the 2002 State Aid grant. **Motion carried unanimously.**

The City budget is being discussed at today’s City Council meeting. If adopted, the library will see an increase in the materials budget and the security contractor cancelled with the Police Department providing security service at the Central Library starting in 2007.

Operations Committee Report

Nancy Ogle, Chair, gave the Operations Committee report consisting of one item today:

The Memorandum of Agreement for the Planeview Community Library – The annual operating agreement between USD259 and the City of Wichita was included in the Board packet mailing. The City Law Department approved the agreement as to form. The only change from the previous year is that the hours have been shortened from 10 a.m. to 5:30 p.m. to 10 a.m. to 5 p.m. Monday through Friday. Staff at the Colvin School requested the change in hours. Ms. Ogle moved, on behalf of the Committee, to endorse the proposed revision to the operating agreement for the Planeview Community Library and to direct staff to forward the agreement to the City Council for approval. Mr. Layman stated that he struggled with this agreement for several reasons – feels that the library is not being used; closing time is 5:00 p.m.; not outreaching; and the superintendent promised a new door making access to the library easier but the new door has not been in place. He said he would abstain from voting. Mr. Brown suggested sending a message to the school district regarding these issues. Ms. Zakoura-Vaughan stated she would abstain from voting also, but for differing reasons. She remains troubled, feeling that we do so little for this high needs community. She sees nothing technically wrong with the agreement, but for philosophical reasons, she would abstain. Ms. Berner Harris clarified that the library entrance issue had changed when the Colvin building was remodeled and expanded, eliminating the building entrance that had formerly been used as the public library entrance. Ms. Estes stated she would vote for it on the reason that the neighborhood needs some kind of service. Mr. Moore called for a vote on the motion. **With eleven members present, motion carried with nine votes (two abstaining – Layman and Zakoura-Vaughan).**

Planning & Facilities Committee Report

Barbara Baker, Chair, gave the Planning & Facilities Committee report:

- The upholstery project at Central is underway. The side chairs in the Board Room are part of those that have been completed. The new armchairs for the Board Room table were received with defects. Scott Rice, the company through whom the order was placed, is working with the manufacturer to correct the problems.
- Rockwell continues to have vandalism with more egged windows and theft of the book drop signs.
- At the Director's DAB 5 presentation recently, there were comments that WSU basketball fans remain unhappy about the library's effort to 'take back the parking lot' at Maya Angelou. Before the next basketball season begins, library staff will meet with the Beat 44 community police officer to find a better way to enforce access during library hours while allowing basketball parking when the library is closed.

Public Affairs Committee Report

Randy Brown, Chair, gave the Public Affairs Committee report.

- Jennifer Heinicke, Special Projects Librarian, has joined the marketing team for the first ever Kansas Book Festival to be held Friday, Sept. 29, 9 a.m. to 3 p.m. and Saturday, Sept. 30, 9 a.m. to 5 p.m. Jennifer cited the poster on the wall for the event. Billboards are going up showcasing the event. She will soon be in receipt of 10,000 bookmarks promoting the event. Ms. Berner Harris cited some of the programs and exhibits: Buck O'Neill; Robert Day, author of "The Last Cattle Drive;" Kansas City blues artist Queen Bey; Indian dancers; American Indian storytelling; and other programs will be featured. A gala event will be held at Exploration Place Friday, Sept. 29, 8 p.m. to 11 p.m. – "The Black, White and Read All Over Ball." Board members will receive invitations. The Book Festival will be an opportunity for us to promote the library, our programs and services. We will be one of the exhibitors and will distribute information on our fall programs and library cards.
- We will be doing the same at the conclusion of the August 25 "Library Night at the Wranglers."
- Legislative advocacy-wise, the Kansas Library Association's Governmental Affairs Committee will begin planning for the 2007 agenda after September 1.

