

A G E N D A

Wichita Public Library Board of Directors Meeting

Tuesday, January 16, 2024– 12:00 p.m.

Board Room

Advanced Learning Library, Second Floor

711 W 2nd, Wichita KS 67203

1. Call to Order/Introductions
2. Approval of the Agenda
3. Public Comment
4. Staff Presentation: Enhanced Library Cards, WPL, City of Wichita, and United Way
5. Minutes of the December 19, 2024 meeting
6. Unfinished Business
 - a) Enhanced Library Cards: CIR-001 Customer Registration
7. New Business
 - a) Approval of Invoices over \$10,000 – Overdrive Magazines
 - b) 2025 Program Option
8. Finance Committee Report
9. Operations Committee Report
10. Planning & Facilities Committee Report
11. Public Affairs Committee Report
12. Support Organization Reports
13. Director of Libraries Report
14. Announcements
15. Adjournment



Monthly Activity Report

December 2023

Service Highlights

Outreach initiatives continue to perform well. The Book Bus made stops at Boston Park, Great Plains Nature Center, Harrison Park, and the Kansas Global Holiday Market. Residents who have visited the bus say they are happy to see this service and have said they saw the bus on the news or driving around Wichita. Additionally, volunteers have been effective in helping the library maintain outreach services.

The Alford Branch held a children's program about natural disasters based around the popular *I Survived* book series. Kids build structures and tested them to see if they could withstand an earthquake, made tornadoes in bottles, and conducted flood experiments. They also talked about how extreme weather happens and shared their own experiences that will be made into a future book display.

Staff announced the categories for the 2024 #ReadICT challenge with a special video featuring friends from the Kansas Humane Society. This annual reading challenge is designed for adults to read 12 books from 12 categories in 12 months. This year's categories are: a book with a map, a book you meant to read last year, a book about something lost or found, a collection (stories, poems, etc.), a book by or about someone neurodivergent, a book set in space, a book someone told you not to read, a book with a reason in the title, a book featuring an animal sidekick, a book with a recipe, a book published the year you turned 16, a book by an indigenous author.

At the Advanced Learning Library during the month of December, Circulation Library Assistant Michael Apinyakul was able to interact with a couple customers who sang praises about the library's new focus on access to information without barriers. One customer said that he feels more comfortable checking out DVDs now. Due to inconsistent access to transportation, in the past was left with late fees. Another customer said she was on a fixed income and simply could not afford late fees, but now when she checks out materials, she does so without worry.

The Library added several new databases in 2023, the most popular is Newspapers.com. It had more than 18,000 uses in its first seven months of service.

Kanopy performed well in 2023. Customers visited Kanopy 244,100 times and played 32,991 videos for a total of 1.2 million minutes. This is up from 139,900 visits, 28,356 video plays and 925,300 minutes watched in 2022.

Other News

Orchestra students from Christa McAuliffe Academy stopped by the Advanced Learning Library on Tuesday for a short winter concert. They stopped at many locations around Wichita on a mini holiday music tour to spread holiday cheer to unlikely places. They read and performed “’Twas the Night Before Christmas” and other holiday classics.

The Library partnered with Watermark Books last week to host author and illustrator Jan Brett. Nearly 400 people came to hear Jan talk about her research process and see a live drawing demonstration.

New Angelou Community Services Librarian Parker Daniel started work at WPL in late November. In December, Parker started some outreach activities and has reached out to Anthony Joiner of Mulberry Gallery to discuss plans for a short-term art exhibit to potentially be displayed in early 2024 and an ongoing art partnership after the branch remodel, in which the gallery will lend works to be displayed at Angelou. Parker has also begun setting up outreach for the HumanKind Ministries’ Emergency Winter Shelter which was recently opened just down the street from the Angelou Branch. Finally, Parker attended the CHIP: Food Access Workgroup meeting on December the 18th. The workgroup works toward coordinating a communication hub in the form of a one-stop website for food resources, handy with a single QR code, and administering a survey to gauge access to food resources. Going forward, the library can connect the community to these resources by disseminating this information.

Staff is working on creating the Library’s new online programming calendar and meeting room websites. The Library purchased Communico in October. Communico is the library industry leader in this type of software and offers both a more modern and refined interface plus lots of new features for customers and staff.

There are 100 customers certified to 3D print. The technology training staff was busy with programming in December. They taught 11 technology classes with 96 students, and completed 294 Book-A-Librarian appointments. Customers were given assistance on unemployment filing, resume posting and printing, passport applications, printing court documents, phone assistance, tax forms, and online security issues.

