

## COMMITTEE NOTES

### **Building Oversight Committee Meeting Kansas City Public Library Board of Trustees July 6, 2011**

The Building Oversight Committee of the Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, July 6, 2011, at 11:00 a.m. at the Central Library, 14 West 10th Street, Kansas City, Missouri.

MEMBERS PRESENT: Claudia Oñate Greim (Chair)  
Joan Caulfield  
Leon Dixon  
Olivia Dorsey  
Jonathan Kemper (ex officio)

STAFF PRESENT: Crosby Kemper III, Chief Executive  
Michael Bollinger, Director of Information Technology  
Henry Fortunato, Director of Public Affairs and  
Communication  
Adam Gebhardt, Exhibits Specialist and Senior Designer  
Jerry Houchins, Operations Manager  
Matthew Kemp, Art Director  
Cheptoo Kositany-Buckner, Deputy Director  
Heather Pedersen, Administrative Officer  
Debbie Siragusa, Chief Financial Officer

Oñate Greim called the meeting to order at 11:01 a.m.

Gebhardt and Kemp gave a presentation to the Board on the status of the Central Signage project. The following are highlights from the presentation:

- Nearly two thirds of the signage for Central is complete or in process.
- Pin lettering signs are complete and specialty signs are partially complete with the remainder to be completed by the end of the month.
- Collection signage
  - The Library is considering two different designs for shelf endcap signs, both are coordinated with the existing signage and reflect the design and architectural details of the building.
  - The proposed signs are cost effective, made from durable plastic with a metallic powder coating, and designed to look like the original bronze plaques in the building.
  - Paper inserts allow the Library to change out collection information without having to move the signs.
- Directional signage
  - Elevator and floor orientation signs are in the design phase.
  - An inexpensive floor map has been designed for customer service staff to give to patrons to help them locate materials or areas within the Library.

- Interpretive signs and location/information ID signs are mostly in place. Some existing signs need to be repaired and the remaining signs will match the existing style.
- Art signs are being designed to meet gallery standards.

The extent and best location of bilingual signage, the use of bookcase numbers in addition to range information, and the possibility of completing the installation of endcaps on shelving on the fourth floor were also discussed. The Board requested that prototypes of two larger endcap signs (one in each design) be produced and brought to an upcoming meeting for Board review.

C. Kemper discussed the Library's list of capital improvement needs over the next several years with the Board.

**Motion by J. Kemper to adjourn the meeting. Second by Caulfield. Approved unanimously.**

The meeting adjourned at 11:59 a.m.

Respectfully submitted,

---

Claudia Oñate Greim, Chair  
Building Oversight Committee

---

Date