

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

July 17, 2001

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, July 17, 2001. Mr. Gillard Cohen, First Vice President, called the meeting to order at 12:20 p.m. with the following present: Mr. Ed Koon, Ms. Nancy Ogle, Mr. Karl Peterjohn and Ms. Lois Ruby. Absent: Ms. Sarah Bagby, Ms. Jane Eshelman, Mr. Gerald Layman, Ms. Catherine Landwehr, Ms. Ronda Limon-Lowderman, Mr. Tim Moore and Mr. Kent Voth. Staff present: Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Coordinator of Collection Development; Julie Linneman, Coordinator of Programming/Outreach; Ginny Ray, Coordinator of Customer Service; Larry Vos, Coordinator of Reference Services; Seif Al-Shaer, Operations Section Manager and Lucille Holder, Administrative Aide II.

In the absence of Don Barry, President, Mr. Cohen, First Vice President, called the meeting to order at 12:20 p.m. Mr. Cohen announced that a quorum of the Board was not present; therefore, today would be an informational meeting only with no action taken requiring a vote.

Minutes of the regular meeting of June 19, 2001, and the June Finance Committee report will be deferred for approval at the August 21, 2001 meeting.

Introductions

Ms. Nancy Ogle introduced herself as a newly appointed member of the Board.

Operations Committee Report

In the absence of Tim Moore, Chair, Ed Koon reported on two items:

1. Construction has begun on temporary classrooms to be created within the school library space at the Planeview Branch. Although library staff has been assured by the school principal that there is nothing for the library to worry about, the changes will have an impact on the delivery of public library service and access to the library's computer system.
2. With the recent employment of the two Information Technology support staff members, the plan to migrate IT support from an independent service within the library into the City's organizational-wide support offered by the Data Center will start to receive more formal attention. Plans for the migration will start to take place in late August with full transfer planned for completion by the end of the year.

-

-

Planning and Facilities Committee Report

Gillard Cohen gave the Planning and Facilities Committee report.

A new vendor was contracted for library branch cleaning. The vendor started June 18 and, according to Seif Al-Shaer, Operations Section Manager, the quality and reliability of their service is much improved over that of the former contractor.

The contract for design services for the Alford South Regional Branch was temporarily delayed by projected cost overruns on the fire station portion of the project. Cyndi advised that the City Council approved the contract for architectural design services this morning. Cyndi will be attending a first meeting with the architects this Friday. The new branch is on target to open in March 2003.

Public Affairs Committee Report

In the absence of Kent Voth, Chair, Lois Ruby mentioned only one item, that being to remind Board members to talk with their appointing Council members about the Library's proposed budget before it is adopted in mid-August.

Director of Libraries Report

Cyndi gave an update on Board appointments. At this time, we are awaiting four appointments, one each by Councilman Martz, Councilman Brewer and two by Councilman Lambke.

Last Friday, July 13, the City Manager released his proposed budget to the City Council. Board members were given copies of the Library budget. Cyndi advised the Board of corrections and clarifications about this information. They are as follows:

- Page 55 -- The Wichita Public Library's five operating divisions need to be updated to show the reorganization that took place in January.
- Page 55 -- Concerning the WPL Foundation reaching its goal of raising \$1.5 million in conjunction with a challenge grant from the National Endowment for the Humanities. We are actually \$225,000 short of the needed amount as of this date. Carol Nazar, WPL Foundation Executive Director, is working on a request to allow the Driscoll Piracy collection sale to count towards the matching grant. NEH is taking the position that the sale constituted a violation by selling its own assets and thus the match will be disallowed. In turn, the City is taking the position that the assets belonged to the City of Wichita and not the WPL Foundation. If the money is qualified, then our work will be done. Otherwise, new strategies will be considered. We have until July 2002 to reach our goal.

- Page 55 -- "...in the 2003 Budget Process, to construct two new regional branches in the northern and southern quadrants of the City." This should read one new in the southern quadrant and one remodeled in the northern quadrant of the City.
- Page 56 -- The additional funding for children's books and materials has not been included. Likewise, in 2002 and 2003, the budget will not include a \$100,000 contingency allocation for additional children's book and programs.
- Page 57 -- The additional funding for outreach activities is \$5,000 for summer programs and family literacy activities.
- Page 57 -- Library Budget Summary, shows an increase in the number of employees; however, there are no additional employees budgeted.

Cyndi mentioned that the 2001 Revised budget at this point is .8% below the 2001 Adopted budget due to updated projections in Personnel Services. The 2002 Proposed is a 3.7% increase over 2001 Adopted; 2003 Projected is 2.4% increase over 2002 Proposed. In terms of the Program Options, the budget does include:

- increase in natural gas costs;
- increase in building and contents insurance;
- increase in gasoline costs;
- Alford Branch operating costs are included in the 2003 budget in the General Fund contingency but are not reflected in the library budget;
- North District Branch operating costs also shown as contingency funds for 2002 & 2003.

The Bookmobile, materials security systems at Rockwell and Westlink, and the Internet filtering costs are not recommended in the budget at this time.

If the proposed budget is adopted by the City Council on August 14, the library system will be consolidating Marina Lakes and Minisa into a north district branch in early 2002. Karl Peterjohn suggested the minutes reflect that the consensus of the Board is to endorse the concept of relocating the Minisa and Marina Lakes branches to the 25th and Arkansas site. Ed Koon suggested asking the Planning and Facilities Committee to update the Branch Strategic Plan. With no quorum present, a motion could not be made; however, the Planning and Facilities Committee will meet as soon as possible to make a recommendation to the rest of the Board in regard to the north branch since it is out of sequence in terms of the priorities identified in the strategic plan. The Planning and Facilities Committee will submit a Committee recommendation to the Director who will in turn disseminate to Board members in a special mailing. Copies of the April 20, 1999 "Strategic Plan of the Wichita Public Library Board for Branch Development" were distributed. The priorities as listed then were:

1. Build a larger branch in the south area of the city.
2. Purchase a bookmobile with the necessary equipment and staffing to provide greater access to multiple areas of the city.
3. The expansion and/or relocation of the Westlink branch.
4. The expansion and/or relocation of the Marina Lakes branch.
5. The expansion and/or relocation of the Rockwell branch.

Cyndi explained that a system-wide unexpected computer down time occurred due to operating system problems on our Dynix server. A system upgrade was done during the 36-hour down time period. As a result of this, IT staff are researching options for adding a firewall to protect the library computer systems.

Five people were interviewed for the vacant Special Projects Librarian position; however, none were hired. The position has reopened asking for more marketing and advertising experience.

Information has been presented to the SCKLS Executive Committee on how all libraries in Sedgwick County will be negatively impacted because of the changes to system grants distribution formula. There is a great concern because of the reduction in grant money being allotted.

At July's ALA convention, the WPL Foundation's direct mail campaign received an Honorable Mention (2nd place) in the fundraising section of the LAMA (Library Administration & Management Association) "Best of Show" public relations competition.

Unfinished Business

None.

New Business

None.

Announcements

Gillard Cohen stated that the Nominating Committee will present the proposed slate of officers for 2001-2002 at the August 21 Board meeting.

Adjournment

The meeting ended at 1:04 p.m.

The next regularly scheduled meeting will be August 21, 2001.

Respectfully submitted,

Cynthia Berner Harris

Director of Libraries