

## MINUTES

### **Kansas City Public Library Board of Trustees Regular Meeting – February 21, 2012**

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, February 21, 2012 at 4:30 p.m. at the Central Library, 14 West 10th Street, Kansas City, Missouri.

MEMBERS PRESENT: Jonathan Kemper, President  
David Mayta  
Claudia Oñate Greim  
Joan Caulfield  
Fran Daniel  
Leon Dixon  
Olivia Dorsey  
Billie Howard Barnes

MEMBERS ABSENT: Rose Marie Bell

STAFF PRESENT: Crosby Kemper III, Chief Executive  
Claudia Baker, Director of Development  
Reed Beebe, Purchasing Manager  
Michael Bollinger, Director of Information Technology  
Lillie Brack, Central Library Director  
Michael Daly, Events and Audio Visual Supervisor  
Dorothy Elliott, Plaza Branch Director  
Crystal Faris, Director of Teen Services  
Jordan Fields, Digital Project Manager  
Henry Fortunato, Director of Public Affairs and  
Communication  
Kathleen Hinton, Finance Manager  
Jerry Houchins, Operations Manager  
Joel Jones, Director of Branch and Outreach Services  
Pam Kannady, Director of Human Resources  
Steven Knapp, Library and Business Systems Manager  
Cheptoo Kositany-Buckner, Deputy Director  
Eli Paul, Director of Missouri Valley Special Collections  
Heather Pedersen, Administrative Officer  
Debbie Siragusa, Chief Financial Officer

OTHERS PRESENT:

J. Kemper called the meeting to order at 4:38 p.m.

**Motion by Daniel to approve the minutes of the January 17, 2012 Ad Hoc Committee on the Retirement Plan meeting and the January 17, 2012 regular Board meeting. Second by Howard Barnes. 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.)

Dorsey reported on the February 17, 2012 Ad Hoc Committee on the Black Archives of Mid-America, Inc. meeting.

Discussing the financial reports C. Kemper reported that revenue is still coming in slower than budgeted and that tax protests may be an issue. He stated that the Library should have more information about revenue, including any tax protests in time for the March Board meeting.

**Motion by Dorsey to approve the Consent Agenda items before the Board. Second by Oñate Greim. Approved unanimously.** The following items were approved as part of the Consent Agenda:

**Move approval of the recommendation of the Chief Executive to authorize the following expenditures for January 2012: Payroll (01/26/12 net cash \$219,698 plus taxes \$79,598) and (02/09/12 net cash \$206,676 plus taxes \$75,563), total amount of \$581,535; General Expense Payments including Checks (#153571-153807), in the amount of \$722,381. (LBM 3725)**

**Move approval of the recommendation of the Chief Executive to accept the attached financial reports for January 2012. (LBM 3726)**

Discussing the budget calendar C. Kemper stated that most of the timing of the calendar is mandated by law and is essentially the same as last year.

**Motion by Mayta to approve the recommendation of the Chief Executive to adopt the attached Budget Calendar for Fiscal Year 2012–2013. Second by Oñate Greim. Approved unanimously. (LBM 3727)**

Discussing the vended public-user copiers C. Kemper reported that the contract provides an interim solution to address copier issues while a more complete solution is finalized and brought to the Board for approval.

**Motion by Dorsey to approve the recommendation of the Chief Executive to contract with Technology Group Solutions, LLC (“TGS”) to provide vended public-user copiers for the Kansas City Public Library. Estimated annual cost not to exceed \$15,600. Second by Oñate Greim. Approved unanimously. (LBM 3728)**

Discussing the contract with KCPT for the *Meet the Past* series C. Kemper reported that the Library has raised \$55,000 of the \$70,000 that is the Library’s responsibility.

**Motion by Daniel to approve the recommendation of the Chief Executive to contract with KCPT for the production of a twelve (12) series program, the second series of Meet the Past at a cost of \$70,000. Second by Mayta. Approved unanimously. (LBM 3729)**

**Motion by Daniel to approve the recommendation of the Chief Executive to authorize a contract with J. Huber & Associates to provide project management services and to conduct a structural and process improvement review of the Central Library, Collection Management and the Collection Development process for a total cost not to exceed \$52,000. Second by Caulfield. Approved unanimously. (LBM 3730)**

Discussing the contract for maintenance of the Library's Cisco equipment Siragusa reported that the Library is requesting the option to award to an alternate vendor in the event that Continuant (the sole bidder for the contract) is not able to provide the service needed. She stated that approval is being requested now because the service is covered by E-Rate and in order to proceed with the Library's 2012 – 2013 E-Rate application, it is necessary to have a contract executed with the vendor prior to the next Board meeting.

**Motion by Daniel to approve the recommendation of the Chief Executive to contract with Continuant for basic maintenance of internal connections for the Library's Cisco equipment at an annual amount not to exceed \$42,771. Second by Oñate Greim. Approved unanimously. (LBM 3731)**

**Motion by Mayta to approve the recommendation of the Chief Executive to authorize payment to SIRSI for implementation services. Estimated amount not to exceed \$35,000. Second by Howard Barnes. Approved unanimously. (LBM 3732)**

**Motion by Daniel to approve the recommendation of the Chief Executive to contract with VTLS, Inc for professional services for website maintenance and design services for an estimated annual amount not to exceed \$123,000. Second by Oñate Greim. Approved unanimously. (LBM 3733)**

**Motion by Daniel to approve the recommendation of the Chief Executive to authorize the contract with and/or make payment to the attached list of vendors in amounts not to exceed those detailed. Second by Oñate Greim. Approved unanimously. (LBM 3734)**

C. Kemper discussed the Director's Report with the Board. (LBM 3735)

Fortunato discussed past and upcoming programming events at the Library.

Caulfield left the meeting at 5:12 p.m.

**Motion by Mayta to convene a closed session under 610.021(3) RSMo to discuss personnel issues. Second by Daniel. Approved unanimously.**

The Board was in closed session from 5:30 p.m. until 6:08 p.m. Oñate Greim and Dixon left the meeting at 6:05 p.m. No action was taken.

The meeting adjourned at 6:08 p.m.

---

Secretary

---

Date