

## WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors  
June 18, 2024.

The hybrid meeting of the Library Board of Directors was held on Tuesday June 18, 2024 at the Advanced Learning Library with the following present in person: Ms. Sarah Balderas, Ms. Donna Douglas, Ms. Rose Mary Frame, Ms. Lauren Hirsh, Mr. Kurt Oswald, Mr. Chuck Schmidt, Ms. Robin Templin, Ms. Susie Ternes, and Mr. Jonathan Winkler. The following attended virtually: Ms. Michelle Garrett and Ms. TaDonne Neal.

### Call to Order

Lauren Hirsh called the meeting to order at 12:00 p.m., a quorum being present.

### Approval of the Agenda

Chuck Schmidt moved (Templin) to approve the agenda as published. **Motion carried unanimously.**

### Public Comment

None

### Staff Presentation

Collection Development Division Manager Sarah Kittrell presented information about how the library gathers and uses information on community demographics. Gale Analytics is a resource staff uses to segment the community surrounding each library location into groups, each of which represents a distinct combination of age, income, marital status, employment, media consumption, shopping habits, tech familiarity, etc. This is then combined with location-specific information on materials borrowed and library services used to build a picture of how these various groups engage with the library.

*Susie Ternes arrived.*

Data is evaluated on a month-to-month basis and is broken down by branch. The resulting analysis informs collection development and provision of other library services, with a goal of optimizing uptake and community relevance.

### Approval of Minutes

Minutes of the regular meeting held on May 21, 2024 were presented. Robin Templin moved (Douglas) to approve the minutes as included in board packets. **Motion carried unanimously.**

### Unfinished Business

None

## New Business

None

## Finance Committee Report

On behalf of the Finance Committee, Chuck Schmidt moved to approve the April finance report and supplemental bills in the following amounts: General Fund bills of \$940,067.46; Grant Fund bills of \$4,961.02; and Gift and Memorial Fund bills of \$16,093.21, for a total of \$961,121.69.

**Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to approve the May finance report and supplemental bills in the following amounts: General Fund bills of \$652,816.46; Grant Fund bills of \$7060.00; and Gift and Memorial Fund bills of \$250,323.10, for a total of \$910,199.56. **Motion carried unanimously.**

## Operations Committee Report

Jonathan Winkler reviewed a series of policy updates by staff. These included:

- CIR-010      Lost Items
- CIR-011      Damaged Items
- CIR-012      Replacement of Lost or Damaged Items
- CIR-013.1    Bankruptcies

On behalf of the Operations Committee, Jonathan Winkler moved to adopt the recommended policy changes. **Motion carried unanimously.**

## Planning & Facilities Committee Report

Lauren Hirsh reported that the Design Council has clarified and approved the vision for artwork at Westlink. The budget for the Rockwell branch renovation has been adjusted. The Foundation and Library staff are planning the placement of nine new Wi-Fi benches.

## Public Affairs Committee Report

Kurt Oswald reported the big promotional push right now is for the Summer Reading Program. Plans are being made to promote and market Local Authors Day in August.

City Clerk Jamie Buster conducted the Oath of Office for all board members present.

## Special Committee Reports

*Friends of the Library* – Alexis DeVous reported that the Partners and Promotions Committee has been developing a mission statement for the Friends. New board members have joined and committee assignments have been finalized. The Friends are preparing for used book sales in September and December.

Library Foundation - Kourtney Carson reported that the Capital Campaign is the biggest focus for the Foundation. Fundraising for the Neighborhood Branch Campaign aspect currently stands just shy of halfway to the eventual goal of \$2 million. The annual audit of Foundation accounting is proceeding smoothly.

Wichita Genealogical Society (WGS) – Fred Knoblauch introduced Vicki Everett, who will serve as the Library Board liaison for the WGS. Monthly meetings are seeing a lower attendance, which is normal during the summer months.

**Director of Libraries Report**

Support Services Manager Tammy Penland reported that staff continues to work diligently to restore all systems affected by the City’s ransomware event in May. All Library branches are operational, with the Advanced Learning Library almost back to normal. The City has recovered most of its systems.

The Library and Park Department jointly applied for a National Parks grant and have been tentatively selected to receive an Artemis I Moon Tree. The tree provisionally assigned to the Library was grown from a seed that flew aboard Artemis I in 2022. In the course of a 25½ -day journey beyond the Moon and back, it travelled farther than any spacecraft made for humans has ever gone! It will likely land in Wichita in the autumn.

The Kansas Leadership Center and WPL are planning a number of civic engagement activities for the upcoming elections.

The RFP to install solar panels on all Library buildings will go to the City Council on July 8, 2024, with the vendor being chosen by October. This project amounts to over \$3.75 million in improvements.

**Announcements**

None

**Adjournment**

The meeting was adjourned at 1:03 pm.

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

Respectfully submitted,

Jaime Nix