

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

March 16, 2004

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, March 16, 2004 with the following present: Ms. Donna Aldrich, Ms. Barbara Baker, Ms. Jane Eshelman, Ms. Susan Estes, Mr. Matt Goolsby, Mr. Ed Koon, Ms. Cathy Landwehr, Mr. Tim Moore, Ms. Evelyn Neier, Ms. Nancy Ogle and Ms. Helen Parli. Absent: Ms. Sarah Bagby, Mr. Gerald Layman and Mr. Randy Brown.

Staff present: Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Coordinator of Collection Development; John Ellert, Coordinator of Support Services; Julie Linneman, Coordinator of Programming/Outreach; Ginny Ray, Coordinator of Customer Service; Larry Vos, Coordinator of Reference Services; Seif Al-Shaer, Operations Section Manager; Jennifer Heinicke, Special Projects Librarian; and Lucille Holder, Administrative Aide II.

Also in attendance: Ms. Janice Goudy, League of Women Voters.

During lunch, Julie Linneman, Coordinator of Programming/Outreach, spoke regarding the first adult winter reading program. The program promotes reading to adults. The theme is "Read Your Way Across the USA" with the goal being to read one book set in each of the five regions of the country, or the author being from that region. There were 173 participants as of the end of February. The program will conclude during National Library Week in April when grand prizes will be drawn from the participants who completed the program. The grand prize is a one-night stay for two at the Marriott and a \$50 Visa gift card. Second prize is a \$20 gift certificate to Watermark Books. Miscellaneous prizes are given monthly such as book bags and Gold Card memberships. The feedback has been very positive.

Tim Moore called the meeting to order at 12:08 p.m., a quorum being present.

Minutes of the regular meeting held on February 17, 2004 were presented. Nancy Ogle moved (Aldrich) that the minutes be approved as presented. **Motion carried unanimously.**

Finance Committee Report

Tim Moore presented the Finance Committee report.

Operating Fund Bills in the amount of \$541,068.48; Grant Fund Bills of \$36,510.29; Prior Year Grant Fund Bills of \$5,769.23; and Memorial & Gift Fund Bills of \$3,803.99 for the month of January 2004 were presented, as well as the Financial Report for January 2004. Mr. Moore moved that the Financial Report and bills for January 2004 be approved and payment authorized. **Motion carried unanimously.**

Operating Fund Bills in the amount of \$432,496.47; Grant Fund Bills of \$34,290.09; Prior Year Grant Fund Bills of \$7,504.60; and Memorial & Gift Fund Bills of \$4,615.65 for the month of February 2004 were presented, as well as the Financial Report for February 2004. Mr. Moore moved that the Financial Report and bills for February 2004 be approved and payment authorized. **Motion carried unanimously.**

The Finance Committee discussed the Levand Trust transfer agreement. David Broomfield had managed the Levand Trust until his unexpected death this past January. The Bank of America has agreed to become the new trustee, with the stipulation that the bank be released from liability to institute legal action or suit against Mr. Broomfield as well as from prudent investor investment standards with respect to real estate owned directly or indirectly by the Trust. The Wichita Public Library Foundation Board is in agreement with this action and has recommended approval of this release to all public libraries sharing in the trust distributions. The library benefits greatly from this trust, in effect for 100 years. We are now ten years into that century. Distributions from the Trust made to Wichita will continue to be received and administered by the Library Foundation. Mr. Moore, on behalf of the Finance Committee, moved to authorize the Director of Libraries and Board President to sign the agreement releasing the successor trustee of the Levand Trust from liability for decisions and actions of former trustees. **Motion carried unanimously.**

Operations Committee Report

Nancy Ogle, Chair, gave the Operations Committee report.

- The Operations Manual is in the process of being revised. Jennifer Heinicke, Special Projects Librarian and team facilitator of this project, will be on medical leave from mid-April to late May. Therefore, the date for delivering a draft to the Operations Committee for review may be later than the original June 30 target date.
- A technology plan update is needed every three years in order to qualify for the e-rate discounts. The Operations Committee would like the City's input since our system is so entwined with the City network. The updated technology plan is ready to prepare in draft. The Director will schedule a meeting with the Operations Committee to review a draft of the plan, and, upon approval, bring to the Board for consideration.
- A complaint has been received regarding our meeting room policy. The rental agreement was made with the purpose listed as a bible study group. In a recent "*Wichita Eagle*," there was a large advertisement from Seeds of Faith Ministry matching the room reservation. The complaint stems from the person's belief that since religious organizations do not pay taxes, they should not be allowed to use public facilities. The Law Department has confirmed that we cannot restrict room rentals because of faith-based intent. Current meeting room policy allows use by any individual or group as long as the intent is not for solicitation or fund-raising, is not illegal, and does not disrupt normal library operation. Groups renting meeting rooms are asked to ensure that publicity clearly indicates that the Library is not a sponsor nor endorses those activities taking place as part of the room rentals. Susan

Estes stated she believed the disclaimer was a good idea. Some procedural changes may be made to be sure to know who is really renting the rooms and for what purpose, but no policy changes are deemed necessary at this time.

Jane Eshelman entered the meeting at 12:21 p.m.

