

## WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors  
September 15, 2009

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, September 15, 2009 with the following present: Ms. Donna Aldrich, Ms. Melissa Alley, Mr. Tom Engelmann, Mrs. Susan Estes, Ms. Lee Gee, Ms. Evelyn Neier, Ms. Marcia Newton, Mr. Steve Roberts, Mr. Jon Roe, Ms. Kerin Smith, Mr. Randy Yeisley and Ms. Marge Zakoura-Vaughan. Absent: Ms. Jane Eshelman and Ms. Cathy Landwehr.

Staff Present: Jennifer Allen, Administrative Aide II; Cynthia Berner Harris, Director of Libraries; Mary Kay Bird-Guilliams, Collection Development Manager; Rex Cornelius, Interim Digital Services Manager; Jennifer Heinicke, Special Projects Librarian; Julie Linneman, Programming/Outreach Manager; Tammy Penland, Support Services Manager; Jaime Prothro, Customer Service Manager; Larry Vos.

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

As part of an orientation to the Library's organization for newly appointed board members, Tammy Penland gave the staff presentation on the Support Services Division. This division of the Library is responsible for many of the administrative and financial operations of the Library as well as support activities such as the branch courier, supply ordering, coordination of facilities maintenance with the Public Works Department, etc. Ms. Penland passed out an overview of job duties for Support Services staff and reviewed each position, noting that members of this workgroup may already be familiar to most board members because of their interactions and supporting activities for board meetings.

### Introductions

Lee Gee, recently appointed to the Board by Councilwoman Schlapp, was introduced and welcomed to the Board.

### Public Comment

None

### Approval of Minutes

Minutes of the regular meeting held on August 18, 2009 were presented. Evelyn Neier pointed out that under Election of Officers on page 5, the minutes should state that she moved that "the nominations cease and a unanimous ballot be cast for the slate" in order to clarify that an election was held. Steve Roberts moved (Alley) to approve the minutes as corrected. **Motion carried unanimously.**

## **Finance Committee Report**

Marcia Newton gave the Finance report.

Ms. Newton made a committee motion to approve the Finance report for August 2009. **Motion carried unanimously.**

Ms. Newton made a committee motion to approve the Finance bills for August 2009 as presented on the agenda: General Fund Operating Bills in the amount of \$550,121.61; Grant Fund Bills of \$19,272.36; prior year Grant Fund Bills of \$495.39; and Gift & Memorial Fund Bills of \$5,546.05 for a total of \$575,435.41. **Motion carried unanimously.**

The State Library of Kansas has provided a contract for the Wichita Subregional Library for the Blind and Physically Handicapped (Talking Books Section) for a grant award of \$125,592. The contract reflects a 4.37% decrease from the current grant and continues to preclude administrative overhead fees to be paid from grant funds. A proposed budget for the year beginning October 1 was included in packets. Ms. Newton made a committee motion to approve the budget as proposed by staff. **Motion carried unanimously.**

The Library's Social Events and Employee Recognition Team has requested permission to establish a restricted fund to be maintained in the Foundation checking account. Receipts would come from staff donations. Expenditures would purchase flowers or plants for employees based upon strict guidelines (employee hospitalized, death of immediate family member, birth/adoption of a new child, etc). Ms. Newton made a committee motion to recommend approval of the fund and spending policy to the Foundation Board of Directors. **Motion carried unanimously.**

## **Operations Committee Report**

Randy Yeisley gave the Operations Committee Report.

The City has formed a work team to address the H1N1 virus and what would happen if there was substantial absenteeism as a result of it. Staff is waiting on the City Manager's feedback on some policy clarifications. Once that is received, the Library will start working on a department plan. The goal is to have it ready to discuss with the board in October.

## **Planning & Facilities Committee Report**

Tom Engelmann gave the Planning & Facilities Committee report.

Last month a citizen complained to Council members about overnight lighting at the Central Library. Director Berner Harris responded to the citizen and told her about the lighting changes staff is making to save energy and explained the reasons that the building is kept lit overnight. She also told her about the conversation with the Library Board last month and how they wanted to make sure there was enough light for safety reasons. The citizen was not satisfied with that answer and went back to Council after which Councilwoman Miller affirmed the Library's current lighting practices.

Mr. Engelmann stated that work on the Central Library building program continues as details

of preferred adjacencies of spaces within a new building are being resolved with the programming team.

### **Public Affairs Committee Report**

Melissa Alley gave the Public Affairs Committee report.

Next week, the City Council has a workshop scheduled concerning legislative agendas for the upcoming sessions. The Kansas Library Association's Governmental Affairs Committee does not meet until this Friday, but the Director did consult with the committee chair on expected issues and afterwards submitted the following library items to Dale Goter for consideration and presentation to Council:

- State Funding for Libraries - Maintain state funding for library programs and services, including but not limited to: State Grants-in-Aid; the Interlibrary Loan Development Program; statewide subscriptions to electronic resources and services such as Homework Kansas and Heritage Quest; and funding for library service for the Blind and Physically Handicapped (Talking Books).
- Protect the Authority of Local Library Boards - Maintain the authority of local library boards of trustees to establish policies and guidelines for use of materials, programs and services that meet the needs of their local communities. Oppose efforts to mandate statewide rules about access to library materials or about items that may be included in a local library collection.
- Maintain Funding for Kan-Ed - Designate the Kansas Universal Service Fund as the permanent source of funding for the Kan-Ed network.

