

## WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

January 18, 2005

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, January 18, 2005 with the following present: Ms. Donna Aldrich, Ms. Sarah Bagby, Ms. Barbara Baker, Ms. Susan Estes, Mr. Matt Goolsby, Mr. Ed Koon, Mr. Gerald Layman, Mr. Tim Moore, Ms. Evelyn Neier, Ms. Nancy Ogle and Ms. Helen Parli. Absent: Mr. Randy Brown, Ms. Jane Eshelman and Ms. Cathy Landwehr.

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

Also in attendance: George Kolb, City Manager; Kirk Jurgensen and Mac McKee, Gossen Livingston Architects.

During lunch, Julie Linneman, Coordinator of Programming/Outreach, spoke regarding outreach plans for 2005. Carol Roberts, Youth Outreach Librarian, represents WPL at school events, presents story times to pre-schools and home providers; represents WPL on the Parent University Advisory Board, Share A Story, and is working on a literacy grant in cooperation with USD 259. Gwen Harris, Young Adult Outreach Librarian, focuses on middle and high school ages, and works with the Youthville offices, the Sedgwick County Juvenile Center, and is WPL's representative to the Levand Trust, a partnership with other libraries in Sedgwick County for the summer reading program. Besides youth outreach, we offer bulk loans to retirement centers and a homebound delivery service. Talking Books offers those who are unable to read regular print, or have a disability, books through the mail to play on a tape recorder. While we have good youth outreach, we need to find ways to better deliver outreach services for seniors and adults with special needs.

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

Guests Kirk Jurgensen and Mac McKee from Gossen Livingston were introduced.

Minutes of the regular meeting held on December 21, 2004 were presented. Susan Estes moved (Layman) that the minutes be approved as presented. **Motion carried unanimously.**

### Finance Committee Report

Gerald Layman moved that the Finance report for December be approved as presented on the agenda: Operating Fund Bills in the amount of \$802,012.20; 2004 Grant Fund Bills of \$49,946.77; Prior Year Grant Fund Bills of \$10,482.58; and Memorial & Gift Fund Bills of \$1,102.73 for a total of \$863,544.28 for the month of December 2004, as well as the Financial Report for December 2004. **Motion carried unanimously.**

The 2004 end-of-year expenditures came in under budget by \$178,500. The Finance Committee concurred that this was a good balance out of the library's \$6.4 million budget. We also came within 0.5% of meeting our projected revenue for the year. The revenue would have been exceeded had the Library not refunded rent to the Child Care Association during December.

Revisions need to be made to the 2004 State Aid and 2004 SCKLS grant. The revisions will allow these grants to be closed, with the unexpended funds transferred to the library materials fund line. Mr. Layman moved on behalf of the Finance Committee to approve revisions to the 2004 State Aid and 2004 SCKLS grant budgets as proposed by staff.

**Motion carried unanimously.**

*George Kolb, City Manager, entered the meeting at 12:18 p.m.*

Mr. Moore welcomed Mr. Kolb to the meeting.

### **Operations Committee Report**

Nancy Ogle, Chair, relayed two informational items:

- Jay Hinkel, Law Department, has been tasked with the review of the Policy Manual. Since he is working on two federal appellate briefs, which are due January 25, he is unable to begin work on the review until after that date. We hope to have feedback from him by the February meeting.
- Beat 22, the police department area surrounding the Central Library, has a new community police officer who has expressed concern about library use by registered sex offenders. Apparently, for some of them, this might be a violation of their parole agreements. He is working with staff from the Kansas Department of Corrections and their attorneys at the state level to determine how much information about these offenders can appropriately be shared with us. A representative from the library, as well as hopefully our law department adviser, will be meeting with the Department of Corrections staff to talk about ways we can ensure that we are delivering library services while still ensuring that they are not inappropriately using library facilities for ways that could create safety issues for other customers or be parole violations.

### **Planning & Facilities Committee Report**

Ed Koon, Chair, gave the Planning & Facilities Committee report.

- The Planning & Facilities Committee met with representatives from Schaefer, Johnson, Cox and Frey to learn about services that might help with development of the strategic plan for facilities. A meeting with staff from Gossen Livingston Associates is scheduled for early February.
- Signage at the Maya Angelou Northeast Branch library parking lot intended to prevent WSU basketball game attendees from parking has not prevented WSU basketball fans from using this parking lot, but it has allowed library staff to

work with the police to have the cars ticketed on two Tuesday evenings when the library was open. Two enterprising youth from the neighborhood were found “selling” the parking spaces for \$5 a space during the last Tuesday evening game.

- The Dillons store in which Comotara is housed has announced plans to remodel. Entry into the library will be through the produce section rather than the current floral area.
- There has been an increase in graffiti within the restrooms at the Evergreen Branch.
- We are now in the most difficult season for parking conflicts between the Library and Century II events. Staff is braced for additional complaints because of the lack of overflow parking due to the Waterwalk construction.

