

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
January 18, 2022.

The hybrid meeting of the Library Board of Directors was held on Tuesday, January 18, 2022 at the Advanced Learning Library with the following present in person: Mr. Kevin McWhorter, Ms. Shelby Petersen, and Mr. Jonathan Winkler. The following attended virtually: Ms. Erinn Bock, Ms. Donna Douglas, Ms. Jennifer Goheen, Ms. Lauren Hirsh, Mr. Randall Johnston, Ms. Shannon Littlejohn, and Ms. TaDonne Neal.

Call to Order

President Kevin McWhorter called the meeting to order at 12:02 p.m., a quorum being present.

Staff Presentation

Director Prothro and the Library Leadership Team presented accomplishments achieved during 2021. Highlights for the Collection Development Division included the launch of Library of Things, Steam to GO! Kits, and Kanopy. E-books and e-audiobooks surpassed 300,000 checkouts for the first time. Other highlights included implementing instant digital cards, the Research Pavilion staff joined the Collection Development Division, the Walters branch collection was seamlessly moved, significant collection projects were completed at Rockwell and Westlink branches, and a subscription for ContentDM was purchased allowing the Library to build a digital local history presence. Coming soon are the Sprout Early Learning backpacks and an expansion of the Library of Things.

Customer Service Manager, Kristi Dowell, presented the 2021 highlights for the Customer Service Division. Accomplishments include progress on the Branch Master Plan with the opening of the Walters branch and beginning the remodel on the Evergreen branch. Upcoming projects include more work on the Branch Master Plan, joint projects with the City Manager's Office Management Fellows, work on the City Continuous Improvement Initiatives, strengthening the onboarding process for new hires, and expanding Library skill building for staff.

Director Prothro reported that highlights for the Digital Services Division include certifying the first customer on the 3D printer, updating the web content, launching the Read.Return.Repeat podcast in support of ReadICT and a chat reference, and updating the device dispenser at the Advanced Learning Library with 6 laptops. Coming soon there will be major changes with Polaris Leap, procuring more equipment for the AV studio, finalizing the report for the Knight Foundation BVI project, exploring additional Apple computer capacity for customers, conducting an Edge assessment, and formalizing a new branch internet contract.

Education and Engagement Division Manager, Julie Sherwood, reported that highlights for the Division in 2021 include a year of Zoom programming with a few outdoor events over the summer, developing special strategies for schools, pre-recording videos for the Kansas Reads to Preschoolers program in English, Spanish, and American Sign Language, a televised kickoff for the Big Read, a successful virtual Academy Awards Short Film program and virtual

Summer Reading Program, hosting an outdoor Concert in the Park series, and receiving the Humanities Kansas grant for “Wichita’s Diverse History of Baseball” series. Coming soon there will be more promotional activities and interactive, non-synchronous youth engagement opportunities, a new extended Big Read program, an annual subscription to P2PU, new Candid Conversations and diversity programming, a partnership with Arts Partners, and a gradual return to in-person programming and reopening of meeting spaces, as conditions permit.

Communications Specialist, Sean Jones, presented the 2021 highlights for the Support Services Division. These highlights include the ribbon cutting and grand opening for the Walters branch, maintaining communication efforts during the COVID-19 pandemic, the sign project at the Walters branch, revamping marketing efforts for the Summer Reading Program, creating welcome packets for the Immigration Support Services Network, the Sonification project, curbside signs and communication, completing work on the Children’s Learning STEAM Garden, learning the new Munis time entry and Employee Self-Serve (ESS), and ensuring PPE supplies and cleaning supplies were available to staff and the customers. Coming soon, the division will work on implementing a new print piece at card registration, building a marketing and communication plan from the 2022 Library Work Plan, creating a year-long schedule for major events and programs, working on the sign project at the Evergreen branch, streamlining social media postings, continuing to develop City/Library branding, and expanding Munis ESS to include timesheet entry directly and requesting time off directly through ESS.

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 December 21, 2021 were presented. Shelby Petersen noted that the voting results on the policy update motion needed to be changed to show she opposed the motion. Jonathan Winkler moved (Littlejohn) to approve the minutes as amended. **Motion carried unanimously.**

Unfinished Business

None

New Business

On behalf of the Finance Committee, Kevin McWhorter moved (Littlejohn) to approve the preliminary December finance report and supplemental bills in the following amounts: General Fund bills of \$789,892.19; Grant Fund Bills of \$55,107.65; and Gift and Memorial Fund bills of \$162,796.60 for a total of \$1,007,796.44. **Motion carried unanimously.**

Jonathan Winkler moved (McWhorter) to receive and file the July-December 2021 report of the Gift and Memorials Account as included in board packets. **Motion carried unanimously.**

Jonathan Winkler moved (Petersen) to receive and file the Semi-Annual Report of Staff Travel as included in board packets. **Motion carried unanimously.**

Lauren Hirsh moved (Bock) to approve the subscription renewal to Overdrive Magazines in the amount of \$17,500.00. **Motion carried unanimously.**

Jonathan Winkler moved (Hirsh) to approve up to \$40,000, including a \$21,000 payment in December 2021, to switch from the Kanopy PPC model to the capped service model as recommended by staff. **Motion carried unanimously.**

Lauren Hirsh moved (Douglas) to approve a one-year subscription for Gale Analytics and Gale Engage in the amount of \$23,438.87 as recommended by staff. **Motion carried unanimously.**

President McWhorter presented the Wichita Public Library Statement: Every Customer's Right to Read to the board. It was decided to forego conversations on this statement to the February meeting.

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 – Amanda Shankle reported that the Friends are hoping to put on a book sale to celebrate Kansas Day on January 29. Work is being finalized on the 2022 sponsorship and budget.

Library Foundation – Kristi Oberg reported that the Capital Campaign saw a surplus and the Foundation Board will collaborate with Library staff to determine the best use of the extra funds. The Library Board reached 80% giving for 2021. The 2021 year-end fundraising will increase distribution to the Library.

Wichita Genealogical Society (WGS) – Julie Crawford reported that the January meeting was

unexpectedly cancelled due to a death in the family of the presenter. February's meeting will feature a presentation by William Allen White on the KKK in Kansas and the 1924 Kansas Gubernatorial campaign.

Director of Libraries Report

Director Prothro reported that projects for 2022 are currently being chartered and inquired about a Board volunteer who can assist with a departmental cultural assessment. Evergreen Community Center and Library preparations are underway and a soft opening of February 14 has been identified, with grand opening plans in the Spring. The Director met with the Art Museum Director and the Mid-American All-Indian Center Director to discuss potential future partnerships. The City Budget process will begin soon and potential program options for the Library will be presented to the Board in February. The Library is currently conducting COVID-19 vaccine clinics in partnership with the Sedgwick County Health Department at the Alford, Angelou, and Walters branches.

Announcements

None

Adjournment

The meeting was adjourned at 1:36 p.m.

The next regularly scheduled meeting will be February 15, 2022.

Respectfully submitted,

Jaime Prothro