MINUTES

Kansas City Public Library Board of Trustees
Regular Meeting – February 15th, 2022

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, February 15th, 2022 at 4:30 p.m. online.

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

STAFF PRESENT: Jensen Adams, Energy and Sustainability Officer
Jessica Addo, Purchasing Manager
Amanda Barnhart, North-East Branch Manager
Kelly Berry, Outreach Community Engagement Specialist
Janice Bolin, Director of Finance
Amy Brost, Manager of Special Projects
Carrie Coogan, Deputy Director for Public Affairs and Community Engagement
Brianna Daniels, Administrative Officer
Sara Escandon, Community Outreach Care Coordinator
Crystal Faris, Director of Youth and Family Engagement
Kim Gile, Community Specialists Leader
Savannah Gray, Outreach Intern
John Herron, Chief Executive
Beth Hill, Resources Specialist
Rhiannon Johnson, Financial Literacy & Career Resources Specialist
Joel Jones, Deputy Director of Library Services
Mary Olive Joyce, Director of Library Outreach & Community Engagement
David LaCrone, Digital Branch Manager
Dawn Mackey, Technical Services Manager
Heather Pedersen, Executive Assistant / Manager of Executive Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
Debbie Siragusa, Assistant Director / Chief Operating Officer
Jeni Starr, Health & Wellness Specialist
Debbie Stoppello, Director of Library Collections
Anthony Trakas, Finance Manager

Browne called the meeting to order at 4:31 p.m.

The Board expressed their thanks to Kemper for his service on the Board since 2005 and seventeen years as President.

**Motion by Dominik to approve the minutes of the January 13th, 2022 Operations Commitee meeting and the January 18th, 2022 Regular Board meeting. Second by Smirnova. 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.)

Herron introduced the new Administrative Officer, Brianna Daniels.

Kemper arrived at 4:33pm. Barnes arrived at 4:34pm. Oñate Greim arrived at 4:35pm.

**Motion by Snell to approve the Consent Agenda items before the Board. Second by Dominik. 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 January 22: Payroll (1/13/22 net cash $267,980 plus taxes $99,115) and (1/27/22 net cash $283,818 plus taxes $103,422 total amount of $754,335; General Expense Payments including Checks (#7212-7405), in the amount of $1,192,622. (LBM 4530)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for January 2022. (LBM 4531)

**Motion by Dominik to approve the recommendation of the Chief Executive to adopt the Budget Calendar for Fiscal Year 2022-2023. Second by Kemper. Approved unanimously.** (LBM 4532)

**Motion by Snell to approve the Organization Resolutions and Agreement submitted by UMB Bank and to authorize signatures of the Board’s President, the Board’s Secretary/Treasurer, the Library’s Chief Executive, Assistant Director, and Chief Financial Officer for financial transactions. Second by Smirnova. Approved unanimously.** (LBM 4533)

**Motion by Dominik to approve the recommendation of the Chief Executive to contract for 2022 – 2023 E-Rate eligible information technology services and equipment as detailed in the summary. Second by Kemper. Approved unanimously.** (LBM 4534)
The board discussed the selection of Code Koalas and the impacts of the new website design, structure, and migration of KCLibrary.org to the upgraded platform.

Motion by Dominik to approve the recommendation of the Chief Executive to contract with Code Koalas for web development and maintenance services at a cost not to exceed $187,228. Second by Snell. Approved unanimously. (LBM 4535)

Motion by Snell to approve the recommendation of the Chief Executive to purchase a Mobile Unit Vehicle from Olathe Ford Commercial Sales Center (“Olathe Ford”) for a cost not to exceed $57,389. Second by Kemper. Approved unanimously. (LBM 4536)

Jones introduced Beth Hill, Resources Specialist. Hill presented how the Outreach team has adapted to continue to provide resources to patrons in need since the beginning of the pandemic. The Outreach team converted their emergency resources pamphlet to the Street Sheet, which is updated monthly. This list of resources includes where-to-go, whom-to-call details on shelters, meal services, COVID-19 testing and other available health resources. They also developed pamphlets with emergency resources specific to the communities surrounding each branch. Over the last year, the Outreach team, frequently in partnership with local community services organizations, provided help to 1,683 patrons regarding renting, housing, utilities, digital literacy, the telephone, and more.

Herron discussed the Director’s Report with the Board (LBM 4537) and provided an update on the Library’s plans for returning to in-person special event programming.

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

The meeting adjourned at 5:22 p.m.

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Secretary                        Date