

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors
March 20, 2007

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, March 20, 2007 with the following present: Ms. Donna Aldrich, Ms. Barbara Baker, Mrs. Susan Estes, Mr. Gerald Layman, Ms. Evelyn Neier, Ms. Helen Parli, Mr. Tom Engelmann, Mr. Randy Brown, Ms. Nancy Ogle, Ms. Jane Eshelman, and Ms. Marge Zakoura-Vaughan. Absent: Mr. Rodger Woods, Mr. Tim Moore, and Ms. Cathy Landwehr.

Staff Present: Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Collection Development Administrator; John Ellert, Support Services Administrator; Julie Linneman, Programming/Outreach Administrator; Larry Vos, Reference Services Administrator; Seif K. Al-Shaer, Administrative Assistant; and Jennifer Allen, Administrative Aide II.

Guests: David Frain, Executive Director, Wichita Public Library Foundation.

John Ellert, Support Services Administrator, gave the staff presentation on the Central Library first floor remodel. He stated that the changes were initiated as a result of an environmental assessment by the Police Department about ways to better monitor the first floor areas. After studying the issue, it was decided to move the shelving towards the windows and the tables and chairs to the center of the room. This will improve access by allowing for wider aisles along the outside of the rows of stacks. It will also allow staff from the service desks to more easily see what is happening at tables and in seating areas. The work will begin on Monday with a planning meeting and the actual move will start on Tuesday. Portions of the shelving will be inaccessible to the public for about 15-20 minutes while it is being moved.

Gerald Layman, First Vice President, called the meeting to order at 12:15 p.m., a quorum being present.

Minutes of the regular meeting held on February 20, 2007 were presented. Barbara Baker moved (Neier) that the minutes be approved as presented. **Motion carried unanimously.**

Finance Committee Report

Susan Estes moved (Zakoura-Vaughn) that the Finance report for February 2007 and the bills be approved as presented on the agenda: General Fund Bills in the amount of \$466,368.66; 2007 Grant Fund Bills of \$21,210.07; Prior Year Grant Fund Bills of \$2,081.59; and Gift & Memorial Fund Bills of \$2,513.13 for a total of \$492,173.45. **Motion carried unanimously.**

Ms. Estes moved (Neier) that all customers' library cards that have been expired for more than 26 months and with fines owed of less than \$5 be purged from the system. **Motion carried unanimously.**

The budgeting process has started and so far this year we are under budget. The budget analyst has taken a look at our budget and has a few suggestions and questions. Library and budget staff will meet soon to review those issues. Ms. Berner Harris will have a meeting later in the

spring with the City Manager to further discuss the Library Service Adjustment Plans and why they are needed.

Operations Committee Report

Nancy Ogle, Chair, gave the Operations Committee report.

Ms. Ogle reviewed the proposed changes to policy PER-007 to allow a consequence for abuse of the policy. She moved that the committee adopt the policy change. **Motion carried unanimously.**

The library is working with the IT Department staff on the Library's Technology Plan update and hope to meet in April to start the process. The plan must be certified by the State Library before July 1, 2007.

Planning & Facilities Committee Report

Evelyn Neier, Chair, gave the Planning & Facilities Committee report:

- There are still a few graffiti problems at Evergreen and they are working with the Community Policing officers to correct the problem.
- Butler County Community College and Child Start have reached an agreement for a sublease of office space at Evergreen. Ms. Berner Harris suggested that the college be required to keep their inside signage consistent with existing signage. The board agreed that the interior signs should all remain consistent and that the college be given the same leniency as Child Start on the outside signage.

Public Affairs Committee Report

Randy Brown and Cynthia Berner Harris gave the Public Affairs Committee report:

- We are still working on the intern cooperative deal with Wichita State. It might be better to wait until the summer or fall.
- Bryan Frye, Marketing Director at KAKE, contacted Tim Moore and offered his services in helping the Library move towards the accomplishment of the master plan. He considers it a model to be replicated by other units of city government.
- We have submitted a grant application to the City's 2008 cultural arts committee. The intent for this grant is to fund programming costs, which would in turn allow us to redirect dollars to marketing of library programs and services.
- We did a test of some targeted advertising for the Academy Award Shorts programs in the Thursday, Friday, and Saturday WichiTalk section of the Eagle. This appeared to have a great impact as the Art, Music & Video section staff reported a significant bump in calls about the program and the Saturday attendance nearly doubled over previous years.
- In Topeka, we continue to monitor more than a dozen pieces of legislation although a hearing on H2489, a filtering bill that was scheduled for March 21, has been cancelled.

