

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

August 17, 2004

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, August 17, 2004 with the following present: Ms. Donna Aldrich, Ms. Sarah Bagby, Ms. Barbara Baker, Ms. Susan Estes, Mr. Matt Goolsby, Mr. Ed Koon, Ms. Cathy Landwehr, Mr. Gerald Layman, Ms. Evelyn Neier, Ms. Nancy Ogle and Ms. Helen Parli. Absent: Mr. Randy Brown, Ms. Jane Eshelman and Mr. Tim Moore.

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

Also in attendance: Ms. Janice Goudy, League of Women Voters; and Jay Hinkel, City Law Department.

In the absence of Tim Moore, President, Gerald Layman, First Vice President, called the meeting to order at 12:10 p.m., a quorum being present.

The Board was privileged to have Mr. Bill Carroll, Business Manager of Sam's Club East, present at today's meeting. Mr. Carroll presented a check in the amount of \$1,750 from the Sam's Club Foundation to the Wichita Public Library Foundation. The literacy grant's purpose is to purchase beginning-to-read books for the Maya Angelou Northeast branch library. Mr. Carroll presented the check on behalf of the 178 employees at Sam's Club East. The Board thanked Mr. Carroll and he departed the meeting.

Minutes of the regular meeting held on July 20, 2004 were presented. Matt Goolsby moved (Aldrich) that the minutes be approved as presented. **Motion carried unanimously.**

Finance Committee Report

Susan Estes moved that the Finance report for July be approved as presented on the agenda: Operating Fund Bills in the amount of \$715,711.76; Grant Fund Bills of \$50,377.86; Prior Year Grant Fund Bills of \$1,562.66; and Memorial & Gift Fund Bills of \$3,586.28 for the month of July 2004, as well as the Financial Report for July 2004. **Motion carried unanimously.**

Operations Committee Report

Nancy Ogle, Chair, had two items for discussion:

- Holiday closing times -- Since Christmas Day is on a Saturday this year, the City is officially observing Friday, December 24 as a holiday. The Director of Libraries recommends the library be closed December 24-26. Only the 24th would be a paid holiday. The two weekend days would be scheduled days off for all staff. The City will observe the New Year's Day holiday on Friday, December 31. The Director recommends closing the library on December 31 and January 1, with regular hours resuming on Sunday, January 2. Nancy Ogle moved (Aldridge) to approve these holiday closings. **Motion carried unanimously.**
- Guidelines for reinstatement of banned customers -- The Director is receiving increasing requests from customers who have been banned for reinstatement of library privileges. There is no adopted policy in place. At present, the Director has been requiring requests to be made in writing and is consulting with the Operations Committee Chair before responding. The Director intends to formalize policy and procedure for handling such requests and has asked the Board for guidance in determining guidelines for making the decisions. Mr. Koon believed that anyone who has made threats against personnel or the building should not be granted reinstatement. He also wondered if the person should be made to appear before the Library Board before granting reinstatement. Ms. Estes felt the threshold should be fairly high and left to the discretion of Ms. Berner Harris and/or have the person appear before the Operations Committee rather than the entire Board. Ms. Neier stated that any outstanding library fines must be paid, and likewise any requirements of the court fulfilled, if there were criminal proceedings. A letter from a psychiatrist might be in order in some cases. Ms. Berner Harris and the Operations Committee will consider these suggestions in drafting a policy for reinstatement requirements.

Planning & Facilities Committee Report

Ed Koon moved (Goolsby) that the Board move into executive session for approximately 15 minutes to discuss attorney client privileged information relating to ongoing litigation, and that the Board will reconvene for regular session in the same location. **Motion carried unanimously.**

Ed Koon moved (Bagby) that the Library Board reconvene at 12:55 p.m.

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

- The current lease with Dillon's for the Comotara Branch Library expires October 31, 2006. John Philbrick, Director of Property Management, negotiated a two-year lease extension. All terms will remain the same as the current agreement. This new agreement will run from 11-01-2006 through 10-31-2008.
- The Rock Road construction did not prove a detriment to accessing the branch library as usage remained unchanged.

- The City Council passed a bonding resolution for public improvements not to exceed \$100,000 for changes to ramps and sidewalks at Westlink and Rockwell relating to ADA compliance.
- The Planning staff will soon complete demographic data needed for projected growth areas in the city. A committee meeting will be held immediately following today's board meeting for preliminary discussion on this item.
- The smoking areas outside Central are in the process of moving from the front entrance to the further north and south sides of the building. The Park Department is re-slating some benches that were in storage and will deliver to us soon.

Public Affairs Committee Report

In Chair Randy Brown's absence, Matt Goolsby gave the Public Affairs Committee Report.

