

## WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

May 16, 2006

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, May 16, 2006 with the following present: Ms. Barbara Baker, Mr. Randy Brown, Mr. Tom Engelmann, Ms. Jane Eshelman, Ms. 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: Ms. Donna Aldrich.

Staff Present: Cynthia Berner Harris, Director of Libraries; John Ellert, Support Services Administrator; Julie Linneman, Programming/Outreach Administrator; Jennifer Heinicke, Special Projects Librarian; and Lucille Holder, Administrative Aide II.

Guests: Mac McKee and Kirk Jurgensen, Gossen Livingston Associates; Myrna Hudson, League of Women Voters; Brent Wistrom, *The Wichita Eagle*; Gillard Cohen, former Library Board member.

During lunch, Tracie Partridge, Children's Room Section Manager, talked about the summer reading programs. This year's summer reading theme is "Paws, Claws, Scales and Tales." The children, for age birth to 17, set goals for how many books they want to read during the program that runs June 1 to August 4. Upon accomplishing their goal, they receive prizes, among them gift coupons from Pizza Hut, McDonald's, Carlos O'Kelly's, Back Yard Burger, Texas Roadhouse, Home Town Buffet, and the Wichita Wranglers. The Teens Read theme is "Creature Feature," and is for teens entering grades 6 through 12. The teens keep track of the amount of time they spend reading. For every three hours of reading, they get to enter a weekly drawing. There are nine weekly drawings and 25 winners a week, which makes 225 winners over the summer. One lucky person will win \$100 to the mall, two will receive \$50 to the mall, and ten others receive various prizes. Posters, 67 school visits, and web pages have been designed to promote the program. We predict another good summer for the program. The Board thanked Tracie for her presentation.

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

Minutes of the regular meeting held on April 18, 2006 were presented. Nancy Ogle moved (Layman) that the minutes be approved as presented. **Motion carried unanimously.**

At this time, Mr. Moore called for discussion on the library master planning process, specifically the base options 1 - 6 given at the Library Board workshop on May 10 at Gossen Livingston Associates. Before asking for brief comments from each Board member, he charged Public Affairs with coming up with a plan to set up informational meetings for the public. The charge for the Planning & Facilities Committee is obviously what works best. The following were comments from individual Board members.

Helen Parli – Expressed disappointment for District III, that the area was slighted in representation.

Jane Eshelman – Agreed with Helen, that we are disenfranchising the already disenfranchised. Had particular concerns with Maya Angelou, her local library, and about Planeview, since transportation is a barrier to some for accessing branch libraries further away.

Susan Estes – Felt the options were a point of which discussion can launch, but is concerned about servicing those who are less able to help themselves.

Rodger Woods – Had concerns about the southeast quadrant not being served, and at the same time realized the need to look at long-term vision where the population is shifting.

Cathy Landwehr – Concerned about promoting urban sprawl and/or abandoning current growth areas. Would take out options 2 and 3 because she believes in a large Central library.

Marge Zakoura-Vaughan – Deeply concerned and saddened at recommendations. Priorities should be to have a good library system that serves all. She is in favor of those who most need the service, particularly those economically and socially limited in their ability to get outside their communities. Need to have a strong Central presence and in all parts of the city.

Tom Engelmann – Believed the planning process was headed in a good direction and impressed with cooperation between City and Library and the willingness to merge ideas.

Randy Brown – Did not think any of the options are sellable. The least objectionable is number 6, but from a public relations standpoint, he felt we cannot possibly do any of these options. Believes we need to have a large Central facility.

Nancy Ogle – Echoed comments that we cannot consider any option that doesn't include a large Central library. Be cognizant of people getting to facilities.

Evelyn Neier – Thought that not one of the options would be the exact thing, but would have to be a hybrid of several options. Still need strong Central library centrally located. Felt options 1 – 4 would be difficult to approve as southeast and northeast areas not served sufficiently. Would like to see an extended workshop to discuss options in depth.

Barbara Baker – Received one phone call from a woman who had lived in Denver and while there saw its library system close seven branches and replaced with bookmobiles. Should we look into that option more? Need strong Central branch.

