

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – April 16, 2024

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, April 16, 2024, at 4:30 p.m. at the Central Library, 14 West 10th Street, Kansas City Missouri.

MEMBERS PRESENT: Pete Browne, President
Reid Day
Laura Dominik
Claudia Oñate Greim
Jonathan Kemper
Susan Kenney
Michelle Smirnova
Elizabeth Warwick
India Williams

STAFF PRESENT: Debbie Siragusa, Interim Chief Executive
Teresa Bolton, Director of Central Library Operations
Melissa Carle, Director of Information Systems
Courtney Christensen, Philanthropy Department Administrator
and Project Specialist
Carrie Coogan, Deputy Director of Public Affairs and Community
Engagement
Crystal Faris, Deputy Director of Youth and Family Engagement
Angela Fencl, Director of Finance / Chief Financial Officer
Sharla Harris, Administrative Officer
Cindy Hohl, Director of Policy Analysis & Operation Support
Joel Jones, Deputy Director of Library Services
Mary Olive Joyce, Director of Community Engagement and
Outreach
David LaCrone, Digital Branch Manager
Heather Pedersen, Executive Assistant / Manager of Executive
Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
* Full list of staff in attendance available by request

OTHERS PRESENT: Thomas Platt

Browne called the meeting to order at 4:31 p.m.

Motion by Dominik to approve the minutes of the March 19, 2024, Regular Board Meeting. Second by Kemper. Approved unanimously.

(Note: As a matter of Board convention, the Chair votes only when his/her vote would affect the outcome of the vote. In all "recorded" votes, the vote of the Chair appears only when it has actually been cast and when it has had an effect on the disposition of the motion. Notations of "approved unanimously" mean all members, other than the Chair, voting affirmatively.)

Request by Dominik to consider the Consent Agenda.

Motion by Dominik to consider items 4.1 and 4.2 separately.

Discussing the authorization of expenditures (LBM 4685), Siragusa noted the payment to Lyceum Agency for \$27,500 was the full payment of the programming fee for Jacqueline Woodson as part of the 150th Anniversary Celebration.

Discussing the financial reports (LBM 4686), Siragusa provided a brief overview of the budget. Revenue and expenditures are tracking close to expected levels, and we anticipate meeting the year-end budget. Kemper noted the cash investments line and asked what the typical low point is for cash balance during the year. Siragusa reviewed how the budget categories are impacted and managed relative to the variance in property tax income throughout the year.

Motion by Dominik to approve the Consent Agenda items before the Board. Second by Warwick. Approved unanimously by the voting Board members, Oñate Greim recused herself from the vote for LBM 4685. The following items were approved as part of the Consent Agenda:

Move approval of the recommendation of the Interim Chief Executive to authorize the following expenditures for March 2024: Payroll (03/07/24 net cash \$372,431 plus taxes \$131,204) and (03/21/24 net cash \$364,167 plus taxes \$124,958) total amount of \$992,760; General Expense Payments including Checks (#13204-13406), in the amount of \$1,259,697. (LBM 4685)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for February 2024. (LBM 4686)

Motion by Dominik to approve the recommendation of the Interim Chief Executive to contract with Vazquez Commercial Contracting for the replacement and installation of two new heating, ventilation, and air conditioning ("HVAC") units at the Southeast branch for \$60,880. Second by Smirnova. Approved unanimously. (LBM 4687)

Discussing the contract with Terracon Consultants (LBM 4688), Siragusa noted that Terracon focuses its business on building assessments. The contract is for a comprehensive assessment of all 10 Library buildings.

Motion by Dominik to approve the recommendation of the Interim Chief Executive to negotiate a contract with Terracon Consultants to provide building conditions assessments for Kansas City Public Library buildings for an amount not to exceed \$80,000. Second by Oñate Greim. Approved unanimously. (LBM 4688)

Discussing the contract with Code Koalas (LBM 4689), Siragusa reviewed the web development and support services covered during the first two years of the contract and noted that the recommendation for third year includes additional web development costs related to updating our websites and required Drupal changes across many of our sites.

