

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – October 29, 2013

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, October 29, 2013 at 5:00 p.m. at the Central Library, 14 West 10th Street, Kansas City, Missouri.

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

MEMBERS ABSENT: Rose Marie Bell

STAFF PRESENT: Crosby Kemper III, Chief Executive
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
Naphtali Faris, Early Literacy Manager
Henry Fortunato, Director of Public Affairs and
Communication
Kathleen Hinton, Finance Manager
Jerry Houchins, Operations Manager
Joel Jones, Deputy Director of Branch & Library Services
Pam Kannady, Director of Human Resources
Cheptoo Kositany-Buckner, Deputy Director
David LaCrone, Digital Branch Manager
Eli Paul, Special Collections Manager
Heather Pedersen, Administrative Officer
Debbie Siragusa, Chief Financial Officer
Kaite Stover, Director of Readers' Services
Mary Thompson, Outreach Manager
Steven Woolfolk, Assistant Director of Public Affairs

J. Kemper called the meeting to order at 5:05 p.m.

Motion by Dorsey to approve the minutes of the September 24, 2013 Finance and Audit Committee meeting and the September 24, 2013 regular Board meeting. Second by Howard Barnes. 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.)

Discussing the financial reports C. Kemper reported that staff continues to look at options for rethinking the café at Central, particularly with the significant drop in revenue that appears to be primarily due to the loss of business from AMC employees. He reported that staff will bring recommendations to the Operations Committee for discussion in the next few months.

Motion by Mayta to approve the Consent Agenda items before the Board. Second by Dorsey. 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 September 2013: Payroll (09/19/13 net cash \$221,715 plus taxes \$88,250) and (10/03/13 net cash \$217,371 plus taxes \$87,342), total amount of \$614,678; General Expense Payments including Checks (#159426-159667), in the amount of \$753,829. (LBM 3876)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for September 2013. (LBM 3877)

Discussing the contract for video production services C. Kemper reported that the Library has been experimenting to see what works best for the Library's needs. Fortunato added that the recommended vendor offers all of the services the Library wants at higher quality and will include live streaming of events at no additional cost.

J. Kemper suggested that the Library might be able to find grant funding from organizations like the Missouri Humanities Council since recording Library events and making them available online expands the reach of our programming beyond the Library's boundaries.

Motion by Dorsey to approve the recommendation of the Chief Executive to contract with Zimmerman Productions, LLC ("Zimmerman Productions") for video production services for an annual amount not to exceed \$42,000 for the remaining eight months of fiscal year 2013 - 2014. Second by Mayta. Approved unanimously. (LBM 3878)

Motion by Dorsey to approve the recommendation of the Chief Executive to purchase nine hundred and twenty (920) Windows 8 Pro licenses from Insight Public Sector, Inc. at an amount not to exceed \$46,818.80. Second by Dixon. Approved unanimously. (LBM 3879)

N. Faris reported on the plans for the Early Literacy Centers and described how the furniture, equipment and materials will be used. C. Kemper added that the Library would invite Trustees to tour an Early Literacy Center once they are up and running.

Motion by Dixon to approve the recommendation of the Chief Executive to purchase furniture, equipment, and materials from Demco, Inc. at an amount not to exceed \$14,619.65. Second by Mayta. Approved unanimously. (LBM 3880)

C. Kemper reported that the Special Event Spaces presentation on the agenda would be given at a later date to allow staff to prepare additional details to share with the Board.

C. Kemper discussed the Director's Report with the Board. (LBM 3881) He reported that staff would request a Finance and Audit Committee meeting be held prior to the November

Board meeting to discuss recommendations from the Library's Benefits Committee regarding this year's renewal of health, dental, life insurance contracts.

C. Kemper also reported that the Library is going to take another look at using RFID as the metro libraries continue to work towards the metro-card concept and consider the possibilities of some combined book purchasing and distribution. Johnson County Libraries have already started using RFID and Mid-Continent Public Library is planning on transitioning as well. Staff will continue researching cost and implementation of RFID and will discuss the options with the Operations Committee in the near future.

The Board discussed comments and concerns about the Library's recent change in procedure related to patrons waiting outside Central Library prior to opening hours. C. Kemper reported that staff continue to evaluate the best way to approach the issue and will bring some recommendations back to the Board for consideration at a later date.

Howard Barnes requested an update on plans to involve education professionals in the development of curriculum associated with the Civil War Website. C. Faris and LaCrone reported that staff is ready to begin working on curriculum and networking with educators who would like to be involved.

The Board discussed the status of plans for transitioning to electronic board documents. Staff will begin by delivering the November Board Packet as a PDF document using Dropbox or other online method rather than using couriers to deliver a paper version.

Motion by Dorsey to adjourn. Second by Mayta. Approved unanimously.

The meeting adjourned at 5:58 p.m.

Secretary

Date