The top circulating titles for 2023:

Print Fiction:

1. Desert Star by Michael Connelly (247 checkouts)
2. (tie) Lessons in Chemistry by Bonnie Garmus (238 checkouts)
3. (tie) The Boys from Biloxi by John Grisham (238 checkouts)
4. Long Shadows by David Baldacci (220 checkouts)
5. A World of Curiosities by Louise Penny (219 checkouts)
6. It Starts With Us by Colleen Hoover (212 checkouts)
7. Going Rogue Rise and Shine Twenty-Nine by Janet Evanovich (211 checkouts)
8. Storm Watch by CJ Box (195 checkouts)
9. Mad Honey by Jennifer Finney Boylan & Jodi Picoult (189 checkouts)
10. It Ends With Us by Colleen Hoover (184 checkouts)

Print Nonfiction:

1. Spare by Prince Harry (382 checkouts)
2. Scott Standard Postage Stamp Catalogue (332 checkouts)
3. I'm Glad My Mom Died by Jennette McCurdy (246 checkouts)
4. Can't We Talk About Something More Pleasant? by Roz Chast (246 checkouts)
5. Becoming Free Indeed: My Story of Disentangling Faith From Fear by Jinger Duggar Vuolo (92 checkouts)
6. Hungry Gril Simply Comfort: Feel-Good Favorites For Your Slow Cooker & Air Fryer by Lisa Lillien (91 checkouts)
7. (tie) Secret Kansas: A Guide to the Weird, Wonderful and Obscure by Roxie Yonkey (90 checkouts)
8. (tie) The Wager: A Tale of Shipwreck, Mutiny, and Murder by David Grann (90 checkouts)
9. (tie) Guinness World Records (89 checkouts)
10. (tie) Killers of the Flower Moon: The Osage Murders and the Birth of the FBI by David Grann (89 checkouts)

Print Children's:

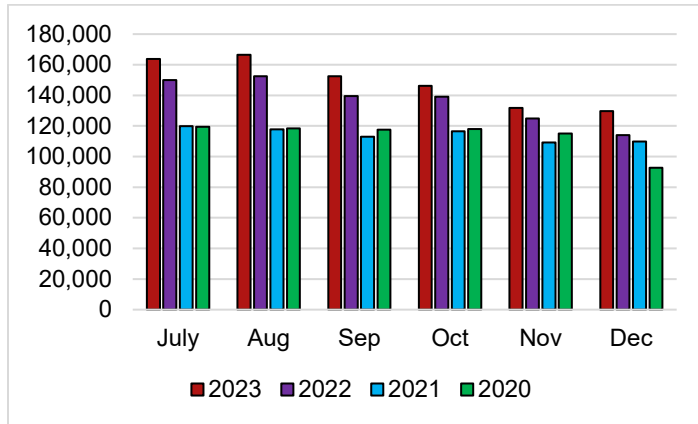
1. Dog Man # 6: Brawl of the Wild by Dav Pilkey (196 checkouts)
2. Dog Man #3: A Tale of Two Kitties by Dav Pilkey (191 checkouts)
3. Dog Man #1 by Dav Pilkey (182 checkouts)
4. Dog Man #4: Dog Man and Cat Kid by Dav Pilkey (178 checkouts)
5. Dog Man #10: Mothering Heights by Dav Pilkey (169 checkouts)
6. Cat Kid Comic Club #4: Collaborations by Dav Pilkey (168 checkouts)
7. Dog Man #5: Lord of the Fleas by Dav Pilkey (166 checkouts)
8. Harry Potter and the Sorcerer's Stone by JK Rowling (162 checkouts)
9. Cat Kid Comic Club #1 by Dav Pilkey (156 checkouts)
10. Dog Man #2: Unleashed by Dav Pilkey (153 checkouts)

eBooks and Audiobooks:

1. Fourth Wing by Rebecca Yarros (891 checkouts)
2. It Ends With Us by Colleen Hoover (774 checkouts)
3. You Shouldn't Have Come Here by Jeneva Rose (714 checkouts)
4. Girl, Forgotten by Karin Slaughter (701 checkouts)
5. It Starts With Us by Colleen Hoover (589 checkouts)
6. Spare by Prince Harry (568 checkouts)
7. The Locked Door by Freida McFadden (565 checkouts)
8. A Court of Thorns and Roses by Sarah J. Maas (561 checkouts)
9. Verity by Colleen Hoover (525 checkouts)
10. Can't We Talk About Something More Pleasant? by Roz Chast (511 checkouts)

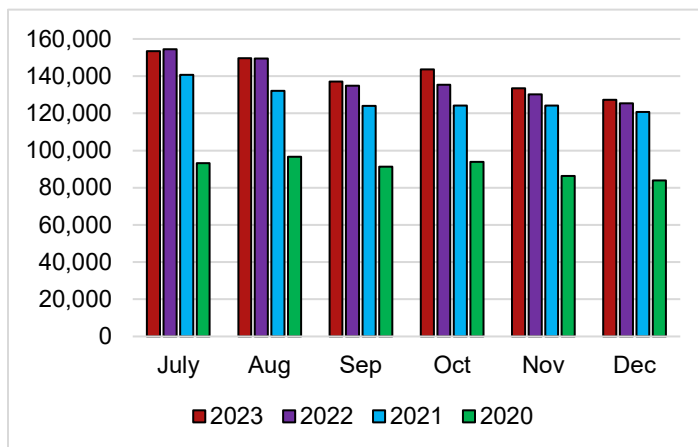
Service Dashboard

LIBRARY VISITS (door count, catalog sessions, and website visits)