- The Kansas Library Association Legislative Committee is forming its 2005 legislative platform. Focus will be on state funding for library service, maintenance of open records exemptions related to the confidentiality of library customer records, and support for the Smart Start and Kan-Ed initiatives that provide services to local libraries.
- The Director needs to submit to the City Manager's office a recommended list of issues to be considered by the City Council for inclusion in the 2005 City of Wichita's legislative agenda. Each City department submits a list that is then consolidated into the City's agenda. Like the above mentioned, the focus will be on funding for libraries, such as state grants-in aid, interlibrary loan, blind and physically handicapped, and funding for statewide databases. Another item will be to advocate the responsibility of local Library Boards in determining rules for use and delivery of library service, rather than the State Legislature's. An article in today's *Wichita Eagle* was distributed. The article was a letter to the editor from the President of the Kansas Library Association regarding the Attorney General's decision to remove titles and artists from a list of CDs, and a letter from a citizen in support of the Attorney General's action. Ms. Berner Harris stated, as the article did, that library employees would have been pleased to offer feedback on the CDs but that the Attorney General was not required to seek such input as part of the settlement terms.
- The South Central Kansas Library System has scheduled a day of advocacy training in Wichita for November 18. Staff from the Kansas Children's Campaign will lead the discussion.

Jerry Layman talked with regard to library funding. He attended a meeting of the Library Governance Task Force concerning overlapped taxing and problems of the governance of some library boards, in particular in Johnson County. Ms. Berner Harris stated that Kansas's library law has become very convoluted since its inception in 1965. The task force is thinking about a countywide taxing system as an attempt to solve the beliefs that funding is inequitable. Public libraries of any size could create district libraries. The feeling is that in many communities in Kansas the tax base no longer exists within the municipality to adequately fund the library without a heavy tax. Also, service areas are often much larger than the taxing districts. A proposed response is to allow local libraries to submit to the

process of reorganizing district libraries. If created, the library boards would have to be elected because they would be taxing entities. Ms. Berner Harris feels that in parts of Kansas that may be useful. Application of the option for Wichita is not likely although some of Sedgwick County's smaller libraries fear that Wichita would take over as the district library. There is talk about creating urban library systems for the four metropolitan libraries in Kansas – Wyandotte, Johnson, Shawnee and Sedgwick. There are also questions as to what will happen if the Sedgwick County libraries choose to separate from the South Central Kansas Library System and become a single county regional library system. This would likewise impact school, private, medical, university and technical college libraries. At present, the Director says that our strategy is to monitor but not be actively involved in leading the initiative.

Friends of the Library Liaison Report

Helen Parli, Friends of the Library liaison, reviewed the August 12 meeting.

- Bookstore and membership are doing well. Internet sales brought in \$60.
- Sam Knecht resigned as Vice President, with Sharon West named as his replacement.
- Membership numbers: 424 total (370 Gold cards; 54 regular).
- A Good Samaritan case was approved.
- The next meeting is September 9.

Director of Libraries Report

An upcoming press conference at Alford will showcase an Alford youth patron who is a national winner in the KPTS 'Reading Rainbow' contest.

Membership with the Urban Library Council is in place.

Volunteer hours during July translated into being the same as if we had 22 additional full-time employees. This is a huge impact.

We are renewing our relationship with the Regional Prevention Center, formerly the Sedgwick County Drug and Alcohol Abuse Library, and establishing a procedure as to how to update their library holdings in our library catalog.

With the threshold of accounts turned over to collections changing from \$40 to \$25, Ms. Berner Harris asked if the Board would like to receive accounting reports about the impact of the change. The Board determined that quarterly reports would be fine.

Ms. Berner Harris asked for authorization for her and the President of the Board to sign a contract with the Levand Trust to continue the summer reading program partnership. Our budget submittal from the Levand Trust would be \$37,935. Barbara Baker moved (Neier) to authorize the Director and President to sign the Levand partnership contract. **Motion carried unanimously**

The Director also asked for authorization to sign a project proposal for “Changing the Face of Medicine: Celebrating America’s Women Physicians.” This is a traveling exhibit of the American Library Association and the National Library of Medicine. If granted, we would host this exhibit in 2006 or later. The Sedgwick County Medical Society has already expressed support. Cathy Landwehr moved (Aldrich) to approve the Director’s authorization to apply for the exhibit. **Motion carried unanimously.**

Unfinished Business

None.

New Business

Susan Estes spoke as Chair of the Nominating Committee consisting of herself, Jane Eshelman and Helen Parli. Ms. Estes offered the following slate of officers for 2004-2005.

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

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

Committee assignment preferences for 2004-2005 were distributed. The list of committee assignments will be distributed at the September 21 Board meeting.

Announcements

None.

Adjournment

Matt Goolsby moved (Baker) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 1:28 p.m.

The next regularly scheduled meeting will be September 21, 2004.

Respectfully submitted,

Cynthia Berner Harris
Director of Libraries