

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – December 16, 2025

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, December 16, 2025, at 4:30 p.m. at the Central Branch, Annex Board Room, 14 West 10th Street, Kansas City, Missouri.

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

MEMBERS NOT
PRESENT: Jonathan Kemper

STAFF PRESENT: Abby Yellman, Chief Executive
Pritha Hariharan, Assistant Director / Chief Operating Officer
Qun Fang, Senior Director of Finance / Chief Finance Officer
Candice Butler-Titus, Executive Services Senior Manager
Joel Jones, Deputy Director for Library Services
Carrie Coogan, Deputy Director for Public Affairs and Community Engagement
Crystal Faris, Deputy Director of Youth and Family Engagement
Jami Hrenchir, Chief People Officer
Melissa Carle, Director of Information Services
Jerry Houchins, Director of Operations
Kaite Stover, Director of Readers Services

* Full list of staff in attendance available by request

Browne called the meeting to order at 4:34 p.m.

The Board Calendar for calendar year 2026 was affirmed as presented (LBM 4812). A calendar invitation with the 2026 Board Meetings will be sent to all Trustees. Day noted that the proposed June meeting date coincides with a FIFA World Cup game. The Board discussed changing the date and agreed to revisit the matter at a future meeting.

Trustee Warwick noted that the minutes incorrectly reflected her absence.

Motion by Dominik to approve the minutes of November 18, 2025 Regular Board Meeting, with the correction to reflect Warwick as present. 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 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.

Yellman noted an error in the Executive Committee Meeting minutes and will bring it forward for approval in the January Board meeting.

Request by Dominik to consider the Consent Agenda.

Motion by Dominik to consider items 4.1 and 4.2 separately.

In discussing the financial reports (LBM 4813), Yellman highlighted MTS Contracting with \$103,000 in expenses for the column repairs at Trails West and Waldo branches.

Fang noted that the Library has received slightly over \$774,000 in tax revenue (LBM 4814), which is significantly lower than the previous year. This decrease is due to the one-time tax settlement of approximately \$1.6 million related to the Country Club Plaza area. Also, the combined impact of the senior tax credit and one fewer collection week in November accounted for approximately \$500,000. Day asked if the senior tax credit was year to date, to which Fang replied that it was the total amount projected.

In other accounts, revenue totaled 964,000, which is slightly higher than last year. Passport services were slightly lower from last year, declining from \$51,000 to \$53,000, while room rental revenue increased from \$53,000 to \$63,000. Postal service revenue remained flat at \$10,000. The total revenue is close to \$1.7 million, representing approximately 5% of the budget.

On the expenditure side, salaries and benefits totaled \$8.2 million, a little below the budget due to vacancies and employee turnover rate. Library materials expenditure was approximately \$1.2 million (43%). General operating expenses are a little over budget at \$2.4 million (46%), reflecting annual payments for insurance and professional fees for strategic and facilities plan. Fang noted that some of these costs will be offset by special accounts, grants and gifts, with a transfer at the end of the year. Building maintenance expenses were \$1.3 million (43%). Capital outlay expenditures were \$500,000 (38%). In total, expenditures to date are approximately \$13.7 million (43%).

Fang reported that gifts and grants revenue totaled \$1.4 million with \$585,000 in expenditures. Parking garage revenue is over \$200,000, with \$186,000 in expenditure. Cash on hand at month's end totaled a little over \$29 million, including \$11.6 million in the UMB checking account, \$10.6

million in the UMB investment account, and \$6.8 million in the Swanson Fund and Greater Kansas City Community Foundation (GKCCF). Fang also highlighted four major grants: Athletes and Entertainers (A&E) Tax (\$80,000), Swinney Trust (\$50,000), 15 and Mahomies (\$15,000), KC Royals (\$25,000) and Writers for Readers donations (\$21,410).

Yellman highlighted the recent Jackson County meeting, noting the financial impact on taxing jurisdictions may be greater than originally anticipated, though exact figures are still unknown. County officials acknowledged the burden this situation places on taxing jurisdictions and committed to providing property-level data (excluding owner names) for senior tax credit eligibility to support better forecasting along with an assessment estimate by March to help set the non-binding tax levy. Fang added that the Library could face an additional recruitment tax, likely higher than the senior tax credit. Yellman emphasized that the team is tracking developments and appreciates Fang's proactive approach.

Motion by Dominik to approve the Consent Agenda items before the Board, Second by Day. Approved unanimously by the voting Board members, Oñate Greim abstained from the vote for LBM 4813.

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 November 2025: Payroll (11/13/25 net cash \$391,171 plus taxes \$134,918) and (11/25/25 net cash \$391,087 plus taxes \$135,056) in the total amount of \$1,052,232; General Expenditure Payments including Checks (#17329-17390) and ACH in the amount of \$1,344,561. **(LBM 4813)**

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for November 2025. **(LBM 4814)**

In discussing (LBM 4815), Hariharan invited Carle, Director of Information Services, to discuss the action item in further detail. Carle noted that this is a request for a multi-year contract with RSM, the Library's managed IT vendor since 2017. Carle emphasized that the multi-year contract will provide significant savings with annual increases from 12-14% to a locked 5%.

Motion by Dominik to approve the recommendation of the Chief Executive to contract with RSM US, LLP ("RSM") for managed information technology services for an annual amount not to exceed \$202,176.00. Second by Day. Approved unanimously. (LBM 4815)

In discussing (LBM 4816), Hariharan explained that the team is proposing to update the garage contract with Central Parking Systems, moving from access cards and validations to a QR code system. Quance and the Public Affairs team will lead a change management plan to inform all Library stakeholders. Houchins, Director of Operations added that Board members, monthly partners, and event attendees will register their license plates online, and gates will automatically raise for registered vehicles and iPads in the Library will allow for onsite registration. This system

will streamline event parking, reduce delays, and eventually lower staffing and credit card processing costs. The first year's estimated cost is about \$9,000 per week, with no additional expenses beyond current operations. Warwick asked how unpaid parking would be tracked, and Houchins explained that a collection process will be in place to ensure revenue is not lost.

Motion by Dominik to approve the recommendation of the Chief Executive to amend the existing contract with Central Parking Systems Inc. (CPS) for the implementation of new technology at the Central Library's garage at an initial annual cost not to exceed \$43,240, with a contract term of one year and a three percent (3%) increase for each annual renewal. Second by Williams. Approved unanimously. (LBM 4816)

In discussing the Director's Report (LBM 4817), Yellman note there weren't many updates for the Strategic and Facilities Plans and just wanted to end the year with a thank you to Board and Library staff for a great year.

There was no old business for discussion.

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**Motion by Dominik to adjourn. Second, by Williams. Approved unanimously.
The meeting adjourned at 5:07 p.m.**

Secretary

Date