Special Committee Reports

Friends of the Library – In Helen Parli's absence, Ms. Berner Harris gave the following information:

- To celebrate the 15th anniversary of the Bookstore, the Friends are holding a special sale Sept. 23-24.
- The Friends are owed a thank-you for picking up the balance between the amount we had in the Levand summer reading program grant and the cost of the self-help network providing telephone survey follow-up at Alford and Rockwell. The Friends are also applying for a grant from the Wichita Community Foundation in the amount of \$10,000

that they would match with additional resources. This would be used to purchase a self-check machine at the Westlink Branch Library. The first self-check machine was installed at Alford last month.

Library Foundation – No report.

Wichita Genealogical Society – No report.

Director of Libraries Report

A special plaque was shown that honors the memory of deceased co-worker Ed Brown who was our Custodial Worker. The Fall 2006 recipient was Circulation Manager Ofonime Ikpe. The selection is by nominees from co-workers or supervisors. The Team then selects the winner.

Full Board packets were sent as usual; however, this was the first month Board members with e-mail also received electronic copies of packet information. Board members were asked to express their interest in obtaining both or one instead of the other.

Unfinished Business

Master Plan

The Planning & Facilities Committee reviewed and recommended for formal approval by the Board a master plan for library facilities. The plan is as follows:

By 2011: Create a new 135,000 s.f. Central Library in the core area of the City.

By 2013: Replace the current Westlink Branch with a 25,000 s.f. Regional library in the general area of the present location (incorporating the current Orchard Branch).

By 2016: Create a new 7,500 s.f. Neighborhood branch library for southeast Wichita in the general area of Pawnee and George Washington Blvd. (relocating and combining the Planeview and Linwood Branches).

Between 2016 and 2021: Create a new 25,000 s.f. Regional library in far east/northeast Wichita (relocating and combining the Comotara and Rockwell Branches).

By 2021: Expand and/or remodel the remaining facilities in the library system (Alford, Maya Angelou and Evergreen) as need and use might dictate.

- No current facilities should be closed until replacement service is in place.
- Selection of sites for any new facilities should be coordinated with Wichita Transit to ensure best access for residents that rely on transit services.
- Encourage library staff to work with other city departments to find new ways to extend access to library services beyond current and proposed library facilities.
- New facilities should be located on or near commonly recognized arterial or collector in order to provide easier visibility and access for users.

Ms. Zakoura-Vaughan stated that every quadrant of the city would have a major library except the southeast quadrant. Ms. Berner Harris stated that the southeast site would have 7500 sq. ft.,

which could be defined as a small district or large neighborhood branch. Ms. Landwehr asked why Westlink was placed behind Central time-wise in the plan. Ms. Berner Harris stated that with continued increases in Century II events and as the Water Walk project is underway, with street closings and parking lots being consumed, the Central library was determined to be placed first. Mr. Moore stated Central has always been our oldest identified need.

Randy Brown moved (Neier) to adopt the updated master plan for library facilities as cited above and to forward the plan to the City Council for endorsement as a guide to development of library facilities through 2021. **Motion carried unanimously.**

Ms. Zakoura-Vaughan wondered if a thank-you was due to the community for their input, as well as to library staff, Board members, and Gossen Livingston staff for their work regarding this plan. Mr. Brown suggested an op-ed piece in the newspaper. Ms. Berner Harris will handle this recommendation.

New Business

Nancy Ogle spoke as Chair of the Nominating Committee consisting of herself, Jane Eshelman and Cathy Landwehr. Ms. Ogle offered the following slate of officers for 2006-2007.

President	Tim Moore
1 st Vice President	Gerald Layman
2 nd Vice President	Nancy Ogle
Secretary	Susan Estes
Treasurer	Cathy Landwehr

As there were no other nominations from the floor, Evelyn Neier moved (Brown) that the slate of nominations from the Nominating Committee be approved by acclamation. **Motion carried unanimously.**

Announcements

Committee assignment preferences for 2006-2007 were collected. President Moore will make appointments so that committees would be in place prior to the September 19 Board meeting.

Adjournment

Gerald Layman moved (Brown) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 12:55 p.m.

The next regularly scheduled meeting will be September 19, 2006.

Respectfully submitted,

Cynthia Berner Harris
Director of Libraries