

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors
September 19, 2017.

The regular meeting of the Library Board of Directors was held on Tuesday, September 19, 2017 at the Central Library with the following present: Mr. David Babich, Ms. Lee Gee, Ms. Kellie Hogan, Mr. Randall Johnston, Ms. Shannon Littlejohn, Mr. Kevin McWhorter, Ms. Marcia Newton, Ms. Shelby Petersen, Ms. Kerin Smith, and Mr. Jonathan Winkler.

Staff Present: Cari Eagles-DeVos, Administrative Assistant; Stephanie Huff, Marketing and Communications Manager; Sarah Kittrell, Collection Development Manager; Kristi McEachern, Customer Services Manager; Tammy Penland, Support Services Manager; Julie Sherwood, Programming and Outreach Manager; Jeff Tate, Digital Services Manager; and Larry Vos, Information Services Manager.

Guests Present: Tom Borrego, Jim Byrum, and Darla DeSpain

Staff Presentation

Julie Sherwood, Programming & Outreach Manager, presented information on the Big Read Wichita 2017. The title of this year's book is *The Latehomecomer: A Hmong Family Memoir* by Kao Kalia Yang. The book is the first non-fiction title selected for the Big Read and represents the plight of refugees, the focus of this year's Big Read.

The kick-off event will take place at the Wichita Art Museum on September 23, hosted by KAKE News anchor Lily Wu. Along with music and refreshments, free copies of the book will be handed out while availability lasts. Numerous events will be held throughout the program series. A listing of these events can be found on the Big Read Wichita website.

Call to Order

President Kellie Hogan called the meeting to order at 12:14 p.m., a quorum being present.

Approval of the Agenda

Jonathan Winkler moved (Littlejohn) to approve the agenda as published. **Motion carried unanimously.**

Public Comment

None

Approval of Minutes

Minutes of the regular meeting held on August 15, 2017 were presented. Marcia Newton recommended the word library be added to a sentence under the Planning and Facilities report. The corrected sentence should read "Committee Chair David Babich reported that construction

on the Advanced Learning *Library* is on schedule.” Marcia Newton moved (David Babich) to approve the minutes as corrected. **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 August 2017 as included in board packets. **Motion carried unanimously.**

On behalf of the Finance Committee, Ms. Smith moved to approve the report of bills for August 2017 in the following amounts: General Fund operating bills of \$667,856.97; Grant Fund Bills of \$11,971.26; prior year Grant Fund bills of \$396.43; and Gift & Memorial Fund bills of \$75,146.12 for a total of \$755,370.78. **Motion carried unanimously.**

Operations Committee Report

Committee Chair Jonathan Winkler reported that the Operations Committee did not meet.

Planning & Facilities Committee Report

Committee Chair David Babich reported that the public art design for the Advanced Learning Library was approved and the artists have begun work. Interviews of proposers for the coffee shop concession were completed on September 13. A preferred vendor has been selected. An announcement of the selection will be made when a proposed lease agreement is presented to the City Council for approval. Furniture specifications have been completed and work to finalize bid packages has begun. Completion of technology and AV equipment bid packages is also underway.

Committee Member Marcia Newton will represent the Library on the Delano Plan Advisory Committee.

The signs at the Alford Branch have yet to be repaired. The parking lot at the Angelou Branch has been restriped. Fall mulching will be provided by the Parks and Recreation Department for free. Fall landscaping has been completed.

The irrigation system at Alford is non-repairable. Park and Recreation staff worked with the landscaping company to remove dead and/or overgrown landscape around the front of the building landscape beds. Park and Recreation received three different quotes for replacing this area with concrete of some type. The committee prefers mulching the area rather than using concrete.

Public Affairs Committee Report

Committee member Shannon Littlejohn reported that the Public Affairs Committee did not meet.

Special Committee Reports

Friends of the Library – Jeff Tate reported that the Friends of the Library used book sale is scheduled for September 20-23.

Library Foundation – Kevin McWhorter reported that the Campaign Committee has mailed out 1,500 direct mail solicitations for requests of \$3,000 to selected prospective donors. This solicitation is part of the committee's end game strategy to finish out the campaign. Work continues on major gift solicitations with individuals, businesses and foundations.

Wichita Genealogical Society (WGS) – Jim Byrum announced that WGS is proud to be a partner for and promote the Wichita Big Read. The October meeting has been changed to October 16. The research trip to the Midwest Genealogical Center in Independence, MO went well. Registration is still open for the WGS 6th Annual Conference to be held on October 14. The key note speaker will be from Ancestry.com.

Director of Libraries Report

Jeff Tate reported that in addition to Big Read Wichita, there are many ways the Library will be involved with the community. During Open Streets ICT, the Create Young Readers team will host a story walk, the adult programming team will sponsor performances by the Griots at the site of the Dockum Drug sit-in, and new local history tours developed in partnership with Bike Walk Wichita and funded by an AARP grant will be unveiled.

The Library will be an exhibitor at the Senior Expo. Staff and members of the Friends of the Library Board will be involved in this event. That same day, representatives from the Foundation will be staffing a booth about the Advanced Learning Library at the Exposure Business to Business Expo being held at Century II.

The Library will be closed on October 9 to facilitate an in-service training day for staff. Brad Allen, Director of the Lawrence Public Library, will offer a presentation on dealing with change based upon that library's experience with remodeling and changing services models similar to the upcoming transition from the Central Library to the Advanced Learning Library. There will be six breakout session time blocks with four class offerings per block. Topics will include use of the Library's databases, learning about the holdings of the special collections center, Advanced Learning Library tours, understanding results from the branch study, training on taking promotional photographs, etc. Century II will be providing the meeting space and Wichita Transit will provide transportation for the Advanced Learning Library tours.

Helen Rigdon, Rockwell Branch Manager, has accepted a position as Director of the Sioux City Iowa Library. Recruitment is underway for a replacement.

Unfinished Business

None

New Business

None

Announcements

None

Adjournment

The meeting was adjourned at 12:30 p.m.

The next regularly scheduled meeting will be October 17, 2017.

Respectfully submitted,

Cynthia Berner
Director of Libraries