Tim Moore, President, gave Mr. Kolb an overview of the Board’s process for updating the long-term plan for library facilities. He mentioned that we have signed on to be a partner with the Visioneering Wichita project. Mr. Moore then asked Mr. Kolb to comment on his vision for library service to the community as it relates to this planning process.

Mr. Kolb thanked the Board for the opportunity to be present today and understood the challenges of a strategic plan. He concurred that being a Vision partner was a good start. He acknowledged the need to incorporate consideration of the future of the Central Library because of the many development and enhancement projects underway in the downtown area. A new downtown library would seem to be a likely possibility. He can see how a futuristic modern library facility would fit nicely into the river corridor. We need to attract outside visitors and invest in downtown Wichita. That will involve changes at Century II. As far as a timeframe, Mr. Kolb hopes to have a plan in place by this fall, but noted that approval of the arena by the state legislature remains the first priority. Susan Estes asked Mr. Kolb’s opinion on the perception some of the public may have that downtown is an unsafe area. Mr. Kolb declared the downtown neighborhood to be one of the safest in Wichita; however, he would like to see more light wattage in the area as one way to provide reassurance of this point.

### **Public Affairs Committee Report**

Matt Goolsby, Chair, gave the Public Affairs Committee Report.

- The Director of Libraries submitted the Board’s vision partner application to Suzie Ahlstrand at the Chamber of Commerce. Ms. Berner Harris has asked Ms. Ahlstrand for clarification of the role of the representative from the Board to the process. In the short term, she will act as the representative and distribute information to Board members.
- The Friends of the Library Board has also voted to become a Vision Partner.
- Kansas Library Association Legislative Day will be Thursday, February 17. Board members are encouraged to attend. Mr. Goolsby will be attending, as well as the Director. We will work with the City’s new Government Relations Director as well since issues of library financing are included in the City legislative agenda. Any Board member interested in attending, please advise Ms. Berner Harris.

- The Friends of the Library have offered to host a hospitality suite as part of Legislative Day activities as a tool for library advocacy if the Public Affairs Committee wishes to take the lead.
- A list of members of the Sedgwick County Legislative Delegation was passed around for Board members to indicate whom they would be willing to contact if we have library issues that arise and need advocacy.

### **Friends of the Library Liaison Report**

Helen Parli, Friends of the Library liaison, imparted the following news from the Friends' Jan. 13 meeting:

- Membership is 434, with 387 gold cards, 47 regular.
- One "Good Samaritan" request was approved, and one appreciation note for a request granted was received.
- Friends Board member David Farnsworth will be the representative from the Friends Board to the Visioneering group.
- Olivia Jacobs is a new Board member.
- The by-laws were approved.

### **Director of Libraries Report**

The annual volunteer recognition luncheon will be held Monday, April 18, at Botanica. Judge Deanell Tacha, Chief Judge with the US Court of Appeals, Tenth Circuit, has been invited to be the guest speaker.

We continue to work on a partnership with the Regional Prevention Center for placing their holdings in our catalog system so that people know about the special resources they offer.

As a follow-up to Susan Estes' comment about safety in the downtown area, one of the shelters called to make sure we were open on the worst day of the recent ice storm, so that their shelter could close. This speaks to one role that the Library provides in the downtown area.

As noted at last month's meeting, our main materials jobber, Baker & Taylor, created problems when the wrong account was billed for a large amount of money. This, in turn, created problems with end-of-year budget balances. This problem has perhaps turned into a challenge with a promising opportunity – that is using Brodart as our main supplier. Brodart specializes in schools and public libraries, has a strong collection and has offered to beat other vendors' discounts. They have assigned many of their lead staff to Wichita's account and are providing strong service delivery in the early stages of our transition for purchases.

The Foundation is purchasing space saving shelving for the Westlink Branch. This will help accommodate the booming business at Westlink.

We have an opportunity to partner with the Wichita Public Schools and the Junior League of Wichita on a grant application related to literacy. In concept, our four largest branches

would partner with four Wichita Public schools in their areas. The primary focus would strengthen the school library collections. Students would be encouraged to participate in special spring break programming and in the Summer Reading Club. Working with school test data, we will be able to substantiate whether or not students who read throughout the summer retain reading skills at higher levels than those who do not read outside the school year. If the three partner agencies agree to move forward, the Library Board and City Council will be asked to approve the grant application before it is submitted.

Ms. Berner Harris asked for clarification on what to tell the Friends Board about their offer to underwrite expenses for a reception for state legislators. The consensus was that, although the offer was appreciated and attendance at the Legislative Day is important, a reception is not needed.

### **Unfinished Business**

None.

### **New Business**

None.

### **Announcements**

None.

### **Adjournment**

Jerry Layman moved (Ogle) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 12:49 p.m.

The next regularly scheduled meeting will be February 15, 2005.

Respectfully submitted,

Cynthia Berner Harris  
Director of Libraries