Planning & Facilities Committee Report

Ed Koon, Chair, gave the report of the Planning and Facilities Committee.

The Alford Branch is one of four local projects to receive awards from the Association of General Contractors of Kansas. Ms. Berner Harris accepted the award plaque during this morning's City Council meeting.

Due to the rains in the past month, Linwood, Evergreen and Westlink had leakage problems.

Ms. Berner Harris stated that she had been contacted by Martin Hanney, a local architect, who offered a pro-bono consultation with ideas for Westlink branch expansion on a level with Alford. Mr. Hanney's father was one of the two Westlink architects and Martin has previously consulted with the City, and indeed, fixed some of the building problems at Westlink. The Director believes this to be too good an offer to miss, and the Board agreed. Ed Koon stated the Planning and Facilities Committee would be glad to have Mr. Hanney's expertise. Mr. Koon also asked that the City Council members be advised of the Board's recommendation to expand Westlink.

Public Affairs Committee Report

In the absence of Randy Brown, Chair, Ms. Berner Harris gave the Public Affairs report.

Once again, House Bill 2420 (Children's Internet Protection Act) is in the forefront of Public Affairs issues. Our representatives that attended Legislative Day activities did a great job of helping to educate legislators about problems with this bill. The Bill was amended so that the only persons able to bring action against libraries for failure to comply with the intent of 2420 are county and district attorneys. Representative Jim Ward proposed a second amendment saying no public library would be required to comply with the mandate until the state funds the cost of filtering technology. The State Library offers KanGUARD filtering service free of charge. However, some of our workstations cannot use this service because of the way we connect with the City. Subsequently, there would be costs for these workstations due to the City's computer network design. The third amendment was from Representative Myers of Derby to require parents or legal guardians to be present before R-rated videos and DVDs could be circulated to minors (under 18). A concern with this amendment is that this matter should not be included in HB2420. The measure has been referred to the State Federal and State Affairs Committee. Again, everyone is urged to contact their senators to advocate that local boards should handle these matters at the local level with circulation and Internet use polices in place as deemed appropriate for their own communities.

Friends of the Library Liaison Report

Helen Parli, Friends of the Library liaison, reported that the Friends of the Library met March 11. She imparted the following information:

- We are still seeking a bookstore manager.
- Bookstore income was down a little this past month; however President's Day as a City holiday and snowy days may have had something to do with that.
- Larry Romine has won the "Individual Outstanding Friend of the Library" award to be given at the KLA conference.
- A memorial has been approved for former Friends board member Frances Hoggatt.
- Jennifer Heinicke has obtained Century II's approval to display the book sale dates on their marquee.
- The decision was made to skip the November meeting this year as it conflicts with Veteran's Day, a city Holiday, and instead hold a December meeting, which formerly was not held.

Director of Libraries Report

The Kansas Library Association's Tri-Conference 2004 is being held March 31 – April 2. Ms. Berner Harris distributed forms and Trustee-Friends Day activity schedules. She encouraged Board members interested in attending some or all of these events to register today so that we can obtain discounted pricing on registration fees. Larry Romine, Treasurer of the Friends of the Library, will receive the "Outstanding Friend of the Library" award which Ms. Parli mentioned above, during the Friends of Kansas Libraries luncheon. The South Central Kansas Library System will reimburse conference registration fees for all board members that choose to attend conference programs. The Friends of the Library will pay for costs related to the Friends-Trustees luncheon. Eight board members registered.

In preparation for the CIPA July 1 compliance date, the General Reference Section is testing the KanGUARD filtering service. The filtering was placed on half of the workstations. Unfiltered access remains in place on the other half of the workstations. Customers using all machines are being asked to complete surveys about the Internet access. The survey asks patrons whether they felt any services were impacted. Over 200 surveys have been completed. Of these, 14 felt they could tell a difference, but some of these were on machines that were NOT filtered. None asked to have the machines disabled from filtering. The unavailability of instant messaging was the main criticism of our services.

At today's meeting, the City Council will hopefully endorse an application to the Kansas Health Foundation to sponsor an evaluation of the effectiveness of the library summer reading programs. The grant is for approximately \$20,000 to contract with Wichita State University's Self-Help Network. The purpose is to quantify whether children who participate in summer reading actually have better reading skills than children who do not participate. We should know by May 1 if we receive the grant. The evaluation would be done at Evergreen and Westlink branches in our system, as well as four other participating libraries in the county.

We are also working on a partnership with Central Plains Area on Aging and five libraries in the county on a special population grant to improve information services to caregivers.

Because our library serves the homeless population, of which tuberculosis was found in some, the County Health Department and the Centers for Disease Control recommend free TB screening of all library staff and volunteers. Dates have been set up for the County to come to the library to do the screenings.

Unfinished Business

None.

New Business

None.

Announcements

Cathy Landwehr distributed an information sheet regarding the “Urban Speaks Poetry Slam,” a spoken word/poetry competition with music. The event will be held May 11, 2004 at the Mary Jane Teall Theater, 7 to 9 p.m.

Adjournment

Nancy Ogle moved (Aldrich) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 12:48 p.m.

The next regularly scheduled meeting will be April 20, 2004.

Respectfully submitted,

Cynthia Berner Harris
Director of Libraries