

WICHITA PUBLIC LIBRARY

Minutes of a Virtual Meeting of the Library Board of Directors
December 21, 2021.

The hybrid meeting of the Library Board of Directors was held on Tuesday, December 21, 2021 at the Advanced Learning Library with the following present in person: Ms. Erinn Bock, Ms. Donna Douglas, Mr. Kevin McWhorter, Ms. Shelby Petersen, Mr. Chuck Schmidt, and Mr. Jonathan Winkler. The following attended virtually: Ms. Lauren Hirsh, Mr. Randall Johnston, and Ms. Shannon Littlejohn.

Call to Order

President Kevin McWhorter called the meeting to order at 12:03 p.m., a quorum being present.

Staff Presentation

Director Prothro reviewed the 2022 Library work plan and initiatives. Influences that affected the work plan include new leadership, COVID-19 service recovery, the Branch Master Plan, City Council and Library Board priorities, community feedback, the budget, and more. The process for developing the work plan included brainstorming sessions, leadership team workshops, SOAR assessment, division and workgroup conversations, opportunities and commitments, prioritization, and transparency. All tasks under the 2022 work plan will support the four pillars of Library service: supporting a literate community, ensuring digital inclusion, providing equitable access to information, and delivering administrative activities with efficiency and effectiveness. In addition, three initiatives have been established to provide multi-year focus in deepening service impacts. Centering decisions around these initiatives, the Library's work will: embody equity, diversity, and inclusion in service, staff, programming, and collections; grow cardholders and reconnect with the community outside of the Library; and foster a culture that engages, develops, and inspires staff in service to the community. Progress updates will be provided monthly.

Randall Johnston arrived.

Approval of the Agenda

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

Public Comment

None

Approval of Minutes

Minutes of the regular meeting held on November 16, 2021 were presented. Chuck Schmidt moved (Douglas) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

None

New Business

On behalf of the Finance Committee, Kevin McWhorter moved (Douglas) to approve the October 2021 finance report and supplemental bills in the following amounts: General Fund bills of \$800,699.68; Grant Fund Bills of \$10,502.28; and Gift and Memorial Fund bills of \$217,933.95 for a total of \$1,029,135.91. **Motion carried unanimously.**

Director Prothro reviewed a series of policy updates recommended by staff. These included:

- REF-009 Meeting Room Facilities
- REF-013 Library Programming
- REF-015 Program Presenter Background Screenings

On behalf of the Operations Committee, Chair Jonathan Winkler moved to adopt the policy changes as recommended by staff. The motion **passed** by a vote of 8-1 with Ms. Shelby Petersen opposed.

Jonathan Winkler moved (Bock) to authorize staff to transfer the remaining balance of the 2020 SCKLS grant into the SCKLS Facilities Improvement Fund. **Motion carried unanimously.**

Finance Committee Report

No report.

Operations Committee Report

No report.

Planning & Facilities Committee Report

No report.

Public Affairs Committee Report

No report.

Special Committee Reports

Friends of the Library – Kensley Pottebaum reported that the Membership Committee continues to work on changes to membership benefits and hope to have something in place by January. Plans are being made to hold an in-person used book sale in April.

Library Foundation – Kristi Oberg reported that at the December Foundation Board meeting

members approved updates to multiple policies and procedures. Ms. Oberg shared that the Foundation has received an estate gift commitment. Currently, the Library is at approximately 80% gift giving.

Wichita Genealogical Society (WGS) – Julie Crawford reported that there were no meetings in December. The January meeting will feature Marcia Crawford Philbrick who will be providing information on the benefits and new features of RootsMagic 8, genealogy software that makes researching, organizing, and sharing your family history easy.

Director of Libraries Report

Director Prothro reported that work is continuing on the new Evergreen Community Center and Library with carpet and desks installed. Shelving is currently being installed and we are readying for moving day. A soft-open is tentatively planned for mid-February. Like many projects globally, supply chain disruptions have been part of the planning realities.

Staff is currently working with the Sedgwick County Health Department to provide COVID-19 vaccine clinics at the Alford, Angelou, and Walters branches. Staff continues to work on gathering COVID stories from staff and the community.

The short story dispenser at Wichita State University will be moved to the Airport in January.

Visits to Alford, Angelou, Rockwell and Westlink branches were conducted with the city's architects to determine enhancements to the Capital Improvement Project and the branch plan. Changes in needs due to the pandemic and pricing increases need to be taken into account when moving forward with improvements.

Announcements

None

Adjournment

The meeting was adjourned at 1:21 p.m.

The next regularly scheduled meeting will be January 18, 2022.

Respectfully submitted,

Jaime Prothro