

WICHITA PUBLIC LIBRARY

Minutes of a Regular Meeting of the Library Board of Directors
December 17, 2019.

The regular meeting of the Library Board of Directors was held on Tuesday, December 17, 2019 at the Advanced Learning Library with the following present: Mr. Lamont Anderson, Ms. Erinn Bock, Mr. Axel Chacon, Ms. Donna Douglas, 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.

Call to Order

President Kevin McWhorter called the meeting to order at 12:00 p.m., a quorum being present.

Staff Presentation

The Library Management Team shared proposed 2020 department goals. These are developed annually to help guide strategic operation of the Library by ensuring the progression of master plans and key initiatives in support of four service pillars.

Sarah Kittrell, Collection Development Manager, discussed the goals proposed to support a literate community. These include enhancing services for early literacy, school readiness, and the development of a community of readers and writers. Specific activities planned to further these aims include improving the 1000 Books before Kindergarten program, relocating and updating the short story dispensers, and sponsoring programs designed to increase community awareness of local authors.

Jeff Tate, Digital Services Manager, discussed goals proposed to ensure digital inclusion. These include refining public computing services to better align with needs of the community, matching technology training with customer needs, and partnering with the City Information Technology Department to support Smart City initiatives. Some activities planned include offering 3D printing for customers, reviewing the digital training curriculum for staff, and adding circulating hot spots.

TaDonne Neal arrived.

Julie Sherwood, Partnership & Community Engagement Manager, discussed goals to provide equitable access to information, including creating dialogue among a diverse community, offering programming in support of community milestones, encouraging the development of an informed community, and supporting workforce development and small business growth. Multiple programs are planned in 2020, including the continuation of Candid Conversations, programs on the history of baseball in Wichita, and celebratory events for the city's sesquicentennial and the centennial of women's suffrage.

Larry Vos, Learning Services Manager, discussed proposed reference activities such as continuing to work with WorkForce Alliance, conducting small job fairs, and continuing SCORE programs and hosting of 1 Million Cups events.

Kristi Dowell, Customer Services Manager, provided information on planned activities relating to implementation of the master plan for branch libraries, with emphasis on remodeling of the Evergreen facility and relocating the Linwood branch.

Tammy Penland, Support Services Manager, discussed planned administrative activities including completing the digitization of registration cards, completing the Children’s Learning Garden, reenergizing the volunteer program, and developing a succession and cross-training plan for supervisors.

Sean Jones, Communications Specialist, reviewed the department’s 2020 marketing plan, which includes improving wayfinding signage, implementing the City of Wichita’s new branding guidelines, and promoting library services and programs throughout the year.

Introductions

None

Approval of the Agenda

Chuck Schmidt moved (Neal) to approve the agenda as published. **Motion carried unanimously.**

Public Comment

None

Approval of Minutes

Minutes of the regular meeting held on November 19, 2019 were presented. TaDonne Neal moved (Schmidt) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

None

New Business

On behalf of the Finance Committee, Chair Erinn Bock moved to approve the revenue report, 204 report of expenditures, and the report of bills for November 2019 in the following amounts: General Fund operating bills of \$1,036,212.42; Grant Fund Bills of \$23,515.79; and Gift & Memorial Fund bills of \$8,010.98 for a total of \$1,067,739.19. **Motion carried unanimously.**

On behalf of the Finance Committee, Chair Bock moved to endorse the Library Foundation spending policy as provided in board packets. **Motion carried unanimously.**

Jonathan Winkler moved (Douglas) to endorse the 2020 department goals as provided in board packets. **Motion carried unanimously.**

Finance Committee Report

Committee Chair Erin Bock stated that there was no further report.

Operations Committee Report

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

Planning & Facilities Committee Report

Committee Chair Randall Johnston reported that the committee did not meet.

Public Affairs Committee Report

Committee Chair Lamont Anderson encouraged board members to visit the branches within their districts.

The committee wants to ensure that Mayor-elect Brandon Whipple understands and realizes the importance of the library as well as its programs and services.

On behalf of the Public Affairs Committee, Chair Lamont Anderson moved to send a letter signed by the Board President to Mayor-elect Whipple inviting him to attend a board meeting. **Motion carried unanimously.**

Special Committee Reports

Friends of the Library – Jeff Tate reported that the Friends of the Library would like to thank board members for their continuing support throughout the year.

Library Foundation – Kristi Oberg reported that \$79,000 was raised during the fourth quarter of 2019.

Wichita Genealogical Society (WGS) – Jim Byrum reported that the society is busy preparing for 2020. The January monthly meeting will feature a presentation on researching female ancestors. At the February meeting, a presentation will be given on the Kansas City Monarchs and African-American baseball. The March meeting will focus on the Wichita sesquicentennial.

Director of Libraries Report

Jeff Tate asked Board members for feedback on the new agenda format. Ms. Littlejohn commented that the new agenda was nicely organized. Mr. Anderson and Ms. Petersen stated they liked the new format. President McWhorter and Mr. Winkler said there may be an issue with finance business being split into two sections.

Sean Jones reported that the Advanced Learning Library has been selected for honorable mention as part of the *Library Journal's* "New Landmark Libraries" award, which celebrates library construction projects that demonstrate excellence. Out of a field of more than thirty contenders, six libraries were selected as winners with four others receiving honorable mention.

Announcements

None

Adjournment

The meeting was adjourned at 12:35 p.m.

The next regularly scheduled meeting will be January 21, 2020.

Respectfully submitted,

Cynthia Berner
Director of Libraries