Jerry Layman – Would like to get bookmobile back on the drawing board. Would like to see reduction in duplication of services – more interested in future growth. Feels options need to be tweaked.

Tim Moore – One thing to remember is that the idea behind this project was to throw out all pre-conceived notions and gather new data, and thought the planners did a good job. Questions we need to address are: Do we follow the population growth or do we resist it? Do we have small libraries hidden away in neighborhoods (such as Planeview) or move them to more main thoroughfares (Maya Angelou and Alford)? There seems to be a broad consensus for the need to have a Central library, and that there is a lack of service in the southeast quadrant of the city. Mr. Moore called for questions of Mac McKee who was present from Gossen Livingston.

Jane Eshelman asked if Research Partnerships surveyed people specifically from the Colvin/Planeview area. Mr. McKee explained that the preliminary focus groups were random samples of a broad cross section of ethnic groups, ages, income and diversity. They would have to go back and check the addresses; however, no one identified Planeview as a facility that they used. Ms. Eshelman heard concerns that some people do not have transportation to access another library service out of their comfort zone. Cathy Landwehr countered that we have those pockets all over the city and for us to staff and provide services to every neighborhood that has immigrant populations, and/or that do not want to get out of their area, that is not something that we can handle. Randy Brown asked if there was consideration of home deliveries? Ms. Berner Harris stated we have a homebound delivery program. The factor used for granting homebound deliveries is that the person does not have the physical ability to access a library. Ms. Zakoura-Vaughan asked about mailing options for home deliveries, if the recipient had to pay for postage to return the item. She felt that people living in areas that do not have a library facility or post office nearby, lack of transportation and a limited income, would most like not be able to pay for the return of a library item through the mail.

Tim Moore ended the discussion citing two main themes – 1) Locations and 2) Information to the public. He reiterated the charges to the Planning & Facilities Committee and Public Affairs Committees to handle these items respectively.

### **Finance Committee Report**

Jerry Layman moved that the Finance report for April 2006 be approved as presented on the agenda: Operating Fund Bills in the amount of \$517,876.91; 2006 Grant Fund Bills of \$67,620.05; Prior Year Grant Fund Bills of \$17,797.69; and Memorial & Gift Fund Bills of \$5,297.27 for a total of \$608,591.92 for the month of April 2006, as well as the Financial Report for April 2006. **Motion carried unanimously.**

As part of the ongoing closure of outstanding grant projects, a revision was proposed to the 2003 State Aid budget to adjust for previously incurred expenses. The balance will be added to fund lines for computer supplies and office equipment. Mr. Layman moved on behalf of the Finance Committee to approve the proposed revision to the 2003 State Aid grant. **Motion carried unanimously.**

A budget revision was also proposed for the 2005 SCKLS grant. All supply and minor office equipment purchases from this budget have been completed, leaving a balance of \$87.52. Staff proposes a budget revision to realign the supply and equipment budget lines to match the exact expenditures and to transfer the remaining balance into the materials budget. Mr. Layman moved on behalf of the Finance Committee to approve the proposed revision to the 2005 SCKLS grant. **Motion carried unanimously.**

## **Operations Committee Report**

Nancy Ogle, Chair, gave the Committee report.

- The K-9 training held April 21 at the Central Library went well. The Sedgwick County Emergency Management K-9 Search and Rescue team is asking for permission to use the Central Library again as a site for a training drill on June 2. Since this would be an after-hours event, approval by the Board is necessary. Nancy Ogle moved (Zakoura-Vaughan) to approve after-hours use of the Central Library on Friday, June 2, to allow the K-9 Search and Rescue team to conduct training. **Motion carried unanimously.**
- Revisions to the Policy Manual were approved by the Operations Committee and reviewed and edited by the Law Department. Proposed recommendations to policies CIR-001 (Customer Registration), CIR-007.1 (Circulation Parameters) and CIR-013 (Fee Payment) remain as included in board packets. Updated recommendations incorporating edits from the Law Department were made available for policies CIR-006 (Interlibrary Loan), CIR-010 (Lost Items) and CIR-011 (Damaged and Lost Items). In the proposed revisions, if a customer does not return an item within 30 days of the date it is due, the item will be declared 'lost,' a change from the prior 60 days. A higher default was built in to the interlibrary loan policy, increasing from \$40 to \$75. The changes are as follows: raise overdue fees on ILL from 25 cents/day to \$1/day, increase processing fee from \$7 to \$25, and raise default price from \$40 to \$75. Susan Estes asked why an exact charge is not determined from the lending library. Ms. Berner Harris replied the volume within the ILL service prevents us from holding materials from customers until the exact prices might be obtained. Ms. Ogle moved to approve the changes to policies CIR-010 Lost Items, CIR-011 Damaged and Lost Items, and CIR-006 Interlibrary Loan. **Motion carried 12 to 1, with Estes in the negative.**

