



OLATHE PUBLIC LIBRARY ADVISORY BOARD  
REGULAR MONTHLY MEETING  
March 15, 2017

The regular March meeting of the Olathe Public Library Advisory Board was called to order at 3:58 p.m. by Chairman Tom Glinstra. Members present were John Andrade, Brad Cornell, Danny Buxie, Ann Horner, Eirene Knott (Representative of the Olathe Public Library Foundation), Colette McGee (President of Friends of the Library) and Library Director Emily Baker. Absent were John Ernst and Cate Neeley. Also attending were library employees Julie Clark, Leslie Ellsworth and Bob Miller.

There were no public comments.

**1. READING OF MINUTES OF LAST MEETING**

The minutes of the library advisory board meeting of February 15<sup>th</sup> were reviewed. Brad Cornell moved to approve the minutes of the February 15<sup>th</sup> meeting. Seconded by Danny Buxie and motion passed.

**2. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**3. REPORT OF THE TREASURER**

Ann Horner reported the library received \$40,500 from the State of Kansas for the 2017 State Aid payment. The library uses these funds each year to purchase children's audio and visual materials and gaming items for the library collection. Danny Buxie moved to approve the treasurer's report. Seconded by Brad Cornell and motion passed.

**4. CONSENT AGENDA**

The February expenditures were reviewed. Ann Horner moved to approve the February expenditures. Seconded by John Andrade and motion passed.

The Interlocal Cooperation Agreement between Olathe Public Library and the Johnson County Library was reviewed. Ann Horner moved to approve the Interlocal Cooperation Agreement between Olathe Public Library and the Johnson County Library. Seconded by Brad Cornell and motion passed.

**5. REPORT OF LIBRARY DIRECTOR**

The monthly report was given by Library Director Emily Baker. The statistics for January 2017 include Indian Creek in its temporary space. The in-house circulation increased 8.2% at the downtown location and decreased 37.1% at the Indian Creek location with an overall decrease of 14.7% over last year. The circulation of OPL items increased 15.7% for the

downtown library and decreased 34.4% at the Indian Creek location with an overall decrease of 7.2%. The downtown gate count increased 11.2% and decreased 25.5% at the Indian Creek location with an overall decrease of 6.8%. Interlibrary loan borrowing decreased 21.8% and lending increased 2.0%. The number of combined volunteer hours increased 17.8% and the number of combined volunteers increased 39.0%. The computer user sessions at downtown increased 3.8% and decreased 35.3% at the Indian Creek location with a combined decrease of 13.3%. Website visits were up 1.3%.

Emily Baker continues to attend city council agenda review meetings (03/01, 03/15), executive team meetings (03/01, 03/15), budget meeting (02/27), city manager (03/14), city retreat (2/28), and city council (3/7).

Emily Baker reported that approximately 220 people attended the James Hill concert at the Olathe Community Center on February 20<sup>th</sup>. Emily Baker provided a presentation to a local P.E.O. group on February 22<sup>nd</sup> and provided a presentation on Indian Creek expansion plans at the annual Board of Education meeting on February 23<sup>rd</sup>. Ms. Baker attended the Mayor's State of the City Luncheon on March 3<sup>rd</sup> and attended a meeting to speak with representatives from Innovation Pavilion. Emily Baker attended a Steering Committee/Focus Group Facilitation for the Envision Olathe downtown plan on March 20<sup>th</sup>.

Emily Baker, Steve Nielsen and Sara Eccles met with Scott Myer from Vision internet on March 6<sup>th</sup> to discuss a redesign of the library website as a subsite of the City of Olathe website. Lee Bramlett, Organizational Development and Training Leader for the City of Olathe, met with library supervisors on February 23<sup>rd</sup> to review the Extended Disc Assessment.

Bob Miller shared statistics for the Indian Creek Library that show an increase in activity from September 2016 until January 2017 at the new facility. Board members requested a month to month comparison of statistics be added to the monthly board packet.

## **6. FRIENDS OF THE LIBRARY REPORT**

The Friends of the Library report was given by Colette McGee. The Friends of the Library Board met on March 14<sup>th</sup> to finalize the tea. Ms. McGee reported the Friends are still looking for space to store donated materials. Susan Sherman, Assistant City Manager, was checking with some of her contacts. The next book sale will be held May 30<sup>th</sup> from 10:00 am until 6:00 pm, with a Friends preview sale on May 27<sup>th</sup> from 11 am until 2 pm, all at the Teen Commons.

