

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – June 28, 2011

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, June 28, 2011 at 4:30 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
Fran Daniel
Leon Dixon
Billie Howard Barnes
Claudia Oñate Greim

MEMBERS ABSENT: Olivia Dorsey

STAFF PRESENT: Crosby Kemper III, Chief Executive
Terry Anderson, Director of Collection Management
Claudia Baker, Director of Development
Reed Beebe, Purchasing Manager
Lillie Brack, Central Library Director
Dorothy Elliott, Deputy Executive Director for Branch and
Outreach Services
Henry Fortunato, Director of Public Affairs and Communication
Kathleen Hinton, Finance Manager
Pam Kannady, Director of Human Resources
Cheptoo Kositany-Buckner, Deputy Director
Eli Paul, Director of Missouri Valley Special Collections
Heather Pedersen, Administrative Officer
Debbie Siragusa, Chief Financial Officer

OTHERS PRESENT: Abbie Moles
Todd Trent

J. Kemper called the meeting to order at 4:38 p.m.

Motion by Bell to approve the minutes of the May 31, 2011 regular Board meeting and the June 9, 2011 Special Meeting (Community of Readers). Second by Daniel. 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 expenditures C. Kemper stated that they include the purchase of two vehicles for the Library's new fleet, a lighting upgrade at the Trails West Branch, and the purchase of mobile application software that will allow access of the Library website and catalog from mobile phones. Library staff will give a presentation to the Board about the mobile applications once they are completed.

Discussing the financial reports C. Kemper reported that the Library will have a surplus by the end of the fiscal year as a result of both under-spending in the capital budget and materials budget and the receipt of unexpected revenue from several tax categories.

Motion by Caulfield to approve the Consent Agenda items before the Board. Second by Daniel. 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 May 2011: Payroll (05/19/11 net cash \$205,518 plus taxes \$75,916) and (06/02/11 net cash \$204,937 plus taxes \$76,071), total amount of \$562,442; General Expense Payments including Checks (#151278-151546), in the amount of \$1,048,173. (LBM 3660)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for May 2011. (LBM 3661)

Move approval of the recommendation of the Chief Executive to authorize the contract with and/or make payment to the attached list of vendors in amounts not exceed those detailed in the attached list of vendors. (LBM 6662)

Discussing the preliminary 2011-2012 Library Operation Budget Siragusa stated that the budget was similar to last year with an adjustment for lower property tax estimates, which was offset by leaving four additional vacant positions unbudgeted and a reduction in the capital budget. She reported that the proposed budget does not include funds for merit increases or a one-time payout as in previous years, but that the Library will re-evaluate this category in September after receiving the final assessed valuation report for property taxes. She added that the budget does include anticipated increases in health insurance premiums.

Motion by Mayta to approve the recommendation of the Finance and Audit Committee and Chief Executive to adopt a preliminary 2011-2012 Library Operating Budget (General Fund) of \$17,845,181, Gifts/Grants Fund Budget of \$1,050,000, Building Corporation – Debt Service Fund Budget of \$670,894, Capital Development Fund Budget of \$100,000, and Library Parking Garage (Enterprise Fund) budget of \$331,000, and approve changes in fund transfers as noted on the attached schedules. (NOTE: As this action was recommended by the Finance and Audit Committee, no second was needed.) Approved unanimously. (LBM 3663)

Caulfield left at 5:02 p.m.

Siragusa introduced Trent and Moles, the Library's representatives with Lockton Companies, LLCs. Trent discussed the Library's proposed contracts with The Travelers Company, Inc. and Chubb Group of Insurance Companies. He stated that the 8% overall rate increase was largely due to higher loss ratios in workers compensation over the last several years. He added that the high ratio is due to a small number of high cost claims rather than the frequency of claims.

Motion by Daniel to approve the recommendation of the Chief Executive to contract with The Travelers Company, Inc. and Chubb Group of Insurance Companies for coverages outlined below and to authorize the payment of total premiums and fees

to Lockton Companies LLC of \$152,867 for FY 2011-2012. Second by Mayta. Approved unanimously. (LBM 3664)

Motion by Bell to approve the recommendation of the Chief Executive to authorize the formal adoption of the proposed revised Library Policies 531-546 and 560 relating to procurement as placed on the Policy Calendar in May 2011. Second by Oñate Greim. (LBM 3665)

C. Kemper discussed the Director's Report with the Board. (LBM 3666) He reported that as part of the ALA Annual Conference he attended a Fiber to the Library Group meeting which included a discussion of the Google Fiber project and the Library's role in this project. He added that the Library plans to apply for a grant offered by the IMLS and the MacArthur Foundation for a YOUmedia digital outreach center, focused on teens using digital equipment to tell stories.

J. Kemper requested that the Trustees receive information about the next ALA meeting along with travel reimbursement forms.

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

The meeting adjourned at 5:20 p.m.

Joan Caulfield
Secretary

7/27/11
Date