Special Committee Reports

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

- One Good Samaritan request was granted.
- Advertising is being done for a new store manager.
- Membership is 578 (9 Platinum, 539 Gold, and 30 regular).
- The next meeting will be held April 12, 2007.

Library Foundation – The February meeting has been postponed until March 22, 2007.

Wichita Genealogical Society – Barbara Baker stated the WGS meeting was this past Saturday, March 17.

Director of Libraries Report

Key dates:

- Sunday, March 25, at 2:30 at the Central Library there will be another Authors at the Library events with Nancy Pickard. This will be the third Authors program we have had this year. The possibility of doing another targeted audience advertisement was discussed.
- Thursday, April 12, “Sunflower Journeys” will air on KPTS at 7pm. This episode will feature a segment on the Kansas Book Festival.
- Monday, April 16 is the volunteer luncheon at Botanica. In addition to our traditional awards, the event will feature remarks by Jill Docking about the “Books for Life” program that is creating children’s libraries in third-world countries. This is the program our youth librarians are partnering with on training materials. Invitations will be forthcoming, but please mark your calendars.

Not only have we not only submitted the Cultural Arts grant application, but are also working on the 2007-2008 Junior League “Reading Rocks” grant where they promote literacy activities in schools and branch libraries.

The Library is working with Arts Partners in support of a Kansas Arts Commission grant that would fund arts programming for home schooling families with activities to be held in our district/regional branches.

Gwen Toney, our long-time board-meeting caterer, has notified staff that she will be unable to continue without a guarantee of a minimum order of 10 lunches per meeting. Staff asked for the board’s permission in changing to lunches from Toni D’s. We should be able to continue at about the same price but with more flexibility for orders. This suggestion was met with great enthusiasm from the board.

The SirsiDynix company has announced that has stopped work on the version 8 release of the Horizon automation system. This is the product we’ve been working to implement over the past 18 months. We are disappointed, but are coming to realize that there might be some hidden opportunities in this announcement. The company intends to consolidate the Horizon

development with that of the Unicorn system into a single platform for the future. This has the potential to bring all 4 urban public libraries in Kansas onto the same automation system. It would also bring WPL and the Wichita Public Schools onto the same system. The proposed product uses Oracle as its underlying database design. This is the database with which our IT department has the greatest depth of expertise as several of the City's other systems make use of Oracle-based designs. At this point, it appears our choices are:

- Horizon 7.3 – we could migrate to this fairly quickly, but since it is a transitional product, the staff would have to be retrained when we switch to the SirsiDynix follow-on product, currently code-named “Rome”.
- Unicorn 3.1 – this is the product the public schools and all of the Kansas City Libraries are currently using and it runs on an oracle platform-the most popular platform in IT/IS. There will still be a transition to “Rome”, but it is more similar than the transition from Horizon 7.3 to “Rome”.
- Stay on Dynix and wait to go directly to the new “Rome” product. Since this product does not exist in full, establishing a timeline for this option is difficult.
- Regroup and look at other companies – there may not be any that are viable plus the cost would probably be higher since this would be a totally new product instead of an upgrade.

Over the next 60-90 days, we will review these options and be in discussion with SD staff about compensation for expenses incurred toward Horizon migration.

Because of this development, we will be unable to complete our 2007 goal of Horizon implementation. Ms. Berner Harris asked for permission to modify this goal to state: “Make Better Use of Technology to Improve Service Delivery.” Activities to be completed under this goal would include:

- Evaluate suitability of Unicorn 3.1/Rome (Unicorn 3.2) as a match for WPL needs
- Ensure integration of 3rd party functionality
- Update Technology Plan to sustain e-rate funding
- Develop staff competencies in new technologies
- Continue cleanup of databases to facilities migration

By acclamation, the proposed change was approved.

Unfinished Business

None.

New Business

Our library has been selected to receive a \$15,000 videoconference grant from Kan-Ed. We are ready to make the equipment purchases on this. This grant has been deposited in into our 2007 State Aid grant project fund as a reversal of expenditures for minor office equipment. As some components of the system exceed the \$5,000 threshold for commodities, a budget revision is needed to realign a portion of the grant funds into the capital equipment budget. Evelyn Neier moved (Eshelman) that this be allowed. **Motion carried unanimously with Susan Estes abstaining from the vote.**

Announcements

None.

Adjournment

Susan Estes moved (Ogle) for adjournment. **Motion carried unanimously.** The meeting was adjourned at 1:00 p.m.

The next regularly scheduled meeting will be April 17, 2007.

Respectfully submitted,

Cynthia Berner Harris
Director of Libraries