



OLATHE PUBLIC LIBRARY BOARD  
REGULAR MONTHLY MEETING  
April 15, 2015

The regular April meeting of the Olathe Public Library Board was called to order at 4:01 p.m. by President Jack Hansen. Members present were John Andrade, Brad Cornell, Tom Glinstra, Ann Horner, Matt Shatto, Dean Vakas and Library Director Emily Baker. Absent were Colette McGee (President of Friends of the Library), Cliff Tatham (Chairperson of the Olathe Public Library Foundation) and Mayor Michael Copeland. Also attending were library employees Julie Clark, Leslie Ellsworth, Steve Nielsen and community member Tom Hutcheson.

There were no public comments.

1. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of March 26<sup>th</sup> were reviewed. Tom Glinstra moved to approve the minutes of the library board meeting of March 26<sup>th</sup>. Seconded by Brad Cornell and motion passed.

2. ADDITIONS OR DELETIONS TO THE AGENDA

None

3. REPORT OF THE TREASURER

Ann Horner gave the treasurer's report. Tom Glinstra moved to approve the treasurer's report. Seconded by Matt Shatto and motion passed.

4. CONSENT AGENDA

The March expenditures were reviewed. Matt Shatto moved to approve the March expenditures. Seconded by Tom Glinstra and motion passed.

5. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. The statistics for February 2015 show the in-house circulation decreased 0.9 % at the downtown location and 3.2 % at the Indian Creek location. The circulation of OPL items only was down 0.7 % for the downtown library and down 7.2 % for the Indian Creek Library. The downtown gate count decreased 7.0 % and the Indian Creek gate count decreased 1.7 %. Interlibrary loan borrowing increased 6.7 % and lending decreased 6.9 %. The number of combined volunteer hours increased 7.4 % and the number of combined volunteers decreased 10.1 %. The computer user sessions at downtown were down 2.1 % and down 4.2 % at Indian Creek. Website visits were up 0.2 %.

Ms. Baker reported that David Lee King, IT Supervisor and librarian for Topeka

Shawnee County Public Library, came to visit with staff about making the library website more of a virtual branch. Ms. Baker expressed an interest in hiring Mr. King to consult with staff on the virtual branch project.

Ms. Baker met with a group of art consultants working on an art master plan for the City of Olathe on March 24<sup>th</sup>. Ms. Baker provided them with a tour of the library and highlighted various art pieces located throughout the downtown library. The downtown library has acquired a new art sculpture with lights from the city. The art piece depicts the artist's feelings and interpretations of the Old Settlers festivities.

The library hosted an all staff meeting on March 26<sup>th</sup> and a speaker from the Greater Kansas City YMCA attended and led the staff in several activities related to cultural sensitivity. Ms. Baker attended a Regional Union Catalog Meeting on April 2<sup>nd</sup>, the group is working with Bibliocommons to devise a way to join the library catalogs together. Ms. Baker attended a Leadership Olathe Alumni Steering Committee meeting on April 6<sup>th</sup>. Ms. Baker attended the JCL Master Plan Project Advisory Committee meeting on April 8<sup>th</sup>.

Ms. Baker announced the library will be co-hosting the Chamber of Commerce Coffee on April 15<sup>th</sup> with Junque Drawer and Olathe Glass at the downtown library. The looping debut will be held on April 23<sup>rd</sup> at the Indian Creek Library. The Indian Creek Library will be hosting a Money Smart Month program on April 25<sup>th</sup>.

John Andrade asked about placing a book return at the Price Chopper located at 159<sup>th</sup> and Mur-Len. Ms. Baker reported that she had contacted the owners of the property and was waiting to hear back from them regarding adding a book return at their location.

## 6. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by Emily Baker. Ms. Baker announced the Friends of the Library Novel Tea will be held on April 22<sup>nd</sup>. The Friends sell tables to community groups and local businesses to decorate and individuals purchase tickets to attend. The event has sold out. The Friends of the Library are accepting applications for the Curtis Gilmore Scholarship recipients.

## 7. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

The Olathe Public Library Foundation Board Report was given by Emily Baker. Ms. Baker reported that letters for sponsorships are being prepared. The Foundation Board discussed the possibility of hosting a 5K in the spring of 2016. Ms. Baker has contacted the City of Olathe for more information on what needs to be done to host a 5K event.

## 8. UNFINISHED BUSINESS

### Future Facility Planning/OPL Master Plan

Jack Hansen appointed Dean Vakas and Brad Cornell as part of the Transition Team. Emily Baker, Jack Hansen, Dean Vakas and Brad Cornell met to develop a strategy for the transition to a city department. Ms. Baker has begun to attend some of the budget planning meetings, the weekly agenda review meeting and the directors' meetings on the first and third Wednesday of each month to discuss future and/or strategic planning. Ms. Baker met with Alan Shorthouse and Emily Vincent to begin speaking about the overall transition and how the city would proceed. Ms. Baker announced that all parties seem to be open to looking at the operations of both entities. The city has indicated that they just need an overall budget figure for 2016.

Dean Vakas mentioned the article that was published in the *Kansas City Star* paper. Mr. Vakas cautioned the board with being sensitive to the idea of managing the message. Mr.

Vakas asked that if board members are contacted by a news organization that information is shared with everyone so all board members are on the same page.

Ms. Baker reported that several committees are working on implementing additional goals from the Sustainable Services Plan.

## 9. NEW BUSINESS

Julie Clark presented the 2016-2017 proposed budget to library board members. Ms. Clark indicated the proposed budget includes funding for a full time virtual librarian and full time web designer. Ms. Clark explained that some changes were made to the compensation plan to allow for raises based on merit instead of the former step system.

Emily Baker provided board members with an overview of the library results in the DirectionFinder for 2014. Ms. Baker explained that major service changes were implemented in the fall of 2014. Ms. Baker is looking more closely at the quality of overall materials and the overall quality of the libraries. Ms. Baker reported that library surveys are only taken the second and fourth quarter.

Tom Glinstra and Jack Hansen presented the 2015-2016 Slate of Officers:

Chairman – Tom Glinstra

Vice-Chairman – John Andrade

Treasurer – Ann Horner

Secretary – Brad Cornell

Dean Vakas moved to accept the 2015-2016 Slate of Officers. Seconded by Matt Shatto and motion passed.

## 10. ADJOURNMENT

President Jack Hansen adjourned the meeting 5:41 p.m.

---

John Andrade, Secretary