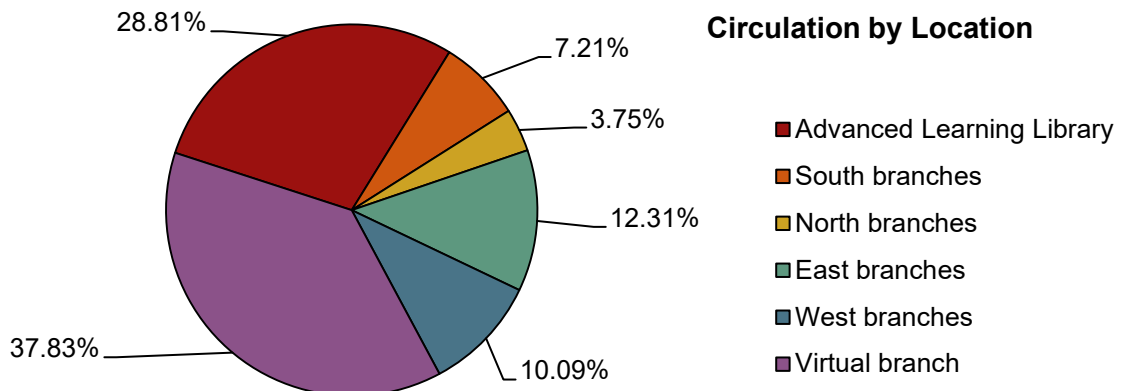
	DECEMBER		
	2023	2022	% change
Door Counts	44,645	42,365	5.38%
Catalog Log-ins	32,128	30,770	4.41%
Website Visits	52,596	40,897	28.61%
CONTENTdm Users	229	523	-56.21%
Total	129,598	114,555	13.13%

CHECKOUTS

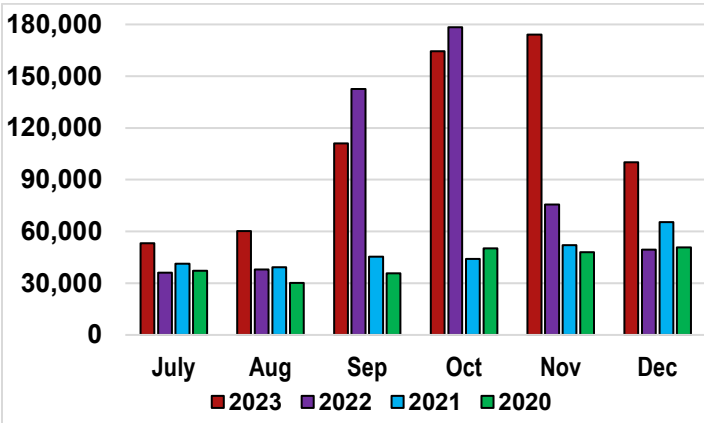


	DECEMBER		
	2023	2022	% change
Physical Circ	79,144	82,870	-4.50%
Virtual Circ	48,163	42,495	13.34%
WPL	48,163	35,817	34.47%
State	N/A	6,678	N/A
Total	27,307	125,365	1.55%

The State Library had not reported December circulation data by this report's publishing date.



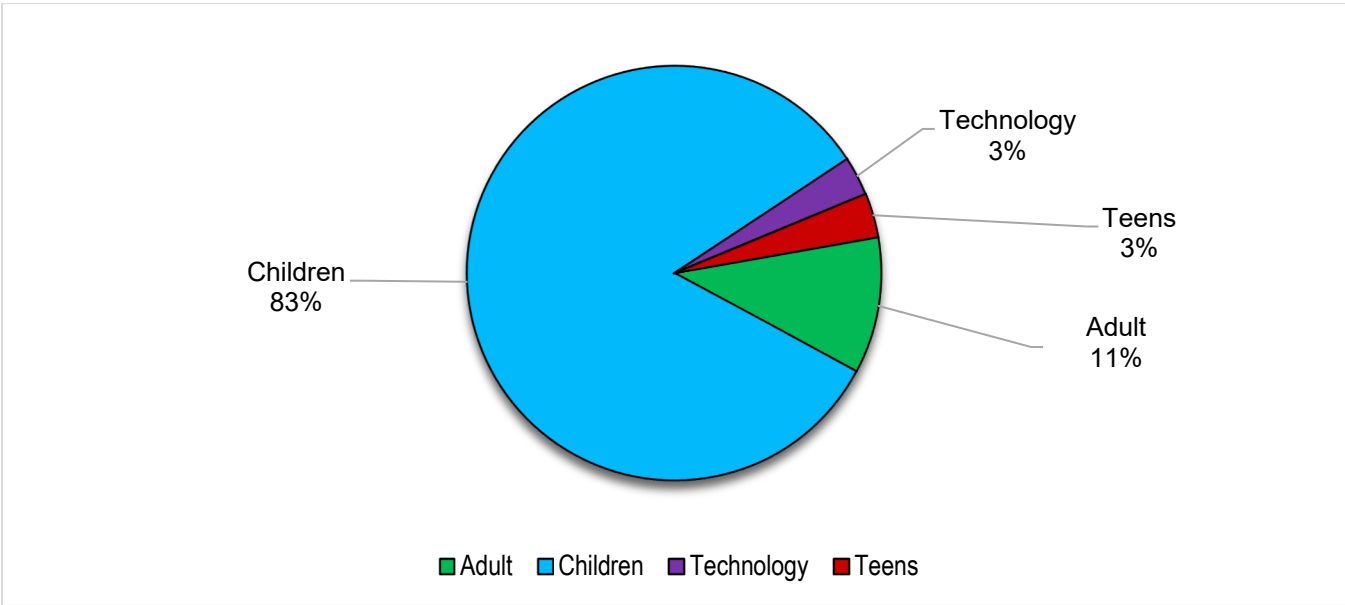
QUESTIONS ANSWERED (by staff in person/phone and through online services)



