

## MINUTES

### **Kansas City Public Library Board of Trustees Regular Meeting – January 15, 2013**

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, January 15, 2013 at 4:30 p.m. at the Central Library, 14 West 10th Street, Kansas City, Missouri.

MEMBERS PRESENT: Jonathan Kemper, President  
David Mayta  
Claudia Oñate Greim  
Fran Daniel  
Leon Dixon  
Olivia Dorsey  
Billie Howard Barnes

MEMBERS ABSENT: Rose Marie Bell

STAFF PRESENT: Crosby Kemper III, Chief Executive  
Terry Anderson, Director of Collection Management  
Claudia Baker, Director of Development  
Reed Beebe, Purchasing Manager  
Michael Bollinger, Director of Information Technology  
Lillie Brack, Central Library Director  
Crystal Faris, Director of Teen Services  
Henry Fortunato, Director of Public Affairs and  
Communication  
Kathleen Hinton, Finance Manager  
Jerry Houchins, Operations Manager  
Joel Jones, Director of Branch and Outreach Services  
Pam Kannady, Director of Human Resources  
Cheptoo Kositany-Buckner, Deputy Director  
David LaCrone, Digital Branch Manager  
Eli Paul, Director of Missouri Valley Special Collections  
Heather Pedersen, Administrative Officer  
Debbie Siragusa, Chief Financial Officer  
Kaite Stover, Director of Reader's Services  
Mary Thompson, Outreach Manager  
Steve Woolfolk, Senior Writer/Editor, Public Affairs

J. Kemper called the meeting to order at 4:32 p.m.

Dorsey arrived at 4:34 p.m.

J. Kemper turned over chairmanship of the meeting to the Chief Executive for the election of officers. C. Kemper asked for nominations. **Motion by Dorsey to elect the following slate of officers: Claudia Oñate Greim, Secretary/Treasurer; David Mayta, Vice-President; Jonathan Kemper, President. Second by Dixon.** C. Kemper asked if there were any other names for consideration. There were none. **The motion to elect the slate**

**of officers as nominated by Dorsey was approved unanimously.** The Chief Executive returned the chairmanship of the meeting to the President.

C. Kemper discussed the Board Calendar for calendar year 2013. (LBM 3811)

**Motion by Daniel to approve the minutes of the December 11, 2012 Ad Hoc Committee on the Retirement Plan 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.)

**Motion by Mayta to approve the minutes of the December 18, 2012 regular Board meeting. Second by Howard Barnes. Approved unanimously.**

Discussing the Financial Report C. Kemper reported that revenue budgeted from the Financial Institution Tax has not come through yet and could result in revenues falling \$50,000 to \$100,000 under budget in this category for the fiscal year. The Library will report back to the Board on the status of this revenue.

**Motion by Dorsey to approve the Consent Agenda items before the Board. Second by Daniel. 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 December 2012: Payroll (12/27/12 net cash \$220,721 plus taxes \$80,862) and (01/10/13 net cash \$210,346 plus taxes \$86,464), total amount of \$598,393; General Expense Payments including Checks (#156909-157143), in the amount of \$1,188,015. (LBM 3812)**

**Move approval of the recommendation of the Chief Executive to accept the attached financial reports for December 2012. (LBM 3813)**

Discussing the installation of carpet and tile at the Trails West Branch, C. Kemper reported that funding for the improvements would come from a bequest left to the Branch by a former patron and regular volunteer at the location. (LBM 3814)

**Motion by Daniel to approve the recommendation of the Chief Executive to contract with Cynthia Ayres & Company, Inc. to install carpet and tile at the Trails West Branch for an amount not to exceed \$25,900. Second by Mayta. Approved unanimously. (LBM 3814)**

J. Kemper discussed the background of the banners on the Library parking garage and the options for funding their periodic replacement, including consideration of TIF funds related to the Central Library building and surrounding area. (LBM 3815)

**Motion by Dorsey to approve the recommendation of the Chief Executive to contract with Dimensional Innovations to replace the two mesh banners on the east side of the Central Library's parking garage for an amount not to exceed \$24,767.20. Second by Howard Barnes. Approved unanimously. (LBM 3815)**

Discussing the contracts for E-Rate services and equipment C. Kemper reported that the Library is in the process of soliciting proposals and is seeking Board approval to enter into contracts with the vendors selected through the formal bid process. (LBM 3816)

Delegation of contract authority is being requested to allow the Library to meet the E-Rate application deadlines, which occur prior to the February Board meeting and require that the contracts be executed. All contracts will be contingent upon approval and receipt of E-Rate funding and information about the selected vendors will be presented to the Board at the next meeting.

**Motion by Mayta to approve the recommendation of the Chief Executive to delegate to the Chief Executive authority to contract for 2013 – 2014 E-Rate eligible information technology services and equipment as detailed in the summary. Second by Oñate Greim. Approved unanimously. (LBM 3816)**

C. Kemper discussed the Director’s Report with the Board. (LBM 3817) He reported that the City Manager plans to include up to \$200,000 in his proposed budget to fund expenses related to maintenance of the Black Archives of Mid-America building, which is owned by the City. Final determination of funding will be made by the Mayor and City Council. The Black Archives Board is continuing to work on fundraising plans to bring in revenue for other operational and programming expenses. An update to the Board on the Black Archives is planned for the March Board meeting.

C. Kemper reported that Community of Readers program staff is moving forward with a census of all of the reading programs in Kansas City, starting with the early literacy programs. OrangeBoy will provide consulting services and the School District, other area libraries, and the Mayor’s Office have expressed interest in participating in the project. With the recent \$140,000 grant from the Greater Kansas City Community Foundation, fundraising for Community of Readers has raised \$710,000 and brings us closer to the three-year goal, currently set at one million dollars. Efforts are underway to recruit both a Director and an Early Literacy Specialist for the program.

The Board discussed a trend in the statistics showing a decrease in item circulation. C. Kemper noted that there is a nationwide trend due to the increase in availability and use of electronic books and resources. Indications are that part of the Library’s decrease in circulation is attributable to this trend, and part is due to a decline of almost 10% in the population of the Library’s district since the 2000 Census. The Library is continuing to evaluate usage patterns and the evolving ways to meet the needs of the community.

**Motion by Dorsey to adjourn. Second by Daniel. Approved unanimously.**

The meeting adjourned at 5:17 p.m.

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Secretary

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Date