Motion by Kemper to approve the recommendation of the Interim Chief Executive to contract with Code Koalas for design implementation and maintenance services at a total cost not to exceed \$147,600. Second by Dominik. Approved unanimously. (LBM 4689)

Discussing authorization to purchase computers and peripherals from SHI International Corp (LBM 4690), Siragusa noted that the requested amount is higher this year, partly to replace technology that was added during the Covid pandemic to support remote work for staff that is reaching end of life and to purchase new computers that will support the move to Windows 11.

Motion by Dominik to approve the recommendation of the Interim Chief Executive to authorize the purchase of computers and peripherals from SHI International Corp. (“SHI”) at an amount not to exceed \$295,000. Second by Williams. Approved unanimously. (LBM 4690)

Motion by Dominik to approve the recommendation of the Interim Chief Executive to authorize travel for up to four Trustees to attend the American Library Association (ALA) Annual conference, held from June 27, 2024, to July 2, 2024, in San Diego, California in total amount not to exceed \$2,545 per person for a total of \$10,180 in accordance with Library Board Policies 031 and 032. Second by Oñate Greim. Approved unanimously. (LBM 4691)

Browne introduced LaCrone who gave a presentation on the Library Website. LaCrone provided a walkthrough of the redesigned website, discussing the integrations of the Library’s new branding as well as the updates and changes to the visual presentation, navigation, and organization of the site. LaCrone invited Board members to reach out with feedback on the website.

Discussing the Director’s Report (LBM 4692), Siragusa noted some of the recognition the Library received recently, including Teresa Bolton receiving the Downtown Council’s Urban Hero Award and proclamations from Jackson County, the Jackson County Historical Society, and the City Council in celebration of our 150th Anniversary.

The Central Library will hold its 20th Anniversary on April 19th at 5:30 p.m. The celebration will include live music, refreshments, and prizes.

Siragusa shared the Central Library Café is working on a partnership with The Prospect KC. Chef Shanita McAfee-Bryant would reopen the Central Library Café as part of their culinary workforce development program. The Library café would be their second training location, and would be named “The Nook.” The reopened café would bring back Novel Blend coffee from the Roasterie, offer an inventive literary focused menu, and include some programming. Jones noted that The Prospect KC will be catering the Central Library 20th Anniversary event.

Faris shared that, in partnership with the Parks Department, the first permanent book walk was installed at Gilham Park, featuring local author Charley Miley. It will be followed by a second permanent book walk at Budd Park that will be in both English and Spanish.

Siragusa shared that Cindy Hohl will be sworn in as the President of the American Library Association (ALA) at the upcoming ALA Conference. The ALA President Inaugural Celebration will be held on Tuesday, July 2, 2024, in San Diego, CA.

Browne shared proposed Proclamations for former Board Members, Billie Howard Barnes and Denesha Snell. **Motion by Smirnova to approve Proclamations honoring former Board Members Billie Howard Barnes and Denesha Snell. Second by Oñate Greim. Approved unanimously.**

At Browne's request, Dominik provided an update on the Executive Director Search Committee. At the close of the position posting, Bradbury Miller Associates received a total of 64 applications. Materials from the 57 applicants who met the qualifications were passed on to the Committee for review. The Committee is scheduled to meet on April 22nd to narrow the candidate pool down to six to eight semifinalists. The Search Committee will conduct online interviews with the semifinalists during the May 6th and May 7th meetings to select the three to four finalist candidates who will come to Kansas City on May 29th and 30th for formal interviews with the full Board of Trustees and engage in additional related activities.

Siragusa reported that the Friends of the Kansas City Public Library is formally disbanding as an organization after determining that it was their best way forward. She noted that there has been discussion of a possible path for reengaging in the future, with the Friends becoming a part of the Library Foundation. Perkins-McGuinness noted that the Young Friends of the Library are a separate organization and are not disbanding. Library staff and the Board expressed their appreciation for the support and dedication of the Friends of the Library and Tom Platt in particular. Platt shared that his family has supported the Kansas City Public Library for generations and that he plans to continue to be involved.

Motion by Dominik to adjourn. Second by Oñate Greim. Approved unanimously.

The meeting adjourned at 6:18 p.m.

Secretary

Date