DECEMBER			
	2023	2022	% change
Reference Questions	5,801	5,009	15.81%
Database Searches	90,338	41,574	117.29%
Technology Assistance	3,569	2,715	31.45%
Book-A-Librarian Appointments	296	233	27.04%
Total	100,004	49,531	101.90%

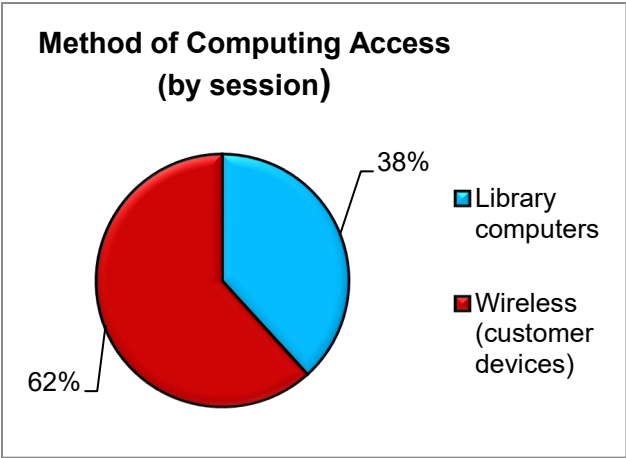
Usage data for the Auto Repair database was not available by this report's publishing date.

PROGRAM ATTENDANCE



DECEMBER ATTENDANCE			
	2023	2022	% change
Adult events	232	173	34.10%
Children's events	1,806	976	85.04%
Technology training	66	32	106.25%
Teen events	75	65	15.38%
TOTAL	2,179	1,246	74.88%

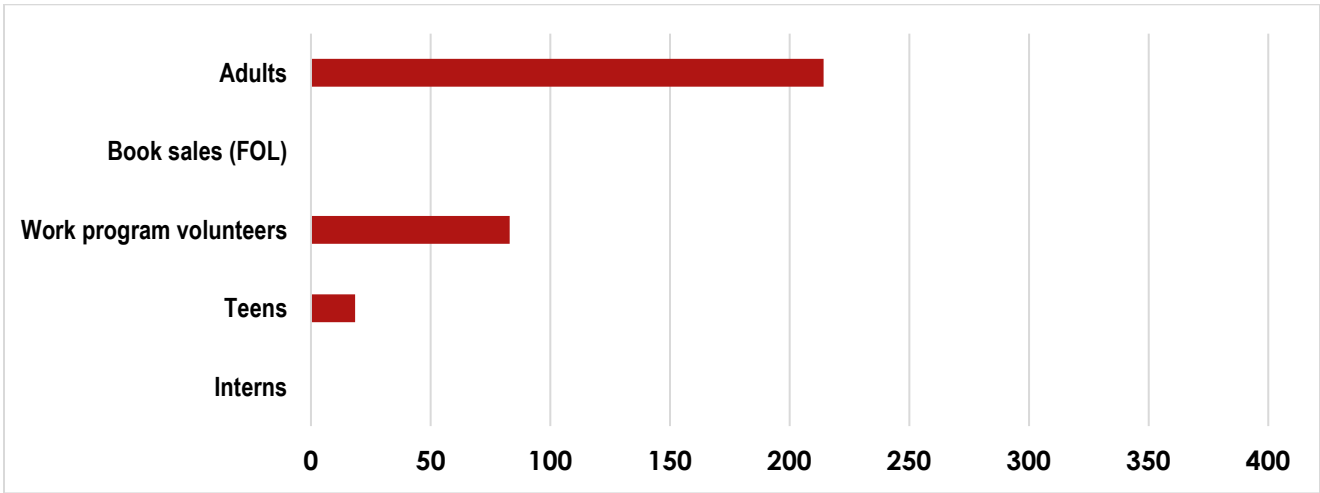
PUBLIC COMPUTING



DECEMBER

	2023	2022	% change
Workstation Sessions	5,517	4,053	36.12%
Wi-Fi Sessions	8,899	8,611	3.34%
Number of Users	1,233	1,091	13.02%
Hours of Access	9,240	8,238	12.16%

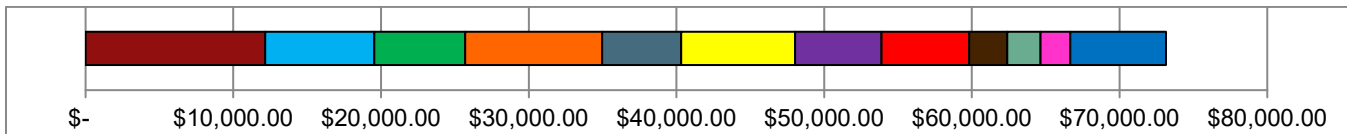
VOLUNTEERS (hours of service)



Number of volunteers YTD = 141 Hours of service YTD = 7,766

Friends of the Library volunteer data were not available by this report's publishing date. The hours of service YTD includes some volunteer hours submitted after the last report's publishing date.

