

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – July 18, 2023

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, July 18, 2023, at 4:30 p.m. at the Trails West Branch, 11401 East 23rd Street, Independence, Missouri

MEMBERS PRESENT: Pete Browne, President
Billie Howard Barnes
Laura Dominik
Jonathan Kemper
Susie Kenney
Michelle Smirnova
Denesha Snell
India Williams

MEMBERS NOT PRESENT: Claudia Oñate Greim

STAFF PRESENT: John Herron, Chief Executive
Courtney Christensen, Philanthropy Department Administrator &
Project Specialist
Carrie Coogan, Deputy Director of Public Affairs and Community
Engagement
Brianna Daniels, Administrative Officer
Crystal Faris, Deputy Director of Youth and Family Engagement
Joel Jones, Deputy Director of Library Services
Heather Pedersen, Executive Assistant / Manager of Executive
Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
Debbie Siragusa, Assistant Director / Chief Operating Officer
Ruth Stephens, Branch Manager of Trails West and Sugar Creek

* Full list of staff in attendance available by request

Browne called the meeting to order at 4:33 p.m.

Kemper requested the minutes include more details on discussions from the board meetings.

Motion by Dominik to approve the minutes of the June 20, 2023, Regular Board meeting. Second by Howard-Barnes. 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.

Discussing the financials, (LBM 4645), Siragusa noted that the outcome of the property tax paid under protest will not be known until we get the final assessed value numbers from Jackson County in September. The timing on collections might have some effect but the Library can manage cashflow for protested amounts held back.

Motion by Dominik to approve the Consent Agenda items before the Board. Second by Kemper. Approved unanimously. 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 June 2023: Payroll (6/1/23 net cash \$333,118 plus taxes \$117,269), (6/15/23 net cash \$358,702 plus taxes \$138,824), and (6/29/23 net cash \$352,863 plus taxes \$127,281) total amount of \$1,428,057; General Expense Payments including Checks (#10977-11255), in the amount of \$1,518,175. (LBM 4644)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for June 2023. (LBM 4645)

Snell entered the meeting at 4:50 p.m.

Discussing the proposed contract with The Lavin Agency Speakers Bureau (LBM 4646), Perkins-McGuinness and Coogan clarified that the Library would need to contract with the agency for them to move forward with making an offer to Margaret Atwood to book her as a signature event speaker during the 150th anniversary celebration. The budget for the full year of celebration includes \$100,000 for event speakers and Margaret Atwood would likely be the most highly compensated speaker during the celebration.

Responding to questions from Trustees, staff clarified plans for:

- fundraising to cover as much of the costs as possible for the year-long celebration;
- securing several high-profile speakers, targeting one major signature event per quarter;
- ensuring that many of the speakers appeal to broad and diverse audiences;
- ranking the large list of potential speakers to identify who to approach next if arrangements for a selected speaker do not work out; and
- potential partnerships that would help sponsor the signature event speakers.

Kemper recommended that a 150th anniversary celebration committee be created, including representation from both the Board and staff, to establish clear goals, provide accountability, and facilitate the substantial work involved in planning the events. Browne confirmed that he will establish an ad hoc committee of the Board to work with Library staff on planning and funding the 150th anniversary events. He additionally requested that an updated timeline and budget be presented to the Board each month.

Motion by Dominik to approve the recommendation of the Chief Executive to contract with The Lavin Agency Speakers Bureau to book Margaret Atwood as a signature event speaker at an amount not to exceed \$65,000. Second by Kemper. Approved unanimously. (LBM 4646)

Herron introduced Ruth Stephens, manager of the Trails West Branch. Ruth highlighted that over 10,000 cardholders use Trails West as their home branch, and that the branch circulated over 29,000 items in 2022. Between July 1, 2022, and June 30, 2023, 431 programs were held at the branch with over 4,000 in-person attendees and 1,000 virtual attendees. The Trails West branch has processed over 5,300 passports since beginning passport services. In May of 2023, the Trails West branch began piloting a bike lock circulation service and has received positive feedback from patrons.

Jones gave a brief presentation on the Library's responses to requirements from the Secretary of State's Administrative Rule 30-200.015 which public libraries have to comply with in order to receive State Aid. Changes made by the Library's policies and procedures include the following:

- 1) Parents or guardians are allowed to deactivate a child's library card by filling out a form available at any Library location.
- 2) Library events will now indicate the intended audience and will remain open to everyone.
- 3) Any parent or guardian, who is a library district resident, will now be able to dispute or challenge age suitability designation of a presentation, event, display, material or material display in the library by filling out a form available at any Library location.

Library staff will be trained in these policies and procedures. The information about how the Library is complying will be communicated to the public on the Library website, through the library card application process, and the Library's patron newsletter emails.

Herron asked for any questions about the Director's Report, (LBM 4647) and agreed to move the ALA Highlights to the next meeting to save time for a closed session discussion.

Kenney left at 5:59 p.m. Smirnova left at 6:07 p.m.

Motion by Dominik to move into closed session to discuss personnel matters. Second by Snell. Approved unanimously.

The Board was in closed session from 6:24 p.m. until 7:01 p.m. No action was taken.

Motion by Dominik to adjourn. Second by Snell. Approved unanimously.

The meeting adjourned at 7:02 p.m.

Secretary

Date