



OLATHE PUBLIC LIBRARY ADVISORY BOARD
REGULAR MONTHLY MEETING
May 18, 2016

Prior to the board meeting, Jeff Blakeman from the City of Olathe led board members on a building tour of the former Hy-Vee building at 16100 W. 135th Street in Olathe.

The regular March meeting of the Olathe Public Library Advisory Board was called to order at 4:00 p.m. by Chairman Tom Glinstra. Members present were John Andrade, Brad Cornell, John Ernst, Ann Horner, Dean Vakas, Eirene Knott (Chairperson of the Olathe Public Library Foundation), Colette McGee (President of Friends of the Library), and Library Director Emily Baker. Also attending were library employees Bob Miller, Kate Capps, Angela Parks and Julie Clark.

There were no public comments.

Tom Glinstra recapped the tour of the former Hy-Vee building by stating that the building holds great possibilities. He mentioned the City is looking into the possibility of putting a 10,000 sq. ft. temporary library within the building or leasing a retail space since the design and build of the building could take 18-24 months. The City's goal is to have temporary library services in place by the beginning of the school year. Bob Miller reported that 240 sections of used shelving are being purchased at a nominal cost from Pitt State for the temporary facility. Emily Baker updated the board on a proposed City Council trip scheduled for August to tour outstanding libraries in Colorado Spring and San Francisco.

1. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of April 20th were reviewed. Ann Horner moved to approve the minutes of the April 20th meeting. Brad Cornell seconded the motion and it passed.

2. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

3. REPORT OF THE TREASURER

Ann Horner gave the treasurer's report. The second quarter tax payment of \$1.2 million was received from the City on April 13. The library received the first payout from Hartford for small flood related expenses. Dean Vakas moved to approve the treasurer's report. The motion was seconded by John Andrade and it passed.

4. CONSENT AGENDA

The April expenditures were reviewed. Ann Horner moved to approve the April

expenditures. The motion was seconded by Dean Vakas and it passed.

5. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. She reported that the statistics will look odd for the month of March. Flooding at Indian Creek on March 3rd forced the closing of the building.

The statistics for March, 2016 show the in-house circulation increased 49.5% at the downtown location and decreased 90.9% at the Indian Creek location. For both libraries combined, in-house circulation was down 21.3% compared to last year. The circulation of OPL items was down 18.5% for the combined libraries. The downtown gate count increased 39.8% and the Indian Creek gate count decreased 92.5%. Interlibrary loan borrowing decreased 23.9% and lending decreased 5%. The number of combined volunteer hours decreased 24.7% and the number of combined volunteers decreased 8.1%. Website visits were down 1.8%.

Emily Baker attended agenda review and executive team meetings at the city. Ms. Baker attended city council agenda review meetings on April 27, May 4th and May 18th, and executive team meetings on April 27th and May 11th. Ms. Baker attended the May 3rd City Council meeting, the Public Service Recognition Week breakfast (May 2nd) and barbecue (May 5th) and a budget meeting on May 18th. Group 4 meetings have been postponed until after the City Council library tours scheduled for August.

Ms. Baker attended the Autism Workshop on April 22, which was a partnership between the Olathe Public Library, KidsTLC, the Olathe School District, the Kansas Center for Autism Research and Training and the Autism Society The Heartland. She also attended a Tri-Board event with the Johnson County Library on April 28th, the Cedar Lake Village Annual Luncheon on May 3rd, Leadership Olathe project dedication at KS School for the Deaf on May 6th, a Business Toolkit Workshop planning meeting on May 10 and has spent a considerable amount of time on the temporary space planning for the Indian Creek Library.

6. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by Colette McGee. She reported that the Friends are hoping to hear there will be space available for their summer book sales in the teen space. The Scholarship Committee met and will announce the winners on May 23 at the FOL meeting. There will be a reception for the scholarship recipients on June 27th. Next year's Novel-Tea has been scheduled for April 22nd.

7. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

The Olathe Public Library Foundation Board Report was given by Eirene Knott. She reported that the next OPLF board meeting will be on June 9th.

8. UNFINISHED BUSINESS

- A. **Indian Creek Flood** – Bob Miller reported some maintenance tasks are being done at the former Indian Creek location (HVAC/sprinkler system) to keep the building and grounds in good shape. A leaking downspout in a soffit was discovered and Bob Reynolds is working with Standard Sheet Metal to repair it. John Andrade asked if the parking lot could be used for the Friday night Concerts in the Park. Ms. Baker said this will need to be coordinated with the City.
- B. **Future Facility Planning/OPL Master Plan/LEAP** – Ms. Baker will be sending an email soon to the LEAP group to let them know where the project stands. There has been a good deal of community input but we will need Group 4 to drill down to what services and spaces will be offered at each location.

9. NEW BUSINESS

A. 2017 Olathe Public Library Proposed Budget – Julie Clark presented the 2017 budget overview to the board. The library is in the second year of a two-year budget process. There is no change in tax revenue projections but library revenues were revised down by 10% because of the possibility that the Indian Creek library would be operating at a smaller scale during construction.

B. PLA Reports – Angela Parks and Kate Capps recapped their experiences at the Public Library Association conference in April. The conference focused on how libraries transform communities, themselves and individuals.

C. Election of Officers 2016-2017 – Ballots were passed out to voting members of the board. Emily Baker collected and compiled the ballots. The elected 2016-2017 board officers are:

President – Tom Glinstra

Vice President – John Andrade

Secretary – Brad Cornell

Treasurer – Ann Horner

D. Questions from the Board – John Andrade stated that the City’s website is being redesigned and asked if the library’s website is part of that process. Emily Baker replied that the library maintains its own but that there will be links between the two websites.

Mr. Andrade reminded board members that Fourth Friday will take place on May 20 this month because of the Memorial Day weekend.

Mr. Andrade asked for a Makerspace update. Ms. Baker said that the space is open, procedures for using the room are being finalized and she is attending a Makerspace meeting on May 19th to work out final details.

Mr. Andrade asked if the library offers scholarships if someone wants to attend a program and is not able to pay for it. Kate Capps replied that all programs are free except for babysitting classes. Angela Parks explained the babysitting classes are free for Olathe residents. Non-Olathe residents are asked to pay the cost of materials for the babysitting class.

Mr. Andrade would like to discuss the February report of ideas generated by the library staff on how to serve the community beyond the two library buildings. Mr. Andrade made a motion to add this to next month’s board agenda for discussion. Brad Cornell seconded the motion and it passed.

Tom Glinstra stated that Cate Neeley is interested in filling the library board vacancy but was out of town for the meeting. The next step is for the mayor to appoint her to the board.

Emily Baker distributed Summer Reading Club flyers for children and adults and encouraged board members to participate in the adult SRC. Adults and teens can log their summer reading online.

10. ADJOURNMENT

Tom Glinstra adjourned the meeting at 5:36 p.m.