



OLATHE PUBLIC LIBRARY ADVISORY BOARD
REGULAR MONTHLY MEETING
April 19, 2017

The regular April meeting of the Olathe Public Library Advisory Board was called to order at 4:01 p.m. by Chairman Tom Glinstra. Members present were John Andrade, Brad Cornell, Danny Buxie, John Ernst, Cate Neeley, Eirene Knott (Representative of the Olathe Public Library Foundation), Colette McGee (President of Friends of the Library) and Library Director Emily Baker. Absent was Ann Horner. 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 March 15th were reviewed. Brad Cornell moved to approve the minutes of the March 15th meeting. Seconded by Cate Neeley and motion passed.

2. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

3. REPORT OF THE TREASURER

Julie Clark gave the treasurer's report. Cate Neeley moved to approve the treasurer's report. Seconded by Danny Buxie and motion passed.

4. CONSENT AGENDA

The March expenditures were reviewed. Cate Neeley moved to approve the March expenditures. 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 February 2017 include Indian Creek in its temporary space. The in-house circulation increased 4.9% at the downtown location and decreased 44.5% at the Indian Creek location with an overall decrease of 20.9% over last year. The circulation of OPL items increased 3.3% for the downtown library and decreased 39.4% at the Indian Creek location with an overall decrease of 16.6%. The downtown gate count decreased 6.3% and decreased 34.6% at the Indian Creek location with an overall decrease of 19.9%. Interlibrary loan borrowing decreased 25.7% and lending decreased 5.4%. The number of combined volunteer hours increased 17.8% and the number of combined volunteers increased 39.0%. The computer user sessions at downtown decreased 4.9% and decreased 35.3% at the Indian Creek location with a combined decrease of

17.3%. Website visits were down 11.1%.

Emily Baker continues to attend city council agenda review meetings (03/22, 03/29, 04/05, 04/12, 04/19), executive team meetings (03/29, 04/05, 04/12, 04/14), city manager (03/22, 04/11), budget (03/20, 04/03, 04/05), and city council (04/04, 04/18).

Emily Baker continued to meet with Judy Keller on March 16th and March 21st to work on the feasibility study for a capital campaign. Ms. Baker attended a city re-envision downtown workshop on March 20th. Ms. Baker provided presentations to several local service groups, Olathe Chamber EDC, Chrysantas and Ladies Reading Circle, to update the groups on the programming process for the Indian Creek Library. Ms. Baker attended the Friends of the Library Board meeting on March 27th.

The Sharon Rodriguez photography reception was held at the Indian Creek Library on March 30th. The Olathe Chamber of Commerce Coffee was held at the Indian Creek Library on April 13th.

Bob Miller shared daily average charts for in house circulation, gate count, new library accounts and computer user sessions at both library locations. The new charts compare activity from month to month instead of year to year.

6. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by Colette McGee. Ms. McGee reported that the board members decided to solicit sponsors for the annual tea by allowing local companies to take out ads and/or be listed in the program. Ms. McGee announced that former library employee, Mary Ann Fasse will be catering the event.

7. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

Eirene Knott confirmed that Mayor Michael Copeland will be speaking at the annual dinner this year.

8. UNFINISHED BUSINESS

Indian Creek Flood Temporary Facilities

Bob Miller reported the bicycle rack has been added to the Indian Creek Library and a mural was painted in the programming space. The Indian Creek Library has hosted several successful programs, such as, the Sharon Rodriguez photography reception and Chamber of Commerce Coffee. Bob Miller reported that the book, Hitchhikers Guide to the Galaxy has been selected as the book for Olathe Reads 2018. The committee has selected a new logo and will be discussing sponsorship packages and merchandise for the event at the next meeting.

Future Indian Creek

Emily Baker, John Andrade, Eirene Knott, Ann Horner, Tom Glinstra and Bob Miller attended the City Council Study Session on April 18th to hear the proposals from the top two architectural firms, Gould Evans/Group 4 and Clark Enersen. The City Council has decided to move forward with Gould Evans/Group 4 and should finalize the decision at a City Council Meeting in May 2017.

Downtown Facility Planning

Emily Baker reported that the city is hosting an open citizen workshop to seek input for the Downtown Masterplan on April 18th and April 19th. Ms. Baker has met with representatives from Innovation Pavilion twice in the past week. Innovation Pavilion has put

forth the idea that some of the library programming be related to the pursuit of the entrepreneur. The programming would be offered through the library and partnering with Innovation Pavilion for some of the support needed. The Downtown library would not have a large event space, but would have the smaller meeting spaces and collaborative business spaces.

Goals for Board

Emily Baker, Tom Glinstra and Bob Miller met to discuss ways to measure the impact of programs and services. Bob Miller has researched the Project Outcome model from the Public Library Association. This model measures knowledge, confidence, application and awareness in seven key library service areas. The seven service areas include: civic/community engagement, digital learning, economic development, education/lifelong learning, early childhood literacy, job skills and summer reading. Project Outcome is a free service that provides simple surveys and the ability to measure services and programs against other libraries regionally or nationally.

Feasibility Study for Capital Campaign

Judy Keller, President at Keller Consulting LLC, presented her Fundraising Feasibility Study Report for the Olathe Public Library. Ms. Keller believes the library has the opportunity to raise at least 1 million dollars through a capital campaign. Eirene Knott has volunteered to serve as the chair for the Capital Campaign Steering Committee, pending approval of a campaign by the city.

9. NEW BUSINESS

2018-2019 Olathe Public Library Proposed Budget

Julie Clark presented the proposed 2018-2019 proposed budget. Ms. Clark also reviewed market adjustments to the Salary Classification Schedule. Danny Buxie moved to approve the 2018-2019 Olathe Public Library Budget and revisions to the Salary Classification Schedule. Seconded by John Ernst and motion passed.

Olathe Public Library Website

Sara Eccles, Virtual Librarian, reported on the Olathe Public Library. The vision for the Olathe Public Library website is to make it a destination for customer services comparable to services offered at the Downtown Library and the Indian Creek Library. Sara Eccles would like to recommend that the library use Vision to complete this project. Vision created the new City of Olathe website and the library website would be a sub-site of the City of Olathe, much like the Mahaffie Stagecoach Stop and Farm Historic Site. The library would like to have the project completed before the end of 2017 and the cost is approximately \$31,000. Brad Cornell moved to accept the recommendation to hire Vision to create a new website for the Olathe Public Library. Seconded by John Andrade and motion passed.

Consideration and Selection of Officer Nominations, 2017-2018

The nominating committee presented the following slate of officers for 2017-2018.

Chair.....Tom Glinstra
Vice – ChairJohn Andrade
SecretaryBrad Cornell
Treasurer.....Ann Horner

John Ernst moved to approve the slate of officers for 2017-2018 as presented. Seconded by Cate

Neeley and motion passed.

Library Staff Update to the Olathe Library Advisory Board

Kudos to the Chamber of Commerce and their Twitter account. The Chamber of Commerce is doing a great job of getting the word out on upcoming events.

Questions from the Board

There were no questions from the board.

10. ADJOURNMENT

Tom Glinstra adjourned the meeting at 6:14 p.m.

Brad Cornell, Secretary