

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors
November 20, 2018.

The regular meeting of the Library Board of Directors was held on Tuesday, November 20, 2018 at the Advanced Learning Library with the following present: Mr. Lamont Anderson, Mr. David Babich, Ms. Donna Douglas, Mr. Randall Johnston, Ms. Shannon Littlejohn, Mr. Kevin McWhorter, Ms. Tadonne Neal, Ms. Kerin Smith, and Mr. Jonathan Winkler.

Staff Present: Cynthia Berner, Director of Libraries; Kristi Dowell, Customer Services Manager; Cari Eagles-DeVous, Administrative Assistant; Sarah Kittrell, Collection Development Manager; Tammy Penland, Support Services Manager; Julie Sherwood, Partnerships and Community Engagement Manager; Jeff Tate, Digital Services Manager; and Larry Vos, Information Services Manager.

Call to Order

President Kevin McWhorter called the meeting to order at 12:10 p.m., a quorum being present.

Introductions

Director Berner announced that Axel Chacon has been appointed to the board by Mayor Jeff Longwell to replace Kellie Hogan.

Approval of the Agenda

Lamont Anderson moved (Littlejohn) to approve the agenda as published. **Motion carried unanimously.**

Public Comment

None

Approval of Minutes

Minutes of the regular meeting held on October 16, 2018 were presented. Tadonne Neal moved (Babich) to approve the minutes as included in board packets. **Motion carried unanimously.**

Finance Committee Report

On behalf of the Finance Committee, Chair Kerin Smith moved to approve the revenue report and the 204 report of expenditures for October 2018 as included in board packets. **Motion carried unanimously.**

On behalf of the Finance Committee, Ms. Smith moved to approve the report of bills for October 2018 in the following amounts: General Fund operating bills of \$832,720.42; Grant

Fund Bills of (\$29,328.26); prior year Grant Fund bills of \$9,145.03; and Gift & Memorial Fund bills of \$2,976.66 for a total of \$815,513.85. **Motion carried unanimously.**

On behalf of the Finance Committee, Ms. Smith moved to approve a license renewal from NewsBank in the amount of \$19,979 for online full-text access to The Wichita Eagle. **Motion carried unanimously.**

Kevin McWhorter moved (Smith) to receive and file the 2018 Updates to Foundation Spending Policies as included in board packets. **Motion carried unanimously.**

Operations Committee Report

Committee Chair Jonathan Winkler reported that the Operations Committee was inquorate.

Mr. Winkler moved (Douglas) to approve the 2019 Holiday Schedule as included in board packets. **Motion carried unanimously.**

Mr. Winkler moved (Douglas) to approve the requested release of customer information for Library Foundation fundraising. **Motion carried unanimously.**

Planning & Facilities Committee Report

Committee Chair David Babich reported that the digital sign for the Advanced Learning Library has been approved by the City Council and should be installed by the end of the year. A ball from the top of one of the flag poles has fallen off and will be replaced. The ShareICT bike rack has been installed where it was originally recommended, rather than the location requested by the Board. The rack will be moved closer to the flagpoles and away from the building wall.

Staff has received several requests for photos from subcontractors and vendors who would like pictures of the Advanced Learning Library for their company portfolios.

Work on the update to the master plan for branch libraries will begin soon. Members have been selected to serve on the committee. An initial report is expected by the end of February.

Public Affairs Committee Report

Committee Chair Lamont Anderson stated there was no report.

Special Committee Reports

Friends of the Library – no report

Library Foundation – Tom Borrego reported that the Foundation recently held the election of its board members. The election of Library Directors to the Foundation Board was made contingent upon ratification of the nominations by the Library Board.

Jonathan Winkler moved (Neal) to approve Kellie Hogan as a Library Director on the

Foundation Board for a 2019-2021 term. **Motion carried unanimously.**

Wichita Genealogical Society (WGS) – Jim Byrum reported that all monthly and quarterly meetings will start being held at the Advanced Learning Library in 2019. Membership is holding steady. Work continues on 2019 classes.

Director of Libraries Report

Director Berner requested input from the board in reference to the ongoing landscaping issues at the Advanced Learning Library. There has been some concern about the appearance of the lawn and the use of buffalo grass, which saves water but goes dormant earlier in autumn than the cool-season grasses used on adjacent properties. Replacement of the buffalo grass with fescue has been recommended. If implemented, this change will be an additional, unbudgeted expense for the Library and Park departments. It will also require an upgrade to the irrigation. The landscaping is still under contract. Several members of the board expressed opposition to the proposed change. After some discussion, it was the consensus of the Board that it would be premature to replace the turf at the present juncture, and that the buffalo grass should have a chance to grow to maturity with proper care before changes are considered.

The Wichita Public Library Branch Architectural Review was distributed to board members. The report was created by Spangenberg Phillips Tice Architecture and will be a tool in the upcoming branch review process.

While the Advanced Learning Library will continue to use City of Wichita security officers, supplemental security previously provided by Signal 88 will now be provided by Smart Security.

The library has begun recruiting to fill the now vacant Communications Specialist position.

Unfinished Business

None

New Business

Director Berner informed board members that staff has begun work on a proposed policy to guide decisions related to library programming. The Knowledge Center of the Urban Libraries Council was used to identify best practices in programming policies. Documents from multiple libraries across the country were reviewed. To help with continued development of the policy, an outline of components from these policies was created. Board members were asked for feedback about these components, specifically noting what items should be included or excluded from the proposed policy as well as other ideas for information to be included in the policy.

President McWhorter advised board members to review the proposed policy information and to provide staff with feedback in time for it to be incorporated into an updated document to be discussed at the December meeting.

Announcements

Pastor Craig Coffey asked to address the board for a five-minute statement regarding the After Action Review of the Say YAAAS to Reading program. President McWhorter informed Pastor Coffey that in accord with City Council meeting procedures, such statements form part of the public comment section of meetings. Members of the public must request time on the public agenda prior to board meetings.

Four members of the public in attendance asked for copies of the staff report regarding programming policies. Director Berner undertook to provide the copies by email following the meeting. Information about how to request a place on Library Board public comment agendas was to be shared with these citizens as well.

Adjournment

The meeting was adjourned at 12:55 p.m.

The next regularly scheduled meeting will be December 18, 2018.

Respectfully submitted,

Cynthia Berner
Director of Libraries