

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – February 20, 2024

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, February 20, 2024, at 4:30 p.m. at the Central Library, 14 West 10th Street, Kansas City, Missouri.

MEMBERS PRESENT: Pete Browne, President
Reid Day
Laura Dominik
Claudia Oñate Greim
Jonathan Kemper
Susan Kenney
Michelle Smirnova
Elizabeth Warwick
India Williams

STAFF PRESENT: Debbie Siragusa, Interim Chief Executive
Kelsey Bates, Youth and Family Engagement
Teresa Bolton, Director of Central Library Operations
Melissa Carle, Director of Information Systems
Courtney Christensen, Philanthropy Department Administrator
and Project Specialist
Carrie Coogan, Deputy Director of Public Affairs and Community
Engagement
Jeremy Drouin, Special Collections Manager
Trina Duncan, Diversity, Equity, & Inclusion Officer
Crystal Faris, Deputy Director of Youth and Family Engagement
Angela Fencl, Director of Finance / Chief Financial Officer
Sharla Harris, Administrative Officer
Cindy Hohl, Director of Policy Analysis & Operation Support
Joel Jones, Deputy Director of Library Services
Mary Olive Joyce, Director of Community Engagement and
Outreach
Haley Lips, Community Engagement Librarian
Heather Pedersen, Executive Assistant / Manager of Executive
Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
* Full list of staff in attendance available by request

Browne called the meeting to order at 4:35 p.m.

Browne acknowledged and thanked outgoing board members Snell and Howard Barnes for their commitment and service during their time on the Library Board of Trustees. He welcomed and introduced new Trustees, Elizabeth Warwick and Reid Day.

Browne noted that the Jackson County Legislature honored the work of the Kansas City Public Library, LINC, and the Black Archives of Mid-America for the Kansas City Black History Project, which honors the achievements of hometown heroes during Black History Month. Browne also commended Jeremy Drouin and Patrick Salland and their entire team who worked on the project.

Motion by Dominik to approve the minutes of the January 16, 2024, Regular Board Meeting and the January 16, 2024, Ad Hoc Committee on Bylaws Meeting. Second by Oñate Greim. Approved unanimously.

(Note: As a matter of Board convention, the Chair votes only when his/her vote would affect the outcome of the vote. In all "recorded" votes, the vote of the Chair appears only when it has actually been cast and when it has had an effect on the disposition of the motion. Notations of "approved unanimously" mean all members, other than the Chair, voting affirmatively.)

Request by Dominik to consider the Consent Agenda.

Motion by Dominik to consider items 4.1 and 4.2 separately.

Discussing the authorization of expenditures (LBM 4675), Siragusa discussed the payment to Writers for Readers and the hiring of three new interns. Browne inquired about the Visa and Various payments, asking if it includes the Book Festival. Siragusa noted it includes all the events from last Fall.

Discussing the financial reports (LBM 4676), Siragusa provided a brief overview of the budget. Revenue and expenditures are tracking close to expected levels and will meet the year-end budget.

Motion by Dominik to approve the Consent Agenda items before the Board. Second by Kemper. Approved unanimously by the voting Board members, Oñate Greim recused herself from the vote for LBM 4675. The following items were approved as part of the Consent Agenda:

Move approval of the recommendation of the Chief Executive to authorize the following expenditures for January 2024: Payroll (01/11/24 net cash \$385,141 plus taxes \$131,311) and (01/25/24 net cash \$390,290 plus taxes \$152,885) total amount of \$1,059,627; General Expense Payments including Checks (#12797-12957), in the amount of \$1,015,347. (LBM 4675)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for December 2023. (LBM 4676)

Discussing LBM 4677, Siragusa introduced Fencil who provided an update on the Approval of Budget Calendar for Fiscal Year 2024-2025.