MATERIALS DONATIONS (value if purchased)



Year to date total = \$73,134.41 Items added to Library collections YTD = 3,957

Service Snapshot: Recent Raving Fans Stories

A new customer came to the Rockwell Branch to register for a library card. She had just moved to Wichita from Colorado, and because her previous library had been (in her words) "state-of-the-art," she was worried about what Wichita's library system would be like given a smaller city and presumably smaller resources. Long story short, she was impressed. As she left, she held her library card close to her chest and said "Getting this card was very important to me, because this means I'm home." As she left, a customer welcomed her to Wichita and they began talking about things to do in Wichita.

Two librarians at the Walters Branch helped a customer print emails off of his phone. As they were navigating the print job, the customer's phone died. The librarians remembered they had a phone charger they could use to help the customer finish his task. He left with a smile on his face and said "you are all beautiful people."

Librarian Cathy Hickey from the Advanced Learning Library organized a gift card drive, asking library staff to donate cash or \$5 gift cards for local fast food restaurants that could be given out to customers. With the generosity of library staff, each library location received a number of McDonalds gift cards to distribute. Evergreen staff member Sara gave a gift card to a woman, who started crying and said that this would be the only gift she would get this year. She said her husband died recently and she lives with her special needs son and mother and they had no money for gifts after paying for his funeral. Her son was with her, so Sara gave him a gift card as well. The customer then said she had a dream the night before that McDonalds gave her a gift card but was so surprised by the kind gesture and was not expecting it to come from the library.

Walters Library Assistant Rachel had the privilege of helping a woman get some extremely important copies made: memories of her daughter who'd recently passed away. The copies were for her grandchildren to remember their mother, and the paper was an unusual size that the copy machine continued to crop. Rachel worked with her to print them on larger paper and manually cut each page down to size with the paper cutter to make sure not a single word was cropped. When finished the woman gave Rachel a tearful and heartfelt thank you for the kindness of taking such care with her memories, and she left singing our praises to anyone who would listen.

A customer called ahead to Rockwell one evening to ask if it was possible to scan documents at the Library. They were gratified to learn that not only was it possible, but that the service was free! They had previously contacted Fed Ex to digitize their documents and were told it would be .50 per page to scan. They further said that the library hadn't been on their radar as a place they could get these kinds of services until just now when they were trying to find an alternative to for-profit business service.

A [recent Reddit thread](#) sung praises for the Library's subscription to Kanopy: "I just discovered Kanopy as well. Easy to download and was impressed by the movie selection. We watched two great movies over the weekend. Our library is amazing!"

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
December 19, 2023.

The hybrid meeting of the Library Board of Directors was held on Tuesday December 19, 2023 at the Advanced Learning Library with the following present in person: Ms. Donna Douglas, Ms. Lauren Hirsh, Mr. Kevin McWhorter, Ms. Shelby Petersen, Ms. Ericka Sauer, and Mr. Jonathan Winkler. The following attended virtually: Ms. TaDonne Neal and Dr. Maaskelah Thomas.

Call to Order

Kevin McWhorter called the meeting to order at 12:03 p.m., a quorum being present.

Approval of the Agenda

Lauren Hirsh moved (Neal) to approve the agenda as published. **Motion carried unanimously.**

Public Comment

None

Staff Presentation

Director Nix and Communications Specialist Sean Jones presented information about a potential opportunity to use the café space at the Advanced Learning Library, which has lain vacant for the majority of 2023 owing to limited vendor interest in running a coffee shop out of it. Library leadership has had multiple conversations with staff and stakeholders to identify new ideas for better employing this space to benefit customers, a share of whom experience ongoing food insecurity. One possible model consists of the pay-as-you-go refrigerator the owner of a nearby coffee shop runs on behalf of food-insecure community members; this is reported to have worked well over the years. The Library proposes to partner with Wichita Workforce to develop a business plan and design program support for an operating concept in which a paid café manager would supervise trainee volunteers to run the café space on a nonprofit, pay-as-you-go basis. Director Nix requested Board members' views on feasibility, potential security concerns, realistic expectations, and more, on the understanding that further research and work plan development will be needed to move forward with this idea.

Dr. Thomas joined virtually.

Approval of Minutes

Minutes of the regular meeting held on November 21, 2023 were presented. Donna Douglas moved (Neal) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

Director Nix reported that Library leadership continues to work on the Enhanced Library Cards update to policy CIR-001 Customer Registration. It will be brought back to the board in January, when representatives of the United Way will attend to discuss in detail the potential benefits of this new card type.

New Business

None

Finance Committee Report

President McWhorter reported the committee lacked a quorum.

On behalf of the Finance Committee, President McWhorter moved (Hirsh) to approve the November finance report and supplemental bills in the following amounts: General Fund bills of \$929,492.46; Grant Fund Bills of \$100,660.40; and Gift and Memorial Fund bills of \$14,307.36, for a total of \$1,044,460.22. **Motion carried unanimously.**

On behalf of the Finance Committee, President McWhorter moved (Neal) to pre-approve the LinkedIn Learning 2024 invoice for \$19,600.00 so it can be paid once it arrives as recommended by staff. **Motion carried unanimously.**

On behalf of the Finance Committee, President McWhorter moved (Sauer) to approve the invoice from Newsbank to renew its services for 2024 for \$36,275.00. **Motion carried unanimously.**

Operations Committee Report

TaDonne Neal reported that the committee discussed ideas for use of the café space at the Advanced Learning Library and the continued work on the policy for the enhanced library cards.

