

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
May 16, 2023.

The hybrid meeting of the Library Board of Directors was held on Tuesday, May 16, 2023 at the Advanced Learning Library with the following present in person: Ms. Abi Boatman, Ms. Rachel Enix, Dr. Justin Henry, Ms. Lauren Hirsh, Mr. Randall Johnston, Mr. Kevin McWhorter, Ms. Shelby Petersen, Ms. Ericka Sauer, Mr. Chuck Schmidt, and Mr. Jonathan Winkler. The following attended virtually: Ms. TaDonne Neal and Dr. Maaskelah Thomas.

Call to Order

Kevin McWhorter called the meeting to order at 12:04 p.m., a quorum being present.

Approval of the Agenda

Shelby Petersen moved (Hirsh) to approve the agenda as published. **Motion carried unanimously.**

Public Comment

None

Staff Presentation

Director Nix and Communications Specialist Sean Jones presented information on the Wichita Public Library Demographics Project, which seeks to identify the most underserved demographics in the community with a view toward increasing library use throughout 2023 and 2024, growing cardholders from 52% to 75% in the next five to seven years, and better promoting services to specific demographics that do not already use them. Each library location has a set of three underserved demographics within its service area that have been selected on the basis of their representing the richest opportunities for improvement in terms of households being reached and using library services.

Elements of the project include developing strategic programming for each location that will appeal to the targeted market segments, creating individualized marketing and communication plans for each branch and service area, and collecting data based on circulation and facility use.

Strategic agendas will be developed from spring 2023 through winter 2023-2024. Marketing campaigns for each branch as well as exploration of programming opportunities and partnerships will happen in fall 2023. An updated report and study of the service changes will follow in April 2024.

Approval of Minutes

Minutes of the regular meeting held on April 18, 2023 were presented. Chuck Schmidt

moved (Petersen) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

Director Nix reported that the leadership team continues to search for and evaluate options for accommodating a potential cut in the 2025 operating budget. Staff has found it challenging to meet the goal of cutting \$450,000 without drastically affecting services or library hours of operation. The current sequence of action with the City of Wichita is to finalize the 2024 budget by summer, take a short break, and then dive into figuring out the 2025 budget.

New Business

None

Finance Committee Report

On behalf of the Finance Committee, Chuck Schmidt moved to approve the April finance report and supplemental bills in the following amounts: General Fund bills of \$847,857.96; Grant Fund Bills of \$4,988.11; and Gift and Memorial Fund bills of \$17,049.00, for a total of \$869,895.07. **Motion carried unanimously.**

Dr. Henry left.

On behalf of the Finance Committee, Chuck Schmidt moved to approve the annual subscription for StackMap in the amount of \$13,522 per year for a three year agreement as recommended by staff. **Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to approve the subscription to ChiltonLibrary in the amount of \$19,000.00 as recommended by staff. **Motion carried unanimously.**

Operations Committee Report

Jonathan Winkler reviewed a series of policy updates recommended by staff. These included:

- 1) CIR-001 Customer Registration
- 2) CIR-002 Address Checks
- 3) CIR-003 Account Associations
- 4) CIR-004 Issuing Cards to Tour Groups and Classrooms
- 5) REF-002 General Equipment Available for Customer Use
- 6) CUS-001.2 Suspension of Privileges for Health and Safety Reasons
- 7) CUS-008 Advanced Learning Library Teen Space (new)

On behalf of the Operations Committee, Mr. Winkler moved to approve revisions to the policies as proposed by staff. **Motion carried unanimously.**

A review and affirmation of the Library’s Internet Access and Acceptable Use Policy is required at least once every three years for compliance with the Kansas Children’s Internet Protection Act. On behalf of the Operations Committee, Mr. Winkler moved to affirm REF-004 Internet Access and Acceptable Use Policy and to direct staff to report completion of the policy review to the State Library of Kansas. **Motion carried unanimously.**

Planning & Facilities Committee Report

Director Nix reported that the Westlink Branch has closed to begin renovations and the temporary location is being readied for a late May opening. A presentation on the Westlink design will be given to staff and the public on May 17 at the Advanced Learning Library.

Public Affairs Committee Report

Ms. Boatman discussed the Urban Library Council’s statement on summer reading, which stresses identifying and serving underserved populations especially during winter months. The committee discussed how to better assist these communities within the Wichita area, opportunities for the book bus, and advocacy awareness by providing inclusive services.

Special Committee Reports

Friends of the Library – Andrea Glessner reported that the volunteer luncheon hosted in April was a success, as was the May book sale. The next sale will occur in August. The Friends have been working with the Wichita State Shocker Ad Lab to develop advertising and social media outreach. The Friends Board continues to search for a new President.

Library Foundation – Kristi Oberg introduced Jennifer Keller, the Foundation’s new project coordinator. The Kansas Community Tax Credit application has been submitted early. The Lattner Foundation is giving \$25,000 to support Internet hotspots for the Library, while the Goebel Star Foundation is still mulling a donation amount.

Wichita Genealogical Society (WGS) – No report.

Director of Libraries Report

Director Nix announced that Sean Jones received the Excellence in Public Service Award from the City of Wichita for his outstanding work in public service.

The City Council has approved the RFID tagging contract. Work will begin later in the summer as the Library’s reading programs for the season wind down.

The Summer Reading Program kicked off with early registration opening on May 1 with over 1500 registrations so far. Community interest in the first ever Adult Summer Reading Program has been high.

The book bus should be ready in a few weeks for Kansas Truck to outfit. Preliminary art work has also been received. Once the book bus arrives, it should take only a few further weeks to prepare for library service.

The Mayor's Youth Council has adopted the Little Free Library near the DCF offices in southeast Wichita. This is among the Little Free Libraries that are the hardest to keep filled.

Announcements

None

Adjournment

The meeting was adjourned at 1:08p.m.

The next regularly scheduled meeting will be June 20, 2023.

Respectfully submitted,

Jaime Nix