Motion by Dominik to approve the recommendation of the Chief Executive to approve the Budget Calendar for Fiscal Year 2024-2025. Second by Kemper. Approved unanimously. (LBM 4677)

Discussing LBM 4678, Kemper asked if equipment is being paid for in addition to connectivity or if the expense is only for the connectivity. Carle responded that to manage connection there is equipment that fits inside our network closets that Unite Private Network (UPN) retains ownership of and manages, so part of the cost is the “lease” of that equipment. She noted the model of connecting branches through a wide area network or private network is one of the most long-standing methods and, due to the available e-rate funding, is one of the most cost-effective methods available to the Library at this time. Kemper suggested that the Library evaluate the cost per connection to that of our peer libraries as part of the next RFP for this service.

Motion by Dominik to approve the recommendation of the Chief Executive to approve the Authorization to Contract with Unite Private Networks, LLC for 2024-2025 E-Rate Wide Area Network (WAN) Connectivity Services and Equipment. Second by Oñate Greim. Approved unanimously. (LBM 4678)

Discussing LBM 4679, Siragusa noted staff are requesting another 5-year agreement and the cost includes the purchase of some new equipment. She introduced Carle who noted that the approval to contract Today’s Business Solution includes multiple service and equipment pieces, including our public time and print management, scanning, faxing, and point-of-sale services.

Motion by Dominik to approve the recommendation of the Chief Executive to approve the Authorization to Contract with Today’s Business Solutions (“TBS”) for Public Time and Print Management Services, Point of Sale Solutions and Public-Use Scan/Fax Devices. Second by Day. (LBM 4679)

Browne introduced Lips and Bates who gave a presentation on New Year/New Discoveries event held in January 2024. Highlights included:

- The program was inspired by the Lawrence Public Library, called the “How To” Festival.
- The purpose of the New Year/New Discoveries program was to bring together community partners and our own services.
- Over 200 people from about 25 organizations attended the program, many from our library system, including the Teen Leaders of Today.
- The event helped showcase how vibrant our community is and the many ways our library provides access to services.
- Feedback from organizations, presenters and patrons was positive and staff hope to do the program again next year.
- Discussing opportunities for expanding partners, Dominik suggested the KC Pet Project.
- Bates shared information about the upcoming teen volunteer and job fair on April 20th, which will be the 5th annual fair. Many local businesses and organizations

participate, and library services available during the fair include Tech Access, who are there to help teens create resumes.

Discussing the Director’s Report (LBM 4680), Siragusa highlighted information that is shared in the report, including the fundraising report and statistics report.

Siragusa noted that House Bill 2498 has been introduced, which would make our Library Board of Trustees an elected board. HB 2498 made it to the Government Efficiency and Downsizing Committee and Perkins-McGuinness was there and testified. Perkins-McGuinness reported that the committee did not take action on the bill. Kemper suggested the Library make sure the City and Chamber lobbyists are aware that the bill is out there. Jones noted that discussions with the Missouri Library Association have pointed out that the money that libraries receive through state aid could essentially be wiped out by the cost of the required elections. The Library is in the process of submitting our fiscal impact report.

Perkins-McGuinness gave a summary of the recent Library Advocacy Day. Hohl shared information regarding the national campaign offered by American Library Association through One Click Politics. The state of Missouri is the most active state, sending out E-forms and making them available online so that anyone can enter their information and connect directly to their Representative. Dominik requested that Trustees be sent a link to the form.

Siragusa introduced Drouin, who provided an overview of the Kansas City Black History Project 2024. He noted that the project began in 2010 when the library partnered with the Local Investment Commission (LINC) and the Black Archives of Mid-America to celebrate Black History. The mission is to inspire people, especially young students, to make stories of Kansas City’s black history well known and relatable. In addition to the annual booklet and poster sets, there is a website with lesson plans and other resources.

Discussing Old Business, Browne asked Dominik to provide an update on the Search Committee. Dominik shared that the Search Committee met with Bradbury Miller Associates (BMA) on February 6th to discuss the tentative timeline and BMA is currently reviewing the draft job description sent by the Search Committee. The goal is to have the announcement and job description posted by February 28th. BMA will be conducting a focus group discussion session with Trustees as part of the March 19th regular Board Meeting.

Browne shared that the March 19th Board Meeting will be conducted entirely on Zoom.

Motion by Kemper to adjourn. Second by Oñate Greim. Approved unanimously.

The meeting adjourned at 5:31 p.m.

Secretary

Date