

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
October 21, 2025.

The hybrid meeting of the Library Board of Directors was held on Tuesday October 21, 2025 at the Advanced Learning Library with the following present in person: Ms. Lauren Hirsh, Mr. Kurt Oswald, Mr. Chuck Schmidt, Ms. LewJene Schneider, Ms. Susie Ternes, and Mr. Jonathan Winkler. The following attended virtually: Ms. Sarah Balderas, Ms. TaDonne Neal, Ms. Brandi Newry, and Ms. Karyn Shorter.

Call to Order

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

Introductions

Director Nix introduced LewJene Schneider, who has been newly appointed to the Board by Councilmember Glasscock.

Approval of the Agenda

Kurt Oswald moved (Ternes) to approve the agenda as published. **Motion carried unanimously.**

Staff Presentation

Sarah Kittrell, Collection Services Division Manager, provided statistics on circulation of library materials from 2019 to 2025 inclusive. Due to the COVID-19 pandemic and branch closures for renovation, 2019 was the last full year of normal library operations. It is expected that 2026 will be the first year in which the library maintains normal opening hours at all locations.

For 2025, the most popular physical collections are children's picture books, fiction, nonfiction movies, and children's fiction. These five categories account for 58% of the library's physical circulation.

Circulation on the library's Overdrive platform continues to grow year on year. E-books currently comprise the largest share of e-materials checkouts, with e-audiobooks continuing to grow. There have been over 50,000 loans in each of the last few months. The most popular categories are adult fiction, adult nonfiction, and children's fiction.

Thus far in 2025, customers who choose physical items only have made up 53% of active unique borrowers, while those who check out e-materials only comprise 33%. The remaining 14% have checkouts in both format types. Circulation averages 10 books (or other items) per borrower annually.

Approval of Minutes

Minutes of the regular meeting held September 16, 2025 were presented. Kurt Oswald moved (Ternes) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

None

New Business

Jonathan Winkler presented a list of policy updates that fall into three distinct categories: (1) changing policy wording to reflect recent restructuring and renaming of divisions to carry out the library’s strategic direction more effectively; (2) eliminating library support organization by-laws; and (3) reorganizing the governance of the library board, which includes eliminating two officer positions, cutting the number of standing committees from four to three, and altering meeting frequency for both committees and the main Board to ensure quorums are more frequently met and work is streamlined and focused. The policies included in these proposed updates are as follows:

- **ORG-001 – Library Board of Directors:** specifies additional strategic responsibility of the Board and adjusts meeting frequency to once every other month to support committee work
- **ORG-001.1 City of Wichita Board of Directors Bylaws:** eliminates the Second Vice President and Treasurer positions; pares standing committees down to three (Finance, Operations, and Advocacy); and clarifies the Director of Libraries’ responsibilities for program delivery
- **ORG-002 – Library Divisions:** changes names to reflect alignment with the strategic direction
- **ORG-002.1 – Collections Services Division:** updates key responsibilities
- **ORG-002.2 – Customer Experience Division:** updates key responsibilities
- **ORG-002.3 – Digital Services Division:** updates key responsibilities
- **ORG-002.4 – Literacies Services Division:** updates key responsibilities
- **ORG-002.5 – Support Services Division:** updates key responsibilities
- **ORG-003.1.1- Bylaws of the Friends of the Wichita Public Library:** eliminated
- **ORG-003.2 - Wichita Public Library Foundation:** updates language for clarity
- **ORG-003.2.1 – Wichita Public Library Foundation Bylaws:** eliminated
- **ORG-003.3 – Wichita Genealogical Society:** updates language for clarity
- **ORG-003.3.1 – Wichita Genealogical Society Bylaws:** eliminated

After wide-ranging discussion, Board members reached a consensus to vote on updates to the policies removing support organization by-laws as well as the policies that reflect recent restructuring and renaming of divisions. Policies reflecting changes to board governance were tabled for further research and consideration.

On behalf of the Operations Committee, Jonathan Winkler moved (Ternes) to approve changes to policies ORG-002, ORG-002.1, ORG-002.2, ORG-002.3, ORG-002.4 ORG-002.5, ORG-003.1.1, ORG-003.2, ORG-003.2.1, ORG-003.3, and ORG-003.3.1 and to remit policies ORG-001 and ORG-001.1 to the Operations Committee for additional review. **Motion carried unanimously.**

On behalf of the Operations Committee, Jonathan Winkler moved (Ternes) to approve the proposed 2026 Library holiday closures. **Motion carried unanimously.**

Finance Committee Report

On behalf of the Finance Committee, Chuck Schmidt moved to approve the September 2025 finance report and supplemental bills in the following amounts: General Fund bills of \$982,150.81; Grant Fund bills of \$64,733.21; and Gift Bills of \$16,047.49, for a total of \$1,062,931.51. **Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to pre-approve the library's subscription to LinkedIn Learning for the 2025 fiscal year in the amount of \$20,000.00. **Motion carried unanimously.**

Operations Committee Report

Jonathan Winkler reported that the advertising period for the RFP to replace Polaris, the Library's integrated library system (ILS), ended on September 26 with receipt of proposals from three firms. A staff selection committee has chosen two to interview..

Planning & Facilities Committee Report

No report

Public Affairs Committee Report

No report

Special Committee Reports

Friends of the Library – Susan Dyer reported that membership levels have been updated to incorporate four tiers and will go into effect on November 1. The next used book sale will be the last of this year and will take place on November 14-15. The Banned Book Week packets sold well.

Library Foundation - Kourtney Carson reported that a new mailing highlighting the Book-A-Librarian program at the library has been mailed out to donors. The Foundation has also applied for a Rotary grant for the seed garden at the Angelou branch. With branch remodels complete, the capital campaign will wrap up in early 2026.

Wichita Genealogical Society (WGS) – No report

Director of Libraries Report

Director Nix reported that a survey has been sent out to Board members via email for them to review and provide feedback for a new library brand. The Board conducted a successful retreat

in January 2025 and a poll is being circulated to members to help staff select a date for another in 2026.

The RISE Community Garden steering committee met for the first time.

The grand reopening for the Rockwell Branch Library will be held on November 15 starting at 9:45 a.m.

The Tallgrass Film Festival held a gala recently at the Advanced Learning Library that was well attended.

Announcements

None

Adjournment

The meeting was adjourned at 1:22 p.m.

The next regularly scheduled meeting will be November 18, 2025.

Respectfully submitted,

Jaime Nix