Planning & Facilities Committee Report

Lauren Hirsh reported the committee did not have a quorum but staff outlined plans for the groundbreaking for Westlink scheduled on January 4, 2024.

Public Affairs Committee Report

Ericka Sauer reported the committee discussed the recent publicity surrounding the new token locks on the family restrooms at the Advanced Learning Library, events being held during Black History Month, and possible ideas for expanding more into social media platforms like TikTok. The library card design contest will conclude on December 31, with notifications going out to winners in late January. A City Council monthly newsletter is being created in order to build a more informed relationship with City Council members.

Special Committee Reports

Friends of the Library – Erin Shields reported that the Friends had a successful book sale in December with 385 attendees; it earned approximately \$2,100. Earlier this year, the Friends partnered with the WSU ShockerLab to create new promotional materials that will be launched in 2024. Recruitment for new board members continues.

Library Foundation - Jennifer Keller reported the Library Foundation has hired a new CEO, who will start work in February. The Foundation has received more state tax credits. Thank-you letters to donors are currently being mailed.

Wichita Genealogical Society (WGS) – No report

Director of Libraries Report

The groundbreaking for the Westlink Branch remodel will be held at 10:45 am on January 4, 2023 at the branch location on Bekemeyer Road.

The RFID project continues to complete work faster than expected, with teams now out in the branches tagging collections.

A self-checkout machine has been installed at the Maya Angelou Branch.

Recruitment has begun for the new Library Resource Officer positions.

Operational hours at the Walters and Maya Angelou branches will be extended beginning in February.

Announcements

None

Adjournment

The meeting was adjourned at 1:04pm.

The next regularly scheduled meeting will be January 16, 2024.

Respectfully submitted,

Jaime Nix



INTEROFFICE MEMORANDUM

TO: Library Board of Directors
FROM: Jaime Nix, Director of Libraries
SUBJECT: Enhanced Library Card and Policy Update: CIR-001 Customer Registration
DATE: January 8, 2024

Background: The lack of photo identification is a real problem for many types of local residents, and especially for vulnerable populations for a variety of reasons. Individuals who are victims of domestic violence may not have documents needed to establish new residency. Photo IDs are needed to open bank accounts and to receive some medical and municipal services. More and more institutions are requiring photo IDs to prevent identity theft. In addition, two forms of identification are needed to conduct some forms of business. Obtaining a Kansas State ID can be a challenge for some individuals due to cost and multiple official documents are required, many of which have additional costs.

Analysis: Library staff have researched this program in multiple urban communities and determined that the most successful way this option can be available is for there to be a strong community partner involved, and that the service needs to be mobile so it can be offered at events or outreach efforts where the audience needs the assistance. Because of the broader implications for City services, a project team has been underway with the discovery and design of the service, which is expected to launch in 2024.

The Wichita Public Library and United Way are partnering to provide an Enhanced Library Card option to individuals in the Wichita community. The Enhanced Library Card is a library card with full library card benefits that will include a photo, name, birthdate, address and expiration date. The Enhanced Library Card is not a municipal ID and will not be able to be used to obtain a passport or for voter registration. The new library card type will be issued by the library who will collaborate with the United Way to assist individuals who are without identification take next step towards restoring their identification and/or navigating other basic needs they may have.

Financial Considerations: Preliminary budget estimates are \$5000 for the printer and updated supplies needed. Ongoing operational costs can be paid for from General Fund supplies.

Legal Considerations: The Law Department has approved the policy language.

Recommendations/Actions: It is recommended that the Library Board adopt the modification to include Enhanced Library Cards in policy CIR-001 Customer Registration.

CIR-001 Customer Registration

A Library card will be issued to any registering customer who provides proof of identity with name and proof of current address, and who agrees to abide by the circulation policies of the Library.

A customer's first Library card is free. Replacement cards will be issued for lost, stolen or damaged cards at the cost of \$2.00 per card. Worn cards will be replaced with current cards free of charge. Customers must present some form of identification with documentation of a current address. Adults are required to show proof of current address for a library card for themselves and for any minor.

Library accounts that have been expired for three years with balances under \$10.00 and are free from messages that may prevent library use will be deleted.

There are different types of Library cards that may be issued to customers. Below is a list of these types and a brief explanation of each.

1. ADULT

An adult Library card is issued to any person living in Kansas who is 18 years of age or older or an emancipated minor.

An adult who is under legal guardianship or conservatorship or who is a resident of a residential facility for the developmentally disabled (such as KETCH) may obtain a library card with the consent of the person who has legal control of that adult's finances.

2. E-CARD

Adults over 18 years of age may receive an E-card in order to have access to computers, digital collections and electronic resources. An E-card may be issued by staff to groups or individuals for the purpose of paying meeting room fees online. E-cards do not permit a customer to check out physical material, place holds, or submit interlibrary loan requests. Address verification is not required for this card. Instead, photo identification and verification of birth date are required.

3. ENHANCED

Adults over 18 years of age may receive an Enhanced card that will provide all borrowing privileges, and the physical card will include the customer's name, library card number and scannable barcode, photograph, address, date of birth, card expiration date, and statement on its face that "Not valid for state ID." Individuals must be present to verify documents and have a photo taken.

