

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors
November 19, 2019.

The regular meeting of the Library Board of Directors was held on Tuesday, November 19, 2019 at the Advanced Learning Library with the following present: Mr. Lamont Anderson, Mr. Axel Chacon, Ms. Jennifer Goheen, Dr. Justin Henry, Ms. Lauren Hirsh, Mr. Randall Johnston, Ms. Shannon Littlejohn, Mr. Kevin McWhorter, Ms. TaDonne Neal, Ms. Shelby Petersen, Mr. Chuck Schmidt, and Mr. Jonathan Winkler.

Staff Presentation

Julie Sherwood, Programming and Outreach Manager, described how the library supports the needs of students studying in non-traditional learning programs. Data from focus groups conducted in the spring of 2019 indicated that parents prefer programs during school hours that focus on science, technology, engineering and math (STEM) activities. This information was used to develop several programs that have been offered during the fall. Additional activities will be added to the calendar in 2020.

Axel Chacon arrived.

Call to Order

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

Introductions

None

Approval of the Agenda

Shannon Littlejohn moved (Schmidt) to approve the agenda as published. **Motion carried unanimously.**

Approval of Minutes

Minutes of the regular meeting held on October 15, 2019 were presented. TaDonne Neal moved (Goheen) to approve the minutes as included in board packets. **Motion carried unanimously.**

Finance Committee Report

On behalf of the Finance Committee, Chuck Schmidt moved to approve the revenue report, 204 report of expenditures, and the report of bills for October 2019. Mr. Schmidt noted that the Gift & Memorial Fund bills total on the agenda was incorrect. The correct total for these bills is \$17,868.70, bringing the total of all October bills to \$999,936.36. **Motion carried unanimously.**

Lamont Anderson arrived.

Operations Committee Report

Committee Chair Jonathan Winkler reported the current rolling review of the policy manual has been completed, with another due to commence in early 2020.

Planning & Facilities Committee Report

Committee Chair Randall Johnston reported that a proposed layout for the Evergreen remodel has been submitted. The preferred site for the new Linwood branch has been changed to a new location that provides more space. The petition to save Linwood in its current location was reviewed by staff, who determined that only 20% of the signatures were from customers of this branch.

One of the three air conditioning units at the Angelou branch has been replaced. Guttering for the Advanced Learning Library west entrance and drive-up window has been ordered.

A citizen recommendation for bicycle parking changes at the Advanced Learning Library has been referred to the Public Works & Utilities and Transit department staff for their consideration and input, since the suggestion relates to other improvements along Sycamore as well as the bike/pedestrian master plan.

Public Affairs Committee Report

Committee Chair Lamont Anderson reported that the committee did not meet this month. However, the members wished to challenge their board colleagues to promote Library news and programs through their social media accounts and in conversations with friends, neighbors, and business associates. Board members are encouraged to visit branches to talk with customers and staff, and to visit neighborhood association meetings in the Council districts for which they have been appointed.

Special Committee Reports

Friends of the Library – On behalf of Friends President Matt Warner, Director Berner reported that the recent books sale sold over 320 boxes, was visited by 700 people, and raised \$3,000.00. The Friends Board has decided to join the Nonprofit Chamber of Service.

Library Foundation – Kristi Oberg introduced Cambry Schrag, the new Foundation staff member. The year-end fundraising appeal was mailed to over 1,500 people, and a special mailing was dispatched to 100 former donors. Further investigation having failed to produce clarity as to whether the likely benefits would justify the up-front cost, the Foundation decided not to proceed with the end-of-year mailing for which the Library Board had approved a limited release of customer data in October.

Jennifer Goheen left the meeting.

Wichita Genealogical Society (WGS) – Jim Byrum reported that the WGS board is considering how program presenters will be vetted in order to adhere to Library policy.

Director of Libraries Report

Director Berner thanked Board members who will be going to the upcoming legislative luncheon.

Dr. Justin Henry asked Director Berner to provide information on the Linwood branch break-in that was recently reported on KSN News. Director Berner stated no property was stolen; however, a glass pane was broken for entry, computer monitors were knocked from tables, and other equipment was vandalized, to an aggregate cost tentatively estimated at \$4,000. Because the Information Technology department had spare monitors in supply, the branch was back in full operation the next business day. The Public Works department may decide to replace some carpet near the glass door that was broken if extraction of all glass fragments from the carpet cannot be assured.

Unfinished Business

None

New Business

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, Chair Jonathan Winkler moved to affirm REF-004 Internet Access and Acceptable Use Policy. **Motion carried unanimously.**

As discussed in previous meetings, amendments to the bylaws are required so that the order of business can be modified in future meetings. On behalf of the Operations Committee, Mr. Winkler moved to accept the proposed changes to ORG-001.1 Library Board of Directors Bylaws. **Motion carried unanimously.**

On behalf of the Operations Committee, Mr. Winkler moved to accept the proposed changes to the Library policies as included in board packets. In regard to the language in policy REF-009 (Meeting Room Facilities) requiring renters to disclaim Library sponsorship when the rental is used to offer a program to the public, some board members queried whether the Advanced Learning Library should also be mentioned since some segments of the community perceive it as distinct from the Wichita Public Library as a whole. Others expressed a fear that requiring the ALL to be specified separately would risk cementing this incorrect perception. After some discussion, consensus evolved in favor of retaining the current disclaimer. **Motion carried unanimously.**

The policies updated as a result of this action include:

- EME-002 Library Service during Emergencies
- PER-003 Breaks
- PER-004 Flex Time

- PER-005 Holidays
- PER-006 Public Policy and Participation by Staff
- REF-009 Meeting Room Facilities
- REF-009.1 Evergy Technology Training Center Rental

Justin Henry left the meeting.

On behalf of the Operations Committee, Mr. Winkler moved to accept the proposed 2020 holiday hours as amended by the Committee to reflect the fact that the Monday observance of Columbus Day, the planned day for staff in-service training, falls on October 12 in 2020 rather than October 14 as in 2019.

Lamont Anderson asked if the holiday schedule should replace Columbus Day with Indigenous Peoples' Day. It was noted that the reason for the closing is not a celebration of the holiday, but rather to provide in-service training on a regular working day for City employees when the public at large does not expect the library to be open owing to there being no mail service and banks being closed.

TaDonne Neal made a substitute motion (Hirsh) to remove the reference to Columbus Day from the October 12 closing, leaving the reason to be specified only as Staff In-Service Training Day. The motion **passed** by a vote of 11-1 with Mr. Randall Johnston opposed.

President McWhorter called for a vote to approve the proposed holiday schedule as amended. **Motion carried unanimously.**

Announcements

None

Adjournment

The meeting was adjourned at 1:13 p.m.

The next regularly scheduled meeting will be December 17, 2019.

Respectfully submitted,

Cynthia Berner
Director of Libraries