



OLATHE PUBLIC LIBRARY BOARD
REGULAR MONTHLY MEETING
March 27, 2013

The regular March meeting of the Olathe Public Library Board was called to order at 4:01 p.m. by Board President Jack Hansen. Members present were Darryl Ashley, Cathie Bennie, Dana Lambert, Tom Hutcheson, Wes McCoy, Colette McGee (President of Friends of the Library), Cliff Tatham (Chairperson of the Olathe Public Library Foundation) and Library Director Emily Baker. Absent was Mayor Michael Copeland. Also attending was library employee Leslie Ellsworth.

There were no public comments.

1. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of February 20th were reviewed. Tom Hutcheson moved to approve the minutes of the library board meeting of February 20th. Seconded by Cathie Bennie and motion passed.

2. ADDITIONS OR DELETIONS TO THE AGENDA

9D – Discharge of Fines and 9E – Library Bank Account Collateral were added to the agenda.

3. REPORT OF THE TREASURER

Cathie Bennie gave the treasurer's report. Wes McCoy moved to approve the treasurer's report. Seconded by Darryl Ashley and motion passed.

4. CONSENT AGENDA

The February expenditures were reviewed. Darryl Ashley moved to approve the February expenditures. Seconded by Dana Lambert and motion passed.

5. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. The main in-house circulation was down 5.9 % and down 6.7 % for Indian Creek Branch. The circulation of OPL items only was down 7.0 % for main and down 4.7 % for Indian Creek Branch. The main gate count decreased 9.1 % and the Indian Creek Branch gate count decreased 5.1 %. The number of combined volunteer hours decreased 3.5 % and the number of combined volunteers increased 13.5 %. The computer user sessions at main were down 22.8 % and down 25.9 % at the Indian Creek Branch. Website visits increased 13.8 %. Open hours decreased 13.4 % due to two snow storms.

Ms. Baker thanked the board members who accompanied her to the State of the City

Luncheon on March 1st. Ms. Baker attended a retirement reception for city employee, Kevin Corbett on March 8th. The library hosted the Chamber of Commerce Coffee at the main library on March 21st. Ms. Baker will be attending the Directors Institute, sponsored by NEKLS on May 2nd.

Ms. Baker reported that the roof at the main library had been repaired as a result of damage caused by the recent snowstorms. Ms. Baker is waiting on photographs and a proposal for additional roof repairs. The proposal will be presented at a future board meeting for discussion. Ms. Baker also reported that Olathe Glass has made minor repairs to the windows in the Administration Offices at the main library and repairs were made to a broken pane in one of the sliding glass doors at the branch after an incident involving a teenage boy.

Ms. Baker met with Sean Casserley, Johnson County Librarian, on March 19th to discuss the possibility of a metro shared catalog. Mr. Casserley indicated the first phase of a possible shared catalog would not include courier service among the libraries; rather customers would have to pick up their requested items themselves. Ms. Baker reported a committee would be formed of representatives from Johnson County Library, Olathe Public Library, Mid Continent Public Library and Kansas City (Missouri) Public Library to see if the idea is technically feasible.

6. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by Colette McGee. Ms. McGee reported the Friends of the Library last met on March 25th. The Friends of the Library approved funds in the amount of \$1,500.00 for the adult summer reading program. The March 2013 book sale raised \$1,758.60. Ms. McGee announced there would be a special Friends of the Library Board Meeting on April 8th to finalize plans for the Friends of the Library Novel Tea. The Friends of the Library Novel Tea will be on April 20th from 2-4 p.m. at the Indian Creek Community Church and tickets are available for \$10. The proceeds from the tea goes towards the Curtis Gilmore Scholarship.

7. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

No report was given.

8. UNFINISHED BUSINESS

Jack Hansen provided an update to library board members on the Joint Task Force Meeting held on March 5th. Mr. Hansen had sent out some research to library board members on the governance of libraries that was discussed.

Darryl Ashley moved to approve the construction of a proposal that communicates the library board's position on the governance of the library to be drafted by Darryl Ashley, Tom Hutcheson, Emily Baker and Jack Hansen. Seconded by Dana Lambert and motion passed.

9. NEW BUSINESS

Ms. Baker presented a proposal from Joan Frye Williams for sustainability planning. The original contract with Group 4 called for this type of planning, but it was not included in the contract. Joan Frye Williams would work directly with library management to develop a flexible, community-focused plan that enables the library to expend resources efficiently for maximum output, design facilities to support new and future techniques for providing library services, sustain high quality services in a changing environment, make sound decisions, partner effectively with other organizations, clarify and communicate the library's role and value and

move into the future with confidence.

Tom Hutcheson moved to table the proposal until a future date. Seconded by Cathie Bennie and motion passed.

Ms. Baker provided an overview to the questions pertaining to library service in the 2012 Direction Finder. Ms. Baker discussed the five downward arrows pertaining to the quality and quantity of programming for children and teens. Ms. Baker discovered when she spoke with staff and looked at statistics that we actually saw a noticeable increase in the number of adult and teen programs. The number of children's story times were down due to the consolidation of several sessions, however, the number of children attending programs increased overall from 2011 to 2012. Ms. Baker reported that programming was healthy, despite the downward trend depicted in the 2012 Direction Finder.

Ms. Baker announced that \$800,000.00 was maintained in the state budget to pay for statewide databases. Ms. Baker is also following the gun bill to see how that might impact the library.

Ms. Baker was contacted by Enterprise Bank and informed that any account with a balance under \$250,000.00 would only be covered by FDIC and would no longer require collateral. Ms. Baker has a letter from Enterprise Bank that states the library's sweep account is still backed up by collateral as indicated by the Kansas Banker's Association and Kansas Statute.

Tom Hutcheson moved that Jack Hansen sign the agreement with Enterprise Bank. Seconded by Darryl Ashley and motion passed.

Tom Hutcheson moved to provide a gift card in the amount of \$100 to a local restaurant for Nathan Ellsworth as a thank you for snow removal. Seconded by Dana Lambert and motion passed.

10. ADJOURNMENT

Board President Jack Hansen adjourned the meeting at 5:36 p.m.

Tom Hutcheson, Secretary