4. FIRM

A firm card is issued to any business or organization that provides a written request on letterhead stationery. Firms must agree to be responsible for all items borrowed on the agency account. Only those persons authorized to use the card will be allowed to charge materials on the firm card. Firm cards are only issued at the Advanced Learning Library and will be kept at the Advanced Learning Library, although accounts may be created to allow borrowing privileges from any Library location.

4.5. HOMEBOUND

Acceptance of new customers into the homebound delivery program was suspended in 2016 but services continue to customers previously registered for this program.

5. INTERLIBRARY LOAN (ILL)

Libraries to which the Wichita Public Library sends materials through Interlibrary Loan protocols receive accounts with the ILL card type. Libraries within Sedgwick County receive a special subset of ILL account to indicate that they make loan requests directly through the Library catalog rather than through traditional ILL protocols and systems.

67. MINOR

A minor card is issued to any person living in Kansas who is under the age of 18 and who has not been emancipated. An adult with a Library account in good standing may apply for the card. The card will be associated on issuance as a means to hold the adult financially responsible for the minor's debt. Minors who are 16 years of age or over who are or have been married may show a marriage certificate in order to receive a library card without an adult's signature. Minors who have been conferred the rights of majority by a District Court must present a copy of the court's order before receiving a library card.

78. MINOR E-CARD

Youth under the age of 18 may receive a Minor E-card in order to have access to computers, digital collections and electronic resources. E-cards may not be used to borrow physical material, place holds, or submit interlibrary loan requests. Any Internet access provided to Minor E-card account holders must be filtered per terms of the Children's Internet Protection Act. Address verification is not required for this card. Instead, photo identification of the minor or authorizing adult is required. Minor E-cards expire when the customer turns 18. Minor E-cards may be issued to students upon the request of their teacher (See CIR-004 Issuing Cards to Tour Groups and Classrooms).

89. NON-RESIDENT CARD

A non-resident card is issued to any customer who lives outside the state of Kansas. The customer will be limited to two physical items checked out at any time on their card and have access to all digital material.

910. OUTREACH

Outreach cards will be issued to groups, schools, or agencies that are receiving bulk loans. Outreach cards are issued through the Education and Engagement Division.

1011. SELF-REGISTERED

Customers who complete an online registration for a library card will be given a card type of Self-Registered until the registration process is completed with library staff. Self-registered accounts expire in six months if they are not updated.

112. STAFF

A staff Library card is issued to any current Wichita Public Library staff member. New employees will not need to re-register, but will be changed to a staff account during employee orientation. Staff status is removed from accounts at the conclusion of an employee's last day in pay status.

1213. STUDENT E-CARD

Through a formal partnership with an area school district, a Student E-card can be issued electronically to provide access to online and digital resources, research, and reading material. Limited personal data is provided from the school, and the account is not associated with an adult account. Student E-Cards will expire after the student graduates from school. Card numbers assigned to this code will typically be the student ID.

1314. WICHITA WORK RELEASE

Inmates of the Wichita Work Release Facility (WWRF) have access to the Wichita Public Library collection as required by state statute. Accounts are limited to use at the Advanced Learning Library and are for the loan of books. WWRF documentation is used to create these accounts.

1415. BANNED

The banned account type is used to document customers who have been permanently banned from Wichita Public Library facilities.

Related City Codes and Ordinances

City Code Section 5.92.020; City Ordinance No. 34-827 (part)

Related Forms

Registration Form; Internet Access Restriction Form

Updated: May 2023



INTEROFFICE MEMORANDUM

TO: Library Board of Directors
FROM: Sarah Kittrell
SUBJECT: Approval of Invoices Exceeding \$10,000 – Overdrive Magazines
DATE: February 7, 2023

Background: In February 2022, Wichita Public Library subscribed to Overdrive Magazines, a service that currently offers simultaneous use access to 4,528 digital magazines for \$17,500. Available titles include *The New Yorker*, *HGTV Magazine*, *Food Network Magazine*, and *National Geographic Magazine*, among thousands of others. The magazine offerings also include over 200 titles in Spanish. These e-magazines are available to customers through the existing Libby app, which customers currently use to access e-books and e-audiobooks, and the Wichita E-Reads website.

During its first year of service, customers borrowed 18,803 magazines through Libby, which works out to \$0.93 a use.

The Overdrive magazine subscription was up for renewal on February 7, 2023. With approval from Director Nix, staff renewed the plan for \$17,500 on February 7, 2023.

Financial Considerations: The cost for a 1 year subscription to Overdrive Magazines remains \$17,500.

Legal Considerations: Subscribing to Overdrive Magazines does not impact the Library's current terms of use with Overdrive, Inc.

Recommendations/Actions: It is recommended that the Board approve paying an invoice of up to \$17,500, based off of the attached quote, for a one-year subscription to Overdrive magazines.

Attachments:

Overdrive Magazine quote



QUOTE

One OverDrive Way
 Cleveland, OH 44125
 Phone: +1 216 573 6886 Fax: +1 216 672 0087
 Website: <http://www.overdrive.com>
 Email: invoicing@overdrive.com

Quote Number	Q-3224-0001-2023
Date	12/21/2023

Quoted To
 Wichita Public Library (KS)

Note: All prices for titles listed on this quote are accurate as of 12/21/2023. Please remember that all title pricing is subject to change and your final purchase price may vary if the titles are not purchased on the same day the quote is created.

