

OLATHE PUBLIC LIBRARY BOARD
REGULAR MONTHLY MEETING
November 20, 2013

The regular November meeting of the Olathe Public Library Board was called to order at 4:00 p.m. by President Jack Hansen. Members present were Darryl Ashley, Cathie Bennie, Jack Hansen, Tom Hutcheson, Dana Lambert, Colette McGee (President of Friends of the Library), and Library Director Emily Baker. Absent were Cliff Tatham (Chairperson of the Olathe Public Library Foundation Board) and Mayor Michael Copeland. Also attending were Joan Frye Williams, library consultant; Olathe Teen Council member Alex Ohler, and library employees Leslie Ellsworth and Janet Monsees.

There were no public comments.

1. SUSTAINABLE SERVICE PLANNING FOR OPL – JOAN FRYE WILLIAMS

Library Consultant Joan Frye Williams recommended three broad areas for adjustments to library service.

*Seamless service; consolidate all service desks into one and staff zones according to need.

*Develop a virtual library; a broader spectrum of services available 24/7.

*Streamline materials handling; expectation that it is feasible to move into new areas without adding new staff.

2. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of October 16th were reviewed. Dana Lambert moved to approve the minutes of the library board meeting of October 16th. Seconded by Cathie Bennie and motion passed.

3. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda

4. REPORT OF THE TREASURER

Darryl Ashley gave the treasurer's report. Tom Hutcheson moved to approve the treasurer's report. Seconded by Dana Lambert and motion passed.

Main Library

201 E. Park
Olathe, KS 66061
(913) 971-6850
FAX (913) 971-6839

www.olathelibrary.org

Indian Creek Branch

12990 S. Black Bob Road
Olathe, KS 66062
(913) 971-5235
FAX (913) 971-5238

5. CONSENT AGENDA

October expenditures were reviewed. Dana Lambert moved to approve the consent agenda. Seconded by Cathie Bennie and motion passed.

6. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. Main in-house circulation was up .4% and up .2% at Indian Creek Branch. Circulation of OPL items was down 4.1% at Main and 4.3% at Indian Creek Branch. Main gate count was down .9% and down 2.6% at Indian Creek Branch. ILL was up 1.1% for borrowed and down 12.1% for loaned. Volunteer activity for number of people was down 5.4% and hours were up 22%. There were 1029 volunteer hours and 140 volunteers. OPL website hits were down .7%.

A successful United Way cookout was held at Main and a representative from KidsTLC spoke at a United Way staff meeting. The book drop construction project has been completed but the book drop needs to be realigned. Julie and Emma Clark were recognized as outstanding volunteers at the volunteer reception held October 25th. The periodical storage room is being refurbished as a comfortable space with tables and chairs for library customers. Final planning is taking place on the layout for the library's presence in the city's new community center.

7. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by Colette McGee. The Friends have two new board members, Donna McCarthy and Carolyn Romondo. The final book sale of the year will be December 13-15 at the Indian Creek Branch Library.

8. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

No report was given.

9. UNFINISHED BUSINESS

Ms. Baker reported ongoing questions regarding the new Kansas CIPA law and how it works with federal law. The City of Olathe is applying for a four year exemption for conceal carry.

10. NEW BUSINESS

Tom Hutcheson moved to approve the library's 2014 holiday closings as presented. Seconded by Darryl Ashley and motion passed.

Darryl Ashley moved to approve the revised health plan benefits in the personnel policy manual. Seconded by Dana Lambert and motion passed.

Dana Lambert moved to approve the proposed hours of operation for the library beginning in 2014. Seconded by Darryl Ashley and motion passed.

Cathie Bennie moved to give a holiday gift of \$100 to each library staff member. Seconded by Dana Lambert and motion passed.

Darryl Ashley and Tom Hutcheson volunteered to serve on the director's compensation committee. Dana Lambert moved to appoint Darryl Ashley as chairman and Tom Hutcheson as vice chairman to determine the library director's salary for 2014. Seconded by Cathie Bennie and motion passed.

Tom Hutcheson moved the board go into executive session for sixty minutes to discuss library matters with the library attorney. Seconded by Darryl Ashley and motion passed.

After the sixty minute executive session, Tom Hutcheson moved the board go back into executive session not to exceed thirty minutes. Seconded by Dana Lambert and motion passed. After the executive session, Tom Hutcheson moved to submit the board's thoughts on library transition as discussed in executive session, to the transition team. Seconded by Cathie Bennie and motion passed.

11. ADJOURNMENT

Board President Jack Hansen adjourned the meeting at 6:17 p.m.

Tom Hutcheson, Secretary