

## MINUTES

### **Kansas City Public Library Board of Trustees Regular Meeting – October 17, 2023**

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, October 17, 2023, at 4:30 p.m. at the Central Library, 14 West 10th Street, Kansas City, Missouri.

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

STAFF PRESENT: Melissa Carle, Director of Information Systems  
Courtney Christensen, Philanthropy Department Administrator  
and Project Specialist  
Carrie Coogan, Deputy Director of Public Affairs and Community  
Engagement  
Crystal Faris, Deputy Director of Youth and Family Engagement  
Angela Fencel, Director of Finance / Chief Financial Officer  
Sharla Harris, Administrative Officer  
Joel Jones, Deputy Director of Library Services  
Heather Pedersen, Executive Assistant / Manager of Executive  
Services  
Margaret Perkins-McGuinness, Deputy Director for Philanthropy  
Debbie Siragusa, Assistant Director / Chief Operating Officer  
Kaite Stover, Director of Reader's Services  
Karen Weitzel, Chief People Officer  
\* Full list of staff in attendance available by request

OTHERS PRESENT: Mike Foley

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

Pedersen introduced Harris who joined the Library as the new Administrative Officer.

Browne commended Library staff involved in preparing and executing the Writers for Readers event and Heartland Book Festival event.

**Motion by Dominik to approve the minutes of the September 19, 2023, 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.)

Browne reported on the October 3, 2023 meeting of the Ad Hoc Committee on the 150<sup>th</sup> Anniversary. A report highlighting key updates shared during the Committee meeting is included as part of the Director's Report memo. Perkins-McGuinness shared that formal invitations for the December 5 luncheon have gone out. Coogan reported that Steve Kraske has confirmed that KCUR will do his Up to Date show live from the Library on December 5<sup>th</sup>.

**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 4659), Siragusa shared that the \$18,000 expenditure for Extreme Restoration is payment for the final remediation of the mold in the Digital Media Lab at Southeast Branch. With remediation completed, the Library will upgrade the HVAC system to address the humidity issues. Dominik requested information on the University of Missouri-Columbia payment for MOREnet. Carle shared that the annual subscription includes various technology products, primarily the Library's intranet trunk, as well as state funded library databases, like Ebsco.

Discussing the financial reports (LBM 4660), Siragusa highlighted the quarterly report on the Library's MBE and WBE goals. Overall, the Library is short of goals in some categories, but very close to meeting the goals with equipment purchases factored in. The Library always exceeds the goal for WBE and is currently at 9.5% MBE compared to the 10% MBE goal overall.

**Motion by Dominik to approve the Consent Agenda items before the Board. Second by Smirnova. Approved unanimously by the voting Board members, Oñate Greim recused herself from the vote for LBM 4659.** 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 September 2023: Payroll (9/7/23 net cash \$343,818 plus taxes \$122,865) and (9/21/23 net cash \$346,405 plus taxes \$123,567) total amount of \$936,655; General Expense Payments including Checks (#11847-12038), in the amount of \$1,374,418. (LBM 4659)**

**Move approval of the recommendation of the Chief Executive to accept the attached financial reports for September 2023. (LBM 4660)**

**Motion by Dominik to approve the recommendation of the Chief Executive to authorize the purchase of Awe Computer Stations from AWE Learning at an amount not to exceed \$72,000. Second by Kenney. Approved unanimously. (LBM 4661)**

Discussing the contract with Blue Cross Blue Shield (LBM 4662), Siragusa introduced Foley who explained that Humana is exiting the group health market, requiring the Library to make a change in provider. Blue Cross Blue Shield offered the best option, including a 4% reduction in rates and three plan tiers for staff to select from: a traditional plan, a high deductible health savings account plan, and a new tier utilizing the Spira Care network.

**Motion by Dominik to approve the Chief Executive to contract with Blue Cross Blue Shield for employee health insurance at a total cost of approximately \$ 1,889,000 for plan year January 1, 2024-December 31, 2024. Second by Smirnova. Approved unanimously. (LBM 4662)**

Discussing the contract with Delta Dental (LBM 4663), Foley shared that the Delta plan includes a 9.5% reduction in rates and increased annual maximums for benefits.

**Motion by Dominik to approve the recommendation of the Chief Executive to contract with Delta Dental for dental insurance at a total cost of approximately \$71,000 for plan year January 1, 2024-December 31, 2024. Second by Williams. Approved unanimously. (LBM 4663)**

Faris and Stover shared highlights from the 2023 All Together Now - Summer Reading Program, including:

- Total registrations were 12,965, a 10% increase in participation compared to 2022
- Bluford Branch saw the largest increase in participation, 41% over 2022 numbers
- Nine-year-olds had the most registrations (791) of all children's groups
- Teens had 1,272 registrations
- Adult participation saw an 18% increase over 2022
- Partnership participation has grown, including stronger involvement from Parks and Rec in planning and expanding Pop in at the Park and an increased number of organizations requesting a library presence to promote the Summer Reading Program at their locations
- AmeriCorps will not have the Summer VISTA program in 2024 so staff are working to find funding sources to help fill the staffing gap
- Teen Leaders of Today and Team Digital continue to innovate and have strong engagement in creating programming and the engagement of teens in the Summer Reading Program
- Kiesha Collins at Southeast held a three-week Tween Camp to engage tweens in STEM and STEAM with programming focused on being active in the outdoors, including field trips to the Kansas City Zoo, Kansas City Community Gardens, and a guided hike in Swope Park hosted by Missouri Department of Conservation.

Discussing the Director's Report (LBM 4664), Herron highlighted the Heartland Book Festival and the excellent work of Library staff involved in planning and executing the events and promotions.

The enhanced security officer services from Total Care Security at Bluford appear to be resulting in more children, teens, and families spending time in the branch. Jones and Siragusa shared highlights of some recent physical changes to the Bluford Branch designed to increase usability and safety, including rearrangement of collections and displays for improved sightlines, fencing around the non-functioning former front entry on the Prospect side of the building, and the addition of two study pods. Browne requested that recommendations for the fencing of the former entry be brought to the Building Oversight Committee for discussion.

Under New Business, Browne shared that a Building Oversight Committee meeting is being scheduled to review and discuss a draft RFP for a facilities master plan.

Dominik provided an update on the status of the ongoing review of the Library's bylaws. Dominik and Oñate Greim are working to have a document to share for Trustee feedback prior to the November meeting. Browne established an Ad Hoc Committee on Bylaws with Dominik as Chair to work with other interested Trustees on recommended revisions. Kemper confirmed his interest in participating.

**Motion by Dominik to move into closed session to discuss personnel matters. Second by Oñate Greim. Approved unanimously.**

The Board was in closed session from 5:36 p.m. until 6:27 p.m. No action was taken.

The meeting adjourned at 6:27 p.m.

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Secretary

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Date