

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – May 21, 2024

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, May 21, 2024, at 4:30 p.m. at the Southeast Branch, 6242 Swope Parkway, 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
Marcus Brown, KCDML Lead Facilitator
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
Trina Duncan, Diversity, Equity, & Inclusion Officer
Crystal Faris, Deputy Director of Youth and Family Engagement
Kim Gile, Branch Services and Engagement Director
Sharla Harris, Administrative Officer
Monica Jedine, Southeast Branch Manager
Joel Jones, Deputy Director of Library Services
Mary Olive Joyce, Director of Community Engagement and
Outreach
Heather Pedersen, Executive Assistant / Manager of Executive
Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
* Full list of staff in attendance available by request

Browne called the meeting to order at 4:33 p.m.

Motion by Dominik to approve the minutes of the April 16, 2024, Regular Board Meeting and the April 22, May 6, and May 7, 2024, Executive Director Search Committee Meetings. Second by Day. 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.)

Kemper arrived at 4:42 p.m.

Dominik reported on the April 29, 2024, Ad Hoc Committee on Bylaws Meeting. The Committee is utilizing a shared document to track recommended changes to the Bylaws. The next meeting will be delayed allowing Trustees to focus on the Executive Director search activity. Once the recommendations have been finalized, the Committee will present the recommended revisions at the next regular Board of Trustees meeting as part of a memo requesting the revised Bylaws be placed on the Policy Calendar.

Dominik reported on the April 22, May 6, and May 7, 2024, Executive Director Search Committee Meetings. The Committee met on April 22 and narrowed the list of candidates down to seven semi-finalists. During the meetings on May 6 and May 7, the semi-finalist candidates were interviewed, and four finalist candidates were selected to continue to the next step of formal interviews with the full Board of Trustees.

On Wednesday, May 29th, the finalist candidates will engage in Q&A sessions with small staff groups, tour the Central Library and Bluford Branch, and give presentations in the evening at the Plaza Branch. The formal interviews will take place on Thursday, May 30th in the Cohen Center at the Plaza Branch. The Board will receive copies of all candidate materials by May 23 and all Library staff will receive a summation of candidate bios by May 24.

Discussing the finalist candidate presentations, Browne noted that Trustees and staff should send names and emails of stakeholders to invite to the candidate presentations to Harris. Dominik shared that QR codes will be provided for those who would like to participate in an optional presentation survey for ranking the candidates, results of which will be provided to the Board, along with staff feedback from the Q&A sessions, for consideration during deliberations following the formal interviews.

Discussing the formal interviews, Dominik shared the general schedule and process, noting that Bradbury Miller Associates will email a complete schedule to Trustees and will be present for the interviews to moderate and keep everything on track.

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 4693), Dominik asked whether the KJR Consulting payment was part of an ongoing contract. Siragusa noted that the contract with KJR for the larger DEI work is completed and Duncan is now overseeing the process. The current payment is for a contract with KJR for additional work facilitating a DEI session with director-level staff.

Discussing the financial reports (LBM 4694), 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. The revenue from protested taxes has not come in yet which could create a variance, depending on timing and total received.

Motion by Dominik to approve the Consent Agenda items before the Board. Second by Kemper. Approved unanimously. 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 April 2024: Payroll (04/04/24 net cash \$364,264 plus taxes \$125,457) and (04/18/24 net cash \$363,194 plus taxes \$124,811) total amount of 977,726; General Expense Payments including Checks (#13407-13666), in the amount of \$1,205,649. (LBM 4693)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for April 2024. (LBM 4694)

Discussing the Authorization to Contract with Signal of Kansas City for Security Officer Services (LBM 4695), Siragusa discussed the RFP process and the recommended vendor, Signal Security, who will provide security at all Branches except for Central. Siragusa noted that the rate is higher than previous security contracts due to additional services and hours of coverage. Siragusa noted plans to update the Board at a future meeting on the other security initiatives. Dominik asked what input was collected from staff regarding the selection of security firm. Jones confirmed that branch staff were on the selection committee. Williams asked about Signal's experience related to trauma informed care. Jones shared that Signal provides training in trauma informed care for their guards and ensures that they are aware of and utilize those practices in their work. Dominik requested additional information and staff feedback be gathered prior to the Board voting on the contract. Siragusa will request additional feedback from staff and additional information will be provided as part of the security presentation at the June Board meeting.

Motion by Dominik to table the Authorization to Contract with Signal of Kansas City for Security Officer Services at the Bluford, North-East, Plaza, Ruiz, Southeast, Trails West, Waldo, and Westport Branches. Second by Williams. Approved unanimously. (LBM 4695)

Browne introduced Jedine who gave a presentation on the Southeast Branch. Jedine provided an overview of the resources, services, activities, events, and celebrations at Southeast. The branch welcomes over 6,000 visitors each month, has more than 3,000 cardholders using Southeast as their home branch, and circulated over 14,000 items in 2023. Between July 2023 and April 2024, Southeast held 342 programs with over 2,000 total attendees. The Community Connections Room has been used with increasing frequency since it was added in 2022.

Browne introduced Brown who gave a presentation on the Digital Media Lab (DML). The DML focuses on five major concepts: YOUmedia hallmarks, connected learning, project-based learning, community-based learning, and informal vs. formal education. Youth are engaged in a variety of ways, including through a balance of opportunities for HOMAGO

(Hanging Out, Messing Around, and Geeking Out), participation in Team Digital, and tween focused programming, such as the 3-week summer Tween Camp funded by a grant from LSTA. The Digital Media Lab has scheduled programming and is open from 2:30 to 6:00 p.m., with tutoring being provided primarily on Mondays. Partnerships are important to the Digital Media Lab and the Library is looking for ways to expand to other branches in the future.

Discussing the Director's Report (LBM 4696), Perkins-McGuinness gave an update on upcoming 150th Anniversary events and activities: the adult Summer Reading Program kickoff event in partnership with Vine Street Brewery on June 7th, the signature event with Ari Shapiro at Central on June 13th; Betty Rae's Library ice cream will be released in June; and the Kansas City Royals will celebrate the Library's 150 years with an on the field celebration before the Royals and Cubs game on Friday, July 26th. She noted that a series of videos highlighting Library staff members were released during National Library Week.

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

The meeting adjourned at 6:39 p.m.

Secretary

Date