Please note that titles in this plan can be added and removed from your collection at any time.

Total Titles 5382

Total Quote \$17,500.00

Customer ID	Customer Email	Purchase Order No.	Payment Terms		
3224-0001	skittrell@wichita.gov		N/A		
Title	Publisher	Frequency	Format	Lending model	
The New Yorker	Conde Nast US	Weekly		SU	
Us Weekly	A360 Media, LLC	Weekly		SU	
New Scientist	New Scientist Ltd	Weekly		SU	
HELLO! magazine	Hello! Limited	Weekly		SU	
Woman's World	A360 Media, LLC	Weekly		SU	
National Geographic Magazine	National Geographic Society	Monthly		SU	
The Week Magazine	Future Publishing Ltd	Weekly		SU	
Cook's Illustrated	Boston Common Press, LP	Every other month		SU	
Prevention	Hearst	Monthly		SU	
Newsweek	The Newsweek/Daily Beast Company LLC	Weekly		SU	
Guardian Weekly	Guardian News & Media Limited	Weekly		SU	
Good Housekeeping	Hearst	Every other month		SU	
In Touch Weekly	A360 Media, LLC	Weekly		SU	
Radio Times	Immediate Media Company London Limited	Weekly		SU	

TO: Library Board of Directors
FROM: Jaime Nix
SUBJECT: 2025 Program Option
DATE: January 9, 2024

Background: City Departments prepare annual budget program options as a general obligation budget consideration. In 2023, the City supported the elimination of overdue fees and added a Family Literacy Coordinator position. For 2024, the City supported the expansion of hours at Maya Angelou and Walters branch locations by adding two Community Services Librarian positions. In preparation for the upcoming budget planning cycle, Library Leadership has reviewed the forecasted work ahead and whether budget gaps exist to achieve this work.

At this time, multiple factors are being considered as there is a convergence of two planning documents: the completion of the Branch Master Plan and the launch of a newly defined Strategic Agenda. Highlights from these plans include:

- The building footprint and number of service points at the Rockwell and Westlink Branches will expand to support drive-up access
- Staffing levels at branch locations are consistently studied for efficiencies but business operations are lean and community use is growing.
- The Strategic Agenda is highlighting an emphasis on outreach to non-users, especially in low-access neighborhoods. Wichita Public Library has limited capacity in some work groups to connect outside of the buildings.
- Experience from remodeling the Advanced Learning Library, Walters, and Evergreen indicates a spike in visitors, technology use, and circulation based on community demand.
- Wichita Public Library has historically been understaffed with professional librarians in comparison to peer urban libraries.
- The department's staffing reduced from 155 authorized positions in 2011 to 144 authorized positions in 2024.
- Early Learning, literacy, and digital inclusion are large-scale efforts that WPL is a leader with but programmers are consistently needed for basic library operations.
- Introducing passport services as a revenue generation has been successful and community demand exceeds branch ability to support.

Analysis: Library leadership will develop a program option that addresses existing staffing inadequacies, while planning for improved facility use and providing support for community engagement and outreach. This looks like the following:

- Alford: add one full-time Library Assistant
- Evergreen: add one part-time Library Assistant

- Rockwell: add one full-time Community Services Librarian and one part-time Library Assistant
- Westlink: add one full-time Community Services Librarian and one part-time Library Assistant

The anticipated impact from these staffing additions will increase the number of active card holders in the community, increase partnerships for enhanced service connections, increase engagement with pre-readers and their families to assist with kindergarten readiness, provide access to technology training at all locations to support all-ages, increase overall quality of life of residents. Performance measurements would be updated to capture actual targets for the 2025 budget as part of a separate project.

Financial Considerations: The approximate budget increase requested for personnel in 2025 is \$354,644.95.

Legal Considerations: no legal changes are in consideration as all City policies will apply to this proposal.

Recommendations/Actions: It is recommended that the Board approve development of the 2025 Program Option

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Planning and Facilities Committee Agenda
Tuesday, January 16, 2024, 11:30am
Collaboration Room 206
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Westlink Branch Library Update
3. Alford, Angelou and Rockwell Branches Update
4. Outreach Updates
5. Other items from Committee Members
6. Adjournment

To attend virtually:
Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Public Affairs Committee Agenda
Tuesday, January 16, 2024, 11:30am
Collaboration Room 205
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Review Meeting Minutes for December 19, 2023
3. Update on December Media Activities
4. Library Card Design Contest Updates
5. Letter to Legislators
6. Council Newsletter
7. Other items from Committee Members
8. Adjournment

To attend virtually:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Media Log: December 2023

- December 6: KAKE, Family Restrooms
- December 6: The Wichita Eagle, Family Restrooms
- December 6: KWCH, Family Restrooms
- December 11: KWCH, Winter Break Programs
- December 13: KAKE, Library Card Design Voting
- December 14: KAKE Kids Corner, Winter Break Programs
- December 18: KSN, Winter Break Programs
- December 30: KAKE, Reading Goals in 2024
- December 31: KMUW, ReadICT Challenge
- December 31: The Wichita Eagle, ReadICT Challenge