

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – February 18, 2025

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, February 18, 2025, at 4:30 p.m. Online.

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

MEMBERS NOT PRESENT: Jonathan Kemper
Michelle Smirnova

STAFF PRESENT: Abby Yellman, Chief Executive
Melissa Carle, Director of Information Systems
Carrie Coogan, Deputy Director of Public Affairs and Community
Engagement
Trina Duncan, Diversity, Equity, and Inclusion Officer
Qun Fang, Senior Director of Finance / Chief Finance Officer
Crystal Faris, Deputy Director of Youth and Family Engagement
Sharla Harris, Administrative Officer
Jami Hrenchir, Senior Director of Human Relations
Joel Jones, Deputy Director of Library Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
Amanda Quance, Manager of Special Projects
* Full list of staff in attendance available by request

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

Motion by Dominik to approve the minutes of the January 21, 2025, Regular Board Meeting. Second by Warwick. 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 4744), Yellman highlighted four items: the payment for the Waldo carpet project, pods for North-East and Outreach, snow and ice removal, and the payment to The Moran Company, LLC for executive search services related to the Assistant Director / Chief Operating Officer (COO) recruitment.

Discussing the financial reports (LBM 4745), Yellman gave a brief overview of the financial statements, highlighting the property taxes are trending higher than last year, and salaries and benefits have also increased. Overall, the budget appears to be in good shape. There were no questions from the Board.

Approved unanimously by the voting Board members. 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 2025: Payroll (1/9/25 net cash \$395,671 plus taxes \$128,511) and (1/23/25 net cash \$369,100 plus taxes \$126,920) in the total amount of \$1,020,202; General Expense Payments including Checks (#15791-16010) in the amount of \$1,327,854. (LBM 4744)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for January 2025. (LBM 4745)

Discussing the Budget Calendar for Fiscal Year 2025-2026 (LBM 4746), Yellman presented the Tentative Budget Calendar for Fiscal Year 2025-2026, emphasizing that the Board will set the non-binding tax levy rate at the March Regular Board Meeting.

Motion by Dominik to approve the recommendation of the Chief Executive to approve the Budget Calendar for Fiscal Year 2025-2026. Second by Williams. Approved unanimously. (LBM 4746)

Discussing the contract with Segra Unite Private Networks (LBM 4747), Yellman pointed out that the contract involves federal funds, requiring due diligence by Library staff and the Board to ensure full compliance with E-Rate funding. Yellman then asked Carle if she had any additional comments, to which Carle noted that the initial proposal was submitted in the fall of 2019, and the company has been a reliable provider since the summer of 2020.

Motion by Dominik to approve the recommendation of the Chief Executive to approve the Authorization to Exercise the Option to Contract with Segra Unite Private Networks, LLC for 2025-2026 E-Rate Wide Area Network (WAN) Connectivity Services and Equipment. Second by Williams. Approved unanimously.

Perkins-McGuinness provided an update on the Philanthropy department, emphasizing the significance of human-centered philanthropy and the positive impact of the library's fundraising efforts. Perkins-McGuinness discussed the Library's fundraising success, noting that gifts and

grants account for over 11-12% of the total budget—twice the average for public libraries. She outlined the Library's primary fundraising goals for FY25, which include meeting the \$1.925 million budget goal approved by the Board as part of the FY24 budget and the recruitment of more than 600 donors. With both the received and committed funds, the goals have been met.

Perkins-McGuinness also shared detailed fundraising metrics, comparing the Library's performance with that of peer institutions, emphasizing its high productivity per full-time equivalent (FTE). Dominik asked for clarification on the comparative dollar amounts presented in the slides, which Perkins-McGuinness addressed.

Discussing the Director's Report (LBM 4748), Yellman provided an overview of the Director's Report, highlighting several events and programs at the Library. She also mentioned the upcoming Staff Enrichment Day, which will include a keynote speaker and a variety of sessions to promote staff engagement. Oñate Greim asked if some of the mandatory staff training includes topics related to cyber awareness, data security, and privacy. Yellman responded that cybersecurity training and regular phishing exercises for staff are currently led by the Information Systems department.

Additionally, Yellman provided updates on the Strategic Plan, Facility Plan, and Organizational Culture, including the performance review process and mandatory training, including cybersecurity. She also discussed the Library's legislative priorities, highlighting the tracking of 33 bills, 24 of which are related to property tax policy.

Yellman provided updates on staffing, including the hiring of a new Executive Senior Services Manager, who will begin on March 10, and the progress of the ongoing search for an Assistant Director and Chief Operating Officer (COO).

In response to concerns raised by Williams regarding Minority Business Enterprise/Women Business Enterprise (MBE/WBE) compliance for the Renter Center demolition, Yellman confirmed that due diligence has been completed, and a vendor has been selected.

Additionally, Williams inquired about when the Library has formed partnerships with MBEs and WBEs over the past year. Yellman stated that she will follow up by sharing a list of MBE and WBE vendors, and how the Library is doing towards the stated goals of participation.

Dominik inquired about what federal funding the Library currently receives to understand the potential impact if those funds are no longer available. Browne asked Yellman to compile a list of federally funded grants and programs at the Library.

There was no old business for discussion.

Discussing new business. Browne shared that the plan is to proceed with the meeting on March 18, 2025. Harris will follow up with other Board members to confirm their availability.

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

The meeting adjourned at 5:57 p.m.

Secretary

Date