

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – November 19, 2013

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, November 19, 2013 at 4:30 p.m. at the Waldo Branch Library, 201 E 75th Street, Kansas City, Missouri.

MEMBERS PRESENT: Jonathan Kemper, President
David Mayta
Claudia Oñate Greim
Rose Marie Bell
Leon Dixon
Olivia Dorsey
Billie Howard Barnes

STAFF PRESENT: Crosby Kemper III, Chief Executive
Alicia Ahlvers, Waldo Branch Manager
Reed Beebe, Purchasing Manager
Michael Bollinger, Director of Information Technology
Lillie Brack, Central Library Director
Crystal Faris, Director of Teen Services
Kathleen Hinton, Finance Manager
Jerry Houchins, Operations Manager
Joel Jones, Deputy Director of Branch & Library Services
Pam Kannady, Director of Human Resources
Cheptoo Kositany-Buckner, Deputy Director
David LaCrone, Digital Branch Manager
Eli Paul, Special Collections Manager
Heather Pedersen, Administrative Officer
April Roy, Bluford Branch Manager
Debbie Siragusa, Chief Financial Officer
Kaite Stover, Director of Readers' Services
Michael Sweeney, Black Archives Collection Librarian

OTHERS PRESENT: Mike Foley
Tom Platt

J. Kemper called the meeting to order at 4:37 p.m.

Motion by Mayta to approve the minutes of the October 29, 2013 regular Board 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.)

Discussing the approval of payments to vendors C. Kemper noted that the Library is considering adding a "village post office" to a couple of branch locations that are in areas where the local Post Office has closed down. (LBM 3884) These locations would offer

P.O. boxes and sell basic stamps. A blue Post Office drop box would also be placed outside these branches. Staff is currently negotiating with the U.S. Postal Service regarding funding for the equivalent of one full time staff person to cover the additional work load. The contract, if signed, could be cancelled with 30 days notice, reducing the risk to the Library of experimenting with offering this additional service.

Discussing the renewal of contracts for employee health and dental insurance C. Kemper introduced Mike Foley of Foley Insurance Solutions who summarized the current contract terms for the Board. (LBM 3885, LBM 3886, and LBM 3887)

Motion by Mayta to approve the Consent Agenda items before the Board. Second by Dorsey. 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 October 2013: Payroll (10/17/13 net cash \$227,790 plus taxes \$90,581) and (10/31/13 net cash \$225,483 plus taxes \$91,184) and (11/14/13 net cash \$232,497 plus taxes \$95,359), total amount of \$962,894; General Expense Payments including Checks (#159668-160013), in the amount of \$864,990. (LBM 3882)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for October 2013. (LBM 3883)

Move approval of the recommendation of the Chief Executive to authorize the contract with and/or make payment to the attached list of vendors in amounts not to exceed those detailed in the attached list of vendors. (LBM 3884)

Move approval of the Chief Executive to renew the contract with Blue Cross Blue Shield of Kansas City for employee health insurance at a total cost of approximately \$1,110,700 for plan year January 1, 2014-December 31, 2014. (LBM 3885)

Move approval of the recommendation of the Chief Executive to renew the contract with Assurant for dental insurance at a total cost of approximately \$71,944 for plan year January 1, 2014 – December 31, 2014. (LBM 3886)

Move approval of the recommendation of the Chief Executive to renew a contract with Sun Life Financial for life and long term disability insurance at a cost to the Library of approximately \$14,000 for calendar year (plan year) 2014. (LBM 3887)

Kositany-Buckner introduced Sweeney who reported on the status of the Black Archives of Mid-America collections. Highlights of the presentation included:

- The Archives has a large collection of “legacy materials” to build on which were primarily collected by Horace Peterson (occupying approximately 550 feet of shelf space)
- Historically the focus of the Archives was as an educational and cultural center – the current mission shifts towards a research focused collection
- The collection is comprised of special collection materials, oral histories, rare books, reference materials, and unassociated artifacts

- Highlighted collections include Elijah Washington photography, Alvin Ailey personal papers, civil and military service materials, school collections, and health and welfare organizations materials
- Improvements to the Archives collection process include, or will include:
 - providing proper storage, including new collection shelving
 - development of a location register
 - completing documentation
 - complete digital inventory using new archival software
 - improving awareness of and access to materials by sorting and re-boxing special collections; creating finding aids; utilizing vertical files for reference materials; adding the rare books, pamphlets, and reference works to Library's catalog
- Outreach efforts are underway to attract researchers and interns, including getting information on the website about the collections and how to access them
- The Archives will celebrate its 40th anniversary in 2014

Oñate Greim left at 5:00 p.m.

C. Kemper introduced Ahlvers who gave a presentation to the Board on the Waldo Branch library. Highlights included:

- Waldo Branch serves a diverse demographic community, which extends well beyond the Waldo neighborhood and overlaps with many other library service areas (including Johnson County and Mid-Continent libraries)
- The Branch developed an Armour Oaks Kindle Project with money from the Friends of the Library and it has been very successful in part because it expands the titles available for their book clubs beyond what is available in large print
- Patrons have requested monthly e-reader labs
- The Waldo Business Association enjoyed the *True Grit* book discussion so much that they want to do three or four book discussions a year

C. Kemper discussed the Director's Report with the Board. (LBM 3888) He reported that the Library was awarded \$100,000 from Google's Digital Inclusion Fund for the Digital Media Labs. He also reported that the Library has hired a Customer Service Manager for the Central Library who will start in this newly created position in December.

The meeting adjourned at 5:59 p.m.

Secretary

Date