

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
August 15, 2023.

The hybrid meeting of the Library Board of Directors was held on Tuesday August 15, 2023 at the Advanced Learning Library with the following present in person: Ms. Lauren Hirsh, Mr. Randall Johnston, Mr. Kevin McWhorter, Ms. Shelby Petersen, Ms. Ericka Sauer, Mr. Chuck Schmidt, and Mr. Jonathan Winkler. The following attended virtually: Ms. Donna Douglas, Dr. Justin Henry, Ms. TaDonne Neal, and Dr. Maaskelah Thomas.

Call to Order

Kevin McWhorter called the meeting to order at 12:02 p.m., a quorum being present.

Approval of the Agenda

Shelby Petersen moved (Sauer) to approve the agenda as published. **Motion carried unanimously.**

Public Comment

None

Staff Presentation

Sean Jones, Communications Specialist, updated the Board on the wayfinding project at the Advanced Learning Library, which will expand to branches. Customers have expressed difficulty interpreting signage and locating needed services, as well as getting staff members' attention when away from information desks, which has led to frequent visits to the security desk for directions. An enhancement walkabout within the Advanced Learning Library identified a number of measures to improve building navigation that will soon be implemented. These include installing signage at the east entrance showing where to return materials, creating a QR code for the building map, installing large signs for each collection, placing visual cues for the locations of print/copy/fax services, and labelling customer access points for High Density 1 and 2.

From August 31 to October 27, the Library will host a library card design contest to solicit artistic designs for three new library card blanks—one each for the age groups of kids, teens, and adults.. Each contestant will be eligible to submit a design for the blank intended for his or her age group. The Public Affairs committee will review entries and select two finalists for each category, which will then be voted on through social media polls.

Other upcoming projects and promotions include the Family Place Library media briefing on September 14, the Manhattan Short Film Festival on September 29, and the Tallgrass Film Festival on October 6-7. Registration for the adult spelling bee will open soon, and Kansas Reads to Preschoolers will take place in November.

Approval of Minutes

Minutes of the regular meeting held on July 18, 2023 were presented. Kevin McWhorter noted the WGS report was not in the July minutes and needed to be added. Lauren Hirsh moved (Schmidt) to approve the minutes as corrected. **Motion carried unanimously.**

Unfinished Business

Director Nix summarized the work being done to accommodate a 5% budget decrease in 2025. A list of money-saving options includes (but is not limited to) installing solar panels across all locations, extending passport services to the Advanced Learning Library, selling reading-inspired merchandise, using wifi to reduce the number of fixed station PCs, providing book mending services, eliminating unique curbside service, and canceling the chat help service. Board members requested that Library leadership investigate funding opportunities for solar panels in partnership with Public Works.

New Business

None

Finance Committee Report

On behalf of the Finance Committee, Chuck Schmidt moved to approve the July finance report and supplemental bills in the following amounts: General Fund bills of \$852,678.79; Grant Fund Bills of \$23,586.62; and Gift and Memorial Fund bills of \$15,992.16, for a total of \$892,257.57. **Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to approve a change order in the amount of \$11,166.67 from SCKLS23 to add loudspeaker announcement capabilities in all public spaces of the Advanced Learning Library, as recommended by staff. **Motion carried unanimously.**

Operations Committee Report

No report

Planning & Facilities Committee Report

The committee discussed work being done on the Westlink branch remodel.

Public Affairs Committee Report

No report

Special Committee Reports

Friends of the Library –

No report

Library Foundation – Kristi Oberg announced she is resigning as Foundation CEO and her last day will be November 17. A committee is currently working to identify and hire a replacement by mid- to late October in order to allow adequate time for onboarding and training. The Foundation has raised \$813,200 of the \$2 million goal. Library Board members were encouraged to consider a gift to the annual fund and the capital campaign.

Wichita Genealogical Society (WGS) – Fred Knoblauch introduced himself as the representative for the Wichita Genealogical Society until a new member is found to replace Julie Crawford on a more permanent basis.

Director of Libraries Report

Director Nix reported that the RFID technology update will begin soon. It will involve tagging the collection and installing RFID readers in equipment that handles physical items, such as service desks, self-checkouts, and the automated materials handler.

The Library is currently recruiting for a Senior Librarian position at the Alford Branch. As part of this process, staff is working with the Human Resources Department to incorporate language in the Senior Librarian and Librarian job descriptions that stresses the Library’s commitment to community engagement, leadership, and diversity.

Program options for the 2024 budget remain under consideration, and staff will be informed once a decision is made. The City Council will vote on the 2024 budget on August 22.

Board members are invited to the Maker Faire at the Advanced Learning Library on August 26. The Library is partnering with Exploration Place to host this event, which will feature music, food, and more than fifty maker demonstrations throughout the day. It is free and open to the public.

Justin Henry and Donna Douglas left

Announcements

None

Adjournment

The meeting was adjourned at 1:05 p.m.

The next regularly scheduled meeting will be September 19, 2023.

Respectfully submitted,

Jaime Nix