

## WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors

October 16, 2007

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, October 16, 2007 with the following present: Ms. Donna Aldrich, Ms. Melissa Alley, Ms. Barbara Baker, Mr. Randy Brown, Mr. Tom Engelmann, Ms. Jane Eshelman, Mrs. Susan Estes, Ms. Nancy Ogle, Ms. Helen Parli, Mr. Steve Roberts, Mr. Rodger Woods and Ms. Marge Zakoura-Vaughan. Absent: Ms. Cathy Landwehr and Ms. Evelyn Neier.

Staff Present: Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Collection Development Administrator; John Ellert, Support Services Administrator; Larry Vos, Reference Services Administrator; Jaime Prothro, Customer Service Administrator; Rex Cornelius, Electronic Resources Manager; Megan Squires, Marketing Intern; and Jennifer Allen, Administrative Aide II.

Rodger Woods, President, called the meeting to order at 12:01 p.m., a quorum being present.

Mary K. Bird-Guilliams, Collection Development Administrator, gave the staff presentation. She stated that her staff is responsible for the materials in the library – new and existing collections. Half of their work consists of bringing in new materials. This includes setting up new fund lines, selecting materials, purchasing and receiving, and arranging for the cataloging and processing. The other half is taking care of the existing collections. This includes weeding out items in poor condition or that are outdated, providing materials for programs and book discussions, and making cataloging decisions. The division has 16 full-time, one part-time, and one shared employee.

There was no public comment.

Minutes of the regular meeting held on September 18, 2007 were presented. There were no additions or corrections and Steve Roberts moved (Engelmann) to approve the minutes as presented. **Motion carried unanimously.**

### Finance Committee Report

Tom Engelmann moved to approve the Finance report and bills for September 2007 as presented on the agenda: General Fund Operating Bills in the amount of \$575,934.83; prior year Grant Fund Bills of \$11,958.70; 2007 Grant Fund Bills of \$24,743.09; and Gift & Memorial Fund Bills of \$1,442.41 for a total of \$614,079.03. **Motion carried unanimously.**

The Committee also reviewed the EBSCO invoice for the Library's 2008 subscriptions. This is a service which saves countless hours of staff time renewing and managing subscriptions. Mr. Engelmann made a Committee motion to approve payment of the invoice in the amount of \$60,674.88. **Motion carried unanimously.**

## **Operations Committee Report**

Nancy Ogle made a Committee motion to allow the Library to close at 2 pm on Monday, December 24<sup>th</sup> and at 5 pm on Monday, December 31<sup>st</sup>. **Motion carried unanimously.**

## **Planning & Facilities Committee Report**

Steve Roberts gave the Planning & Facilities Committee report along with a slide presentation on the master plan timeline for the Library expansion.

The timeline has changed with the construction of a new Central Library. While the master plan proposed completion of a new facility by 2011, funding in the City Capital Improvement Program budget provides the majority of the \$30,000,000 identified for this project as being available in 2011 and 2012. The site requirements for the new facility were reviewed. These include 5.5-6 acres to allow for construction of a 130,000 s.f. building with 520 adjoining parking spaces within close proximity to bus routes, major streets, the trolley system, and the downtown core area.

The Committee consulted with the City's Property management staff about the availability of city-owned property in and near the core area. They also went out and visually identified sites as being potentially available for purchase and evaluated sites brought to them as recommendations.

The site the Committee has identified as the preferred location is the Watkins property at Second and McLean. It was found to not only meet the site requirements of the master plan but also sits at the entrance of the core business district, has easy access from all directions, high visibility, is easy to find, and is compatible with the neighborhood improvement plan for Delano and the City's improvement plan for the River Corridor.

Mrs. Estes stated that while she liked the site, her degree of like was influenced by the asking price of the property. She asked if it was known what price the seller was asking for the site. Mr. Roberts stated that the price was not known and the City would have to negotiate the price. Mrs. Estes further commented that she has a hard time saying she likes something without knowing the cost. She also stated that she has heard talk about contamination underground and questioned how we get ensured that we are not going to run into problems with this. Mr. Roberts stated that this is part of the due diligence on the part of the City's Property Management.

Mr. Roberts made a Committee motion that the Library Board recommend that the former Watkins Steel Plant site at the southwest corner of Second and McLean be designated as the preferred location of the new Central Library project and that the Board request that the City Council approve the location, initiate the project, and authorize negotiations to acquire the property. **Motion carried unanimously.**

## **Public Affairs Committee Report**

Randy Brown gave the Public Affairs Committee report.

Anticipating a next phase in the Master Plan implementation process, the Committee met and discussed how much and what kind of public engagement would allow the Board to get the most useful information about what Wichitans expect from a new Central Library. Among their ideas are reviewing the feedback previously gathered during the initial planning process but supplementing that with focus group sessions that would represent constituencies to be served by the new facility. Special note was made of the need to meet with core area businesses and current users of the Central Library.

Mrs. Estes suggested that the Nonprofit Chamber and the Independent Living Resources Center be two groups with which meetings be held as each could offer valuable perspectives from those unique segments of the customer base.

Ms. Berner Harris added that she has been asked to schedule presentations on the plan with each of the District Advisory Boards. She expects the majority of these sessions to be held in November and December.

Mr. Brown stated that a news conference about the site selection would follow this meeting and that he and the Director of Libraries would be meeting with the Eagle Editorial Board on Wednesday.

## **Special Committee Reports**

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

- The Friends book sale at the Kansas Book Festival was a big success with final receipts at \$453.25. Out of the numerous boxes of books taken to the festival, only about eight were returned.
- One Good Samaritan request was granted.
- Membership is 679 (17 Platinum, 631 Gold, and 31 Individual).
- The next meeting will be November 8 at 1:30 pm.

*Library Foundation* – Marge Zakoura-Vaughan stated that this was the first meeting she and Mr. Woods had attended. She said that what impressed her the most about this group is that they are a forward thinking group of people who are already looking at what things are going to be needed at the new Central Library that will not be covered with the funds we will be receiving.

*Wichita Genealogical Society* – Barbara Baker reported that the group just returned from a wonderful week of research in Salt Lake City and will be going again next year. The next meeting will be 1 pm Saturday at Alford.

## **Director of Libraries Report**

The Library has narrowed its search for a new library automation vendor down to two

companies. They will be here next Tuesday, October 23<sup>rd</sup>, and the following Tuesday, October 30<sup>th</sup>. Board members were invited to attend the demonstrations.

The Library has received some preliminary feedback on the Kansas Book Festival. Attendance was smaller than it was in the first year, but the quality was higher. The biggest change in attendance appears to be directly related to involvement by the Wichita Public Schools. Although the evaluation process is still underway, dates for a 2008 Festival to be held once again in Wichita have been established.

There were some electrical problems at the Evergreen Branch last week that caused the Head Start site to fill with smoke and causing the Fire Department to respond. On October 15, there was an electrical fire at the Linwood Recreation Center causing that branch to be out of service for part of the day.

### **Unfinished Business**

None

### **New Business**

None

### **Announcements**

Mr. Woods announced that he had received a card in the mail from the Wichita Genealogical Society. Ms. Baker stated that this was for a luncheon at Botanica on November 10<sup>th</sup> in honor of their 20<sup>th</sup> anniversary. There will be a speaker and the cost is \$15 if anyone would like to attend.

### **Adjournment**

The meeting was adjourned at 1:03 p.m.

The next regularly scheduled meeting will be November 20, 2007.

Respectfully submitted,

Cynthia Berner Harris  
Director of Libraries