

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors
May 19, 2009

The regular meeting of the Library Board of Directors was held at 12:00 Noon on Tuesday, May 19, 2009 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. Cathy Landwehr, Ms. Evelyn Neier, Ms. Nancy Ogle, Ms. Helen Parli, and Mr. Randy Yeisley. Absent: Mr. Steve Roberts and Ms. Marge Zakoura-Vaughan.

Staff Present: Jennifer Allen, Administrative Aide II, Cynthia Berner Harris, Director of Libraries; Mary K. Bird-Guilliams, Collection Development Administrator; Rex Cornelius, Electronic Resources Manager; Jennifer Heinicke, Tammy Penland, Support Services Manager; Special Projects Librarian; Jaime Prothro, Customer Service Manager; and Larry Vos, Reference Services Manager.

Guests Present: Dan Meehan, Laura Isenstein and David Warren, HB+M|Providence; Leah Barnhard and Kent Shawver, Wichita Public Library Foundation; Jim Erickson, Gail Fisher, Alvena Hansen, Jay Newton, Larry Romine and Ann Starch, Friends Of the Wichita Public Library; Judy Hall, Wichita Genealogical Society; Kirk Jurgensen and Matt McKee, Gossen Livingston Associates; and Steve Starch.

Nancy Ogle, President, called the meeting to order at 12:00 p.m., a quorum being present.

Introductions

None

Public Comment

None

Approval of Minutes

Minutes of the regular meeting held on April 21, 2009 were presented. Susan Estes moved (Brown) to approve the minutes as written. **Motion carried unanimously.**

Finance Committee Report

Tom Engelmann gave the Finance report.

Mr. Engelmann made a committee motion to approve the Finance report and bills for April 2009 as presented on the agenda: General Fund Operating Bills in the amount of \$544,700.97; Grant Fund Bills of \$42,727.23; prior year Grant Fund Bills of \$1,564.60; and Gift & Memorial Fund Bills of \$8,991.20 for a total of \$596,984.00. **Motion carried unanimously.**

Mr. Engelmann made a committee motion to approve the ReferenceUSA database subscription in the amount of \$26,136. **Motion carried unanimously.**

Operations Committee Report

Jane Eshelman gave the Operations Committee Report.

Ms. Eshelman stated that the committee met last month to discuss the dress guidelines. A copy of the minutes and the dress guidelines were included in the board packets. The dress guidelines were reviewed and found to be adequate. The Operations Committee is recommending no change to the policy.

On behalf of the committee, Ms. Eshelman moved to affirm the current dress guidelines with no changes. **Motion carried unanimously.**

Planning & Facilities Committee Report

Barbara Baker gave the Planning & Facilities Committee report.

The building programming process will be discussed in a workshop immediately after the meeting is adjourned.

Public Affairs Committee Report

Randy Brown gave the Public Affairs Committee report.

The state budget situation is coming into focus and it looks like the Library did a little better than previous thought. The Library has been included in a Community Service Block Grant (CSBG) application where two positions funded by State Aid will be transferred into federal funding for a year. This is part of a stop-gap plan to allow the Library to realign services to offset the reductions in State Aid.

Mr. Brown noted that as Library use continues to increase, this might be a good time to put out a news release to talk about the Library's programs and help promote the Library.

Special Committee Reports

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

- The Friends of the Library met May 14. Everyone was very enthusiastic about the volunteer luncheon.
- More volunteers are needed – even if they can only work one day per month.
- There will be another book sale in early fall.
- One Good Samaritan request was granted.
- Current membership is 889 members, including 29 platinum, 809 gold and 51 Individual card members.
- The next scheduled meeting is June 11.

Library Foundation – Nancy Ogle stated the Foundation board has not met since the last Library Board meeting.

Wichita Genealogical Society – Barbara Baker gave the following information:

- The quarterly meeting was held May 16 with the topic being the Friends University archives.
- The Genealogical Society just returned from a three day trip to the Midwest Genealogy Library in Independence, Mo. A lot of ideas were brought back.

Director of Libraries Report

- The updated CIR-007.1 Circulation Parameters policy was included in packets. The Scope of Services from HB+M|Providence with the building program timelines was also included in packets.
- Two documents were distributed at the meeting today. One was the summary of state funding of libraries. The other was results of a survey from the Arlington Texas Public Library which compiled comparative information about peer libraries, including Wichita Public.
- On today's City Council agenda was the report of the Cultural Arts Committee. The Library Foundation is one of the few organizations scheduled for an increase in funding for 2010.
- Last month staff reported on changing notices from print to email and phone as part of budget reduction strategies. Ms. Berner Harris shared data being collection by staff which demonstrates that the Library now prints only 16% of all notices generated. 15% of those notices must be generated in a printed format because they relate to fee and collection notices, leaving only 1% of the notices possible for electronic or phone delivery still generated in printed formats.
- The Library is working on a public announcement of the Big Read award grant.
- The Library is working on a visit from the Digital Bookmobile which is the Overdrive company's touring promotional service for its downloadable materials. Wichita will be one of two Kansas stops on the tour.
- As part of the budget process, the City has engaged Wichita State University's Hugo Wall Center to conduct an environmental scan of City operations. The preliminary findings report includes three areas where the Library may be asked to participate in service reviews:
 - consolidating branch libraries and/or partnering with other community resources, ensuring service replacement alternatives are viable before closing branches;
 - determining the City's role in fulfilling public computing needs of the community; and
 - reviewing community education coordination among City departments.
- No current board members have been reappointed for new terms. Board members eligible and interested in remaining on the board should communicate that interest to their respective City Council members.

- Six board members will reach term limits on June 30. Their service will be celebrated at the June board meeting.

Unfinished Business

None

New Business

None

Announcements

None

The meeting was adjourned at 12:23 p.m.

The next regularly scheduled meeting will be June 16, 2009.

Respectfully submitted,

Cynthia Berner Harris
Director of Libraries