## **7. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT**

Eirene Knott expressed her appreciation to everyone who attended her father, Clifford Tatham's visitation and service. The Boogie for Books event held at Camelot Ballroom was attended by 154 people and raised \$1,361.00. The board met to discuss the event and it was decided to have it again next year. Eirene Knott has invited Mayor Michael Copeland to attend the 15<sup>th</sup> annual dinner later this year.

## **8. UNFINISHED BUSINESS**

### **Indian Creek Flood Temporary Facilities**

In April, the Homeless of Johnson County Photo Exhibit will be on display at the Indian Creek Library. A reception for the artwork will take place on April 30<sup>th</sup> with accompaniment being performed by guitarist Lester Estelle. Gregg Armstrong will be painting a fun mural in the Children's Room at the Indian Creek Library. The Olathe Reads Committee has narrowed the titles from sixteen down to three and will meet soon to make a final decision.

### **Future Indian Creek**

Emily Baker and Bob Miller have been reviewing proposals as part of the selection committee for an architectural firm. The committee has narrowed the selection down to two firms. The committee will be at the City Council meeting on Tuesday, March 21<sup>st</sup>, to make a final recommendation. Bob Miller and Emily Baker will be reviewing proposals from construction companies and will meet on April 4<sup>th</sup> to make a final decision to recommend to City Council.

### **Future Facility Planning/OPL Master Plan/LEAP**

There was no report.

### **Serving Residents Beyond Two Libraries**

There was no report.

### **Goals for Board**

Tom Glinstra, Emily Baker and Bob Miller met to discuss library goals. The trio will report at the April board meeting.

### **Feasibility Study for Capital Campaign**

Judy Keller, President at Keller Consulting LLC, has been in the building conducting one on one interviews with active citizens in the community. Judy Keller will be presenting her final report to City Council in April 2017.

## **9. NEW BUSINESS**

### **Schedule for Library Material Loan Periods**

Leslie Ellsworth presented the Schedule for Library Material Loan Periods asking that the loan period for games be increased to 2 weeks and the loan limit be decreased to 2 items per library card. Ann Horner moved to approve the revisions to the Schedule for Library Material Loan Periods. Seconded by Brad Cornell and motion passed.

### **DirectionFinder Results**

Emily Baker reported that ETC did a presentation at the City Council meeting on March 7<sup>th</sup> and Chris Tatham did a presentation to city staff on March 9<sup>th</sup>. Ms. Baker went over the reports with library board members. ETC felt the negativity with the Presidential election effected the DirectionFinder results nationwide. Despite the slightly lower ratings, the City of Olathe still came out on top of the 700 municipalities surveyed as best in overall customer satisfaction. Library board members discussed the possibility of hiring ETC to do a library specific survey to ask questions to drill down in particular categories.

The City of Olathe is providing a bonus of \$500 to all full-time employees and \$250 to all part-time employees. The library would like to recommend that we provide a \$500 bonus to all full-time employees, \$250 to all part-time employees and \$100 to all hourly employees. Ann Horner moved to approve a bonus of \$500 to all full-time employees, \$250 to all part-time employees and \$100 to all hourly employees. Seconded by Brad Cornell and motion passed.

### **Remembering Clifford B. Tatham**

Emily Baker asked library board members to consider options for remembering long time library board member and former Olathe Public Library Foundation President Clifford B.

Tatham. Several options were discussed. Tom Glinstra mentioned doing a proclamation mentioning all of Cliff Tatham's contributions to the library. Mr. Glinstra suggested we coordinate with the city on a way to remember Clifford B. Tatham.

**Library Staff Update to the Olathe Library Advisory Board**

Kudos to library staff members. John Andrade recognized the many contributions of library staff.

**Questions from the Board**

Tom Glinstra noticed a "I Love My Library" bumper sticker on a vehicle and wondered if the library distributes things like that. Ms. Baker explained the library hands out a variety of various promotional items marketing the library.

**10. ADJOURNMENT**

Tom Glinstra adjourned the meeting at 5:23 p.m.

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Brad Cornell, Secretary