In addition and as a related issue to State Funding for Libraries, City staff is working with the League of Kansas Municipalities on a proposed agenda item that would create a temporary suspension of maintenance of effort requirements in order for public libraries to remain eligible for state aid. Director Berner Harris does not have details of this yet, but appreciates the fact that staff has found a possible solution that will prevent the Wichita Public Library, and others who receive general funding from their units of government, from being penalized not only by changes to state funding for local government but then by an additional loss of state aid.

The Big Read is getting lots of good press lately from *The Wichita Eagle* and many posters can be seen around town. President Estes added that earlier in the day Vicki Tiaht had been present at the City Council meeting to receive a Big Read month proclamation from the Mayor.

### **Special Committee Reports**

*Friends of the Library* – Marge Zakoura-Vaughan gave the following information:

- The bookstore made \$4,243.30 in August.
- The book sale brought in \$7,205.77.
- The bookstore has been thoroughly cleaned and reopened.
- There are several volunteer slots open.
- Current membership is 936 members, including 29 platinum, 842 gold, and 66 Individual card members.
- One Good Samaritan request was granted.

Ms. Zakoura-Vaughan reminded the Board that Friends Board of Governors meetings are held on the second Thursday of most months at 1:30 p.m. with visitors always welcome.

Wichita Genealogical Society – Marcia Newton gave the following information:

- The Genealogical Society is getting ready to go back to Salt Lake City in October.
- Meetings are held at 1 p.m. on the third Saturday of each month at Alford. The upcoming meeting is on Edgar Allan Poe, how to find your family health history and adoption records.

### **Director of Libraries Report**

Director of Libraries Cynthia Berner Harris reported on the following items:

- The Big Read Kick-off is October 3 from 2-4 pm at the Wichita Art Museum. There will be book give-aways, food, and a performance by Ballet Wichita along with many other activities. The official website is [www.bigreadwichita.org](http://www.bigreadwichita.org).
- Board member Jon Roe's artwork is currently being displayed in the auditorium.
- The roof at Central is leaking in numerous places. Public Works has spent several hundred dollars over the past few weeks trying to fix it, but there are still leaks. Some materials in the Art, Music & Video Section were damaged by the leaks. There were also leaks at the Rockwell and Westlink branches.
- The Central Library and Century II are still having a problem with the homeless sleeping on the grounds. Some of these people are urinating and defecating on the buildings and sidewalks making this a health issue. The Police Department has been working on this but without much success. One idea was to install noise makers around the building. The consensus of the board was that this was not something that should be done due to the disturbance it would cause to the residential areas near the Library. At the same time, however, there was considerable concern shared about the situation and the disruption it creates for the Library. Director Berner Harris was directed to request a meeting with representatives from Century II, the Police Department, the Law Department and some key providers of service to the chronically homeless in hope of more aggressively seeking a solution to this problem.
- All Library branches will be closed on October 12 for inservice training. Board members were invited to participate in the event.

### **Unfinished Business**

None

### **New Business**

A Talking Books Contract is done annually with the State Library of Kansas for service years beginning on October 1 and continuing through September 30. This year's contract is the same as in previous years except it is for less money. Marge Zakoura-Vaughan moved (Roberts) to endorse the contract and service agreement and to authorize staff to forward it to the City Council for approval. **Motion carried unanimously.**

The Wichita Public Library Foundation is organized as a supporting organization of the Library. As such, 40% of the members of the Foundation Board of Directors need to be representatives of the Library with the other 60% identified as public directors. In 2008, the

Library Board passed a resolution delegating nomination of library directors to a nominating committee of the Library Foundation with the recommended slate to be ratified by the Library Board. The Library Director nominees proposed by the 2009 Foundation Nominating Committee are Nancy Ogle to fill the unexpired term of Sarah Bagby for a term continuing through 2010 and Kent Shawver, Former Library Board President and eight year board member, for a new three year term beginning in 2010 and continuing through 2012. Other Library directors includes Tim Moore (term ending in 2011), Cynthia Berner Harris and Susan Estes (both ex officio with voting rights) and Mrs. Estes' appointed director, Randy Yeisley. Steve Roberts moved (Engelmann) to ratify the recommendations of the Nominating Committee. **Motion carried unanimously.**

### **Announcements**

President Estes stated that the packets contain the committee assignments for 2009-2010.

- Finance Committee
  - Marcia Newton – Chair
  - Susan Estes
  - Kerin Smith
- Operations Committee
  - Randy Yeisley – Chair
  - Lee Gee
- Planning and Facilities Committee
  - Tom Engelmann - Chair
  - Donna Aldrich
  - Evelyn Neier
  - Jon Roe
- Public Affairs Committee
  - Melissa Alley - Chair
  - Steve Roberts
  - Jon Roe
- Friends of the Wichita Public Library Liaison - Marge Zakoura-Vaughan
- Library Foundation Board Appointed Director – Randy Yeisley

President Estes announced that she had received word that Mayor Brewer appointed Kellie Hogan to the Library Board during today's City Council meeting. She came highly recommended by Nancy Ogle and Jane Eshelman and is a Lawyer.

The meeting was adjourned at 1:24 p.m.

The next regularly scheduled meeting will be October 20, 2009.

Respectfully submitted,

Cynthia Berner Harris  
Director of Libraries