

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – April 19, 2011

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, April 19, 2011 at 3:00 p.m. at the Central Library, 14 West 10th Street, Kansas City, Missouri.

MEMBERS PRESENT: Jonathan Kemper, President
David Mayta
Joan Caulfield
Rose Marie Bell
Leon Dixon
Olivia Dorsey
Billie Howard Barnes
Claudia Oñate Greim

MEMBERS ABSENT: Fran Daniel

STAFF PRESENT: Crosby Kemper III, Chief Executive
Terry Anderson, Director of Collection Management
Claudia Baker, Director of Development
Reed Beebe, Purchasing Manager
Michael Bollinger, Director of Information Technology
Dorothy Elliott, Deputy Executive Director for Branch and
Outreach Services
Jordan Fields, Digital Project Manager
Henry Fortunato, Director of Public Affairs and Communication
Kathleen Hinton, Finance Manager
Jerry Houchins, Operations Manager
Angela Kille, Web Manager
Bob Pedersen, Sr. Human Resources Generalist/Substitute
Supervisor
Heather Pedersen, Administrative Officer
Debbie Siragusa, Chief Financial Officer
Kaite Stover, Head of Reader Services
Katie Taylor, Volunteer Coordinator

J. Kemper called the meeting to order at 3:01 p.m.

Motion by Caulfield to approve the minutes of the March 15, 2011 Finance & Audit Committee meeting; the March 15, 2011 regular Board meeting; and the March 31, 2011 Operations Committee meeting. Second by Mayta. 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.)

Dorsey arrived at 3:03 p.m.

Howard Barnes arrived at 3:05 p.m.

Discussing the financial reports C. Kemper stated that expenditures for utilities are still running high and are expected to continue to be high through the end of the fiscal year. Library staff are working on various ways to reduce utility related costs. Contracted janitorial services are also high due in part to a system change made at the beginning of the year and this system is under review with the goal of bringing costs back down with the new contract year starting July 1, 2011. C. Kemper added that other expense items are lower than budgeted and so, even with higher utilities and janitorial expenses, the Library is on track to be a little ahead of the budget by the end of the year.

Discussing the Account Activity Report and Fund Balance for Special Accounts, Siragusa clarified that some lines appear with negative balances because of timing issues related to grant spending.

Motion by Dixon to approve the Consent Agenda items before the Board. Second by Mayta. 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 March 2011: Payroll (03/24/11 net cash \$205,003 plus taxes \$75,429) and (04/07/11 net cash \$211,505 plus taxes \$78,384), total amount of \$570,321; General Expense Payments including Checks (#150729-151037), in the amount of \$652,012. (LBM 3649)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for March 2011. (LBM 3650)

Howard Barnes reported on the March 31, 2011 Operations Committee meeting. The Committee discussed the Library's policies on partnerships and the types and scope of partnerships that currently exist between the Library and outside organizations. The Committee agreed that a formal categorization of partnerships was not practical due to the diverse and often unique nature of many partnerships. At the conclusion of the discussion the Committee agreed that the current Program Sponsorship Policies are sufficient and no recommendation would be made to the full Board regarding changes to the policy.

Discussing CollectionHQ software, C. Kemper reported that the software would allow Library staff to more efficiently analyze circulation patterns and gain access to previously unavailable data, saving staff time by providing information useful in decisions about collection weeding and allocation of resources. Prior to going into contract with CollectionHQ, the Library will complete a survey of other libraries regarding their costs for and satisfaction with the software and will negotiate the best price possible for the software as well as training and implementation. J. Kemper requested that the Library amend the recommendation to include Board review of the effectiveness of the software prior to renewal of the contract next year.

Motion by Bell to approve the recommendation of the Chief Executive to contract with CollectionHQ for software licensing and implementation fees and to authorize payment not to exceed \$27,500 as amended. Second by Howard Barnes. Approved unanimously. (LBM 3651)

Anderson gave a presentation to the Board on the Library's Digital Collection Alignment and Digital Usage Plan. Key points included: the changing ways that people are coming to the library (increasingly through handheld digital devices), the shift to more electronic resources, and issues surrounding library card holder access to electronic resources. A staff Digital Strategy Team has been formed to evaluate and make recommendations regarding e-book resources, mobile apps and other digital resource opportunities and issues.

Discussing patron access to digital resources, C. Kemper noted that most libraries charge an out of district library card fee while the Kansas City Public Library does not charge and has historically utilized an "open access" approach in regards to databases and other electronic resources. In the past this resulted in minimal increases in costs, however, the recent surge in e-book usage by patrons combined with the likely changes in the usage limits set by publishers for purchased e-books is projected to drive up the Library's costs for electronic resources considerably. Increasingly out of district card holders are checking out e-books, creating a strain on the Library's resources without contributing to the revenue through taxes. Options under consideration to limit these impacts include restricting access for out of district patrons or charging them either for a library card or for access to the e-book collection specifically. The Board agreed that the policy should be evaluated and that the best solution would involve use of the metropolitan statistical area (MSA) as the boundary rather than the more limited Library district boundary. Library staff will continue to explore and discuss the options and will bring a recommendation for a revised policy to the Board at a future meeting.


C. Kemper discussed the Director's Report with the Board. (LBM 3652) He and Siragusa have been very busy with TIF related meetings and plan to attend the Kansas City Council Planning and Zoning Committee meeting tomorrow to argue that the fixing of sidewalks in the River Market area with TIF money (74% of which would come primarily from the Library and the School District's TIF money) is an egregious violation of the TIF process.


C. Kemper reported that the Black Archives of Mid America, Inc. has narrowed the list of candidates for the director position down to six prospects. He added that plans for the Alvin Ailey exhibit are well underway and the grand opening event is being planned for early 2012.

Due to time constraints, review of the Master Plan Quarterly Update was postponed until the May Board meeting.

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

The meeting adjourned at 4:22 p.m.


Secretary


Date