## **Planning & Facilities Committee Report**

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

- As part of the security evaluations at the Central Library, the Police Department is recommending that changes be made to landscaping to reduce the number of items left in the bushes and to make it easier to see when people are sleeping or hiding in the landscaping. The Park Department will be contacted and asked to assist with an evaluation of the current landscaping and to assist with whatever changes may be required.

## **Public Affairs Committee Report**

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

- Yet another bill has been introduced that would expand the law requiring libraries to block certain Internet content or lose federal funding. The bill titled DOPA (Deleting Online Predators Act) would require schools and libraries to block access

to a broad selection of web content. If passed, the bill would block users from accessing sites like 'MySpace' from schools or libraries, as well as access to a wide array of other content and technologies such as instant messaging, online email and blogs. We will stay tuned.

- The sales tax exemption for Friends of the Library groups passed. This will save the Friends about \$3000 a year.
- The tutor.com and contract increases for Talking Books are believed to have been approved in the Omnibus Bill at the end of the state legislative session although not officially confirmed.

### **Special Committee Reports**

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

- The Friends Board met May 11. Larry Romine, Treasurer, reported another good sales month. John Lavender is seeking help for Saturday in the bookstore.
- Jennifer Heinicke explained the Overdrive.com downloadable audio book service.
- Book bag selections were approved.
- A Good Samaritan request of \$16 was approved.
- Membership consists of 517 total – 475 Gold, 42 regular.
- A book bag and gift certificate was mailed to Representative Geraldine Flaherty as thanks for her help in passing the Friends of the Library sales tax exemption.

*Library Foundation* – None.

*Wichita Genealogical Society* – Barbara Baker stated that a quarterly meeting is to be held this Saturday at Alford. The program will be Scandinavian Research presented by Marsha Stenholm and Fritz Hansen.

### **Director of Libraries Report**

Copies of information on feedback on the master planning workshop were distributed. These included e-mails, *Wichita Eagle* on-line survey and comments, and logs of telephone calls. Statistical and budgetary information was prepared for Councilman Skelton on use of Planeview and Linwood and distributed to Board members as well.

The State Library's downloadable audio book program was released May 1. Preliminary numbers show good usage.

We helped write a grant related to school libraries and children's literacy and the grant was selected for funding by the Junior League of Wichita. The program is titled "Reading Rocks" where library collections in three USD259 elementary schools will be enhanced by \$15,000 each with additional money for public library spring break planning and promotion of the 2008 summer reading program.

In addition to the landscaping issues previously discussed, library staff are reviewing recommendations for changes to interior of the Central Library in order to help improve security monitoring. The “Customer Code of Conduct” and “Internet Acceptable Use Policy” will be reviewed in conjunction with the Police Department personnel to ensure that the expectations for behavior in buildings are appropriately addressed. Possibilities for installation of a video security system and changes to the security guard service remain under discussion.

The Kansas Library Trustee Association says it is our year to provide a representative. A Board member or a former Board member is recommended.

Randy Brown asked if George Kolb, City Manager, had given any feedback to the master planning process. Ms. Berner Harris replied that Mr. Kolb is very supportive of the process and encourages us to continue citizen feedback. There is no news at this time as to the status of Century II expansion.

**Unfinished Business**

None.

**New Business**

None.

**Announcements**

None.

**Adjournment**

Randy Brown moved (Layman) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 1:08 p.m.

The next regularly scheduled meeting will be June 20, 2006.

Respectfully submitted,

Cynthia Berner Harris  
Director of Libraries