

## **Wichita Public Library**

Minutes of a Regular Meeting of the Library Board of Directors

May 19, 2020

The regular meeting of the Library Board of Directors was held virtually on Tuesday, May 19, 2020 with the following present: Lamont Anderson, Erinn Bock, Axel Chacon, Donna Douglas, Dr. Justin Henry, Lauren Hirsh, Randall Johnston, Shannon Littlejohn, Kevin McWhorter, TaDonne Neal, Chuck Schmidt and Jonathan Winkler.

### **Call to Order**

President Kevin McWhorter called the meeting to order at 12:06 p.m., a quorum being present.

### **Staff Presentation**

None

### **Introductions**

None

### **Approval of the Agenda**

Tadonne Neal moved (Littlejohn) to approve the agenda as published. The motion carried.

### **Public Comment**

None

### **Approval of Minutes**

Minutes of the April 21, 2020 meeting were presented. Shannon Littlejohn moved (Hirsh) to approve the minutes as included in Board packets. The motion carried.

### **Unfinished Business**

Final financial reports for the month of March were reviewed. These included general fund bills in the amount of \$762,991.90 and grant fund bills in the amount of \$778.14. Axel Chacon moved (Douglas) to approve the March 2020 finance reports and bills as included in Board packets. The motion carried.

### **New Business**

Kyle Ellison, Executive Director of Real Men, Real Heroes, joined the meeting to discuss a proposal for the installation of a mural on the north façade of the Maya Angelou Northeast Branch. The mural will pay homage to Maya Angelou. The mission of Real Men, Real Heroes is to empower youth to build strong communities. With this mission in mind, Ellison envisions youth completing the mural. The mural will attract more people to attend the Library, events and bring the community together. Director Berner mentioned there is no storage space at the Library for paint and noted that the timeline for completing the project will need to be adjusted to reflect delays resulting from COVID closures. She also noted that a presentation to the Design Council will be required as part of the review and approval process and that she had been told by a member of the Metropolitan Area Planning Department that the proposed project might be in conflict with a Community Unit Plan (CUP) that includes the library. Jonathan Winkler asked if painting on brick is reversible. Mr. Ellison reported that it is possible, but quite a task. Randall Johnston reported that after reviewing the Shadybrook (CUP) he believes that general provision #7 for a red brick exterior would prohibit installation of the mural as proposed. TaDonne Neal asked that she and Lamont Anderson be allowed to work with Council Member Johnson to clarify the CUP requirements and to modify the proposal as may be needed for compliance with the CUP. Kevin McWhorter authorized TaDonne and Lamont to initiate these conversations and to bring back information at the next meeting.

*Kyle Ellison left the meeting.*

The next item of business was election of officers. President McWhorter read the report of the Nominating Committee that has recommended the following slate for the 2020-2021 year: President Kevin McWhorter; First Vice-President Lamont Anderson; Second Vice-President TaDonne Neal; Secretary Jonathan Winkler; Treasurer Jennifer Goheen; Assistant Secretary-Treasurer Cynthia Berner. There were no additional nominations. The motion to elect the slate as presented carried.

President McWhorter reported that the Finance Committee did not meet but referred members to the April finance reports included in Board packets. He noted nothing unusual in the reports but did bring to the attention of members the special general fund tracking of expenses related to COVID-19. Lamont Anderson (Littlejohn) moved to approve the April finance reports as included in board packets. This included the approval of General Fund bills in the amount of \$520,709.18, General Fund COVID-19 bills in the amount of \$97,470.31, State Aid bills in the amount of \$2,500, South Central

Kansas Library System grant bills in the amount of \$18,124.34, and Gift and Memorial Fund bills in the amount of \$1,059.54 for a total of \$639,862.36. The motion carried.

Jonathan Winkler presented a group of policy updates that were previously on the March 2020 meeting agenda. Since that meeting was canceled, no action was taken on the policies which primarily reflect editorial corrections and minor changes in circulation parameters. Mr. Winkler (Douglas) moved to approve the policy changes as recommended by staff. The motion carried.

#### **Finance Committee Report**

None

#### **Operations Committee Report**

None

#### **Planning & Facilities Committee Report**

Randall Johnston discussed the proposed updates to Sycamore Street (along the east side of the Advanced Learning Library). The work will impact a portion of the sidewalk where the existing decorative concrete cannot be matched. After meeting with the project design team and City engineer Paul Gunzelman, it was agreed that this portion of the plaza area will be replaced with regular concrete. Mr. Johnston reported that during this work the Big Red sculpture discussed in previous meetings will be installed in the landscaped area adjacent to the library drive.

#### **Public Affairs Committee Report**

None

#### **Announcements**

Kevin McWhorter said that although the pandemic has slowed down many projects, he has spoken with a majority of the City Council and said there has been no pushback moving forward with the Linwood Branch move. He is confident the lease will be approved in a future City Council meeting and the project will move along as planned. The Evergreen project is proceeding as well. The remaining projects outlined in the Branch Master Plan are likely to be deferred.

*Dr. Justin Henry left the meeting.*

#### **Special Committee Reports**

Director Berner referred members to reports from the Wichita Genealogical Society, the Wichita Public Library Foundation and the Friends of the Wichita Public Library included in Board packets.

### **Director of Libraries Report**

Most staff have returned from furlough. Customers are now able to place holds on materials through the online catalog and may pick up materials through curbside and drive up window service. Staff are preparing for a May 26 reopening of limited in-person services, including a reduced number of public computing stations, printing, faxing, holds pick up and no direct customer access to materials on shelves. All pavilions at the Advanced Learning Library will be closed and the Conference Center will be repurposed into a computing center. The first hour of service Monday-Saturday will be for vulnerable populations.

Director Berner reported that all City General Fund departments have been asked to prepare 5% budget reduction scenarios for the current year. This is approximately \$482,000 of the Library's budget. Proposed budget reduction scenarios includes savings incurred through recent employee furloughs, implementing hiring freezes, two potential staffing reorganizations, adding an additional furlough day for all employees in Q4 if needed, and reducing materials spending. Until more information is available, the purchase of additional materials from the City acquisitions budget has been suspended.

Jonathan Winkler asked if how changes to materials purchasing might impact holds queues. Director Berner replied that any reductions will likely result in increases to ratios of holds to purchases, thereby extending the waiting periods for popular titles. President McWhorter reported that as a member of the Library Foundation Board of Directors, he is certain that the Foundation would have conversation about ways to prevent such a negative impact upon library customers.

Director Berner announced that she has notified President McWhorter and City Manager Robert Layton of her intention to retire later this year. Hiring will be a joint process between the Board and the City Manager. President McWhorter asked board members to be in contact with him if they are interested in serving on a special committee to assist with the recruitment and hiring process.

### **Announcements**

None

### **Adjournment**

The meeting was adjourned at 12:43 p.m.

The next regularly scheduled meeting will be held virtually on June 16, 2020.