

MINUTES

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

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

MEMBERS PRESENT: Pete Browne, President
Billie Howard Barnes
Laura Dominik
Claudia Oñate Greim
Jonathan Kemper
Susan Kenney
Michelle Smirnova
Denesha Snell
India Williams

STAFF PRESENT: Debbie Siragusa, Acting Director / Chief Operating Officer
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
Sandra Davis, Mobile Services Manager
Trina Duncan, Diversity, Equity, & Inclusion Officer
Crystal Faris, Deputy Director of Youth and Family Engagement
Angela Fencl, Director of Finance / Chief Financial Officer
Isaac Halberstadt, Mobile Services Associate
Sharla Harris, Administrative Officer
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 4:35 p.m.

Browne turned over chairmanship of the meeting to the Assistant Director for the election of officers. Siragusa asked for nominations. Kenney nominated the following slate of officers: Laura Dominik, Secretary / Treasurer; Claudia Oñate Greim, Vice President; Pete Browne, President. Siragusa asked if there were any other names for consideration. There

were none. **Motion by Snell to elect the slate of officers as presented by Kenney. Second by Williams. The motion to elect the slate of officers as nominated by Kenney was approved unanimously.** The Assistant Director returned the chairmanship of the meeting to the President.

(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.)

Snell arrived at 4:38 p.m.

Howard Barnes arrived at 4:40 p.m.

Motion by Dominik to approve the minutes of the December 19, 2023, Regular Board Meeting and the November 28, 2023, Building Oversight Committee Meeting. Second by Oñate Greim. Approved unanimously. (LBM 4671)

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 4672), Siragusa noted the payment to Carthage Stoneworks was for repair of the marble work by the entrance alleyway next to the Annex entrance. The marble corners have been damaged on multiple occasions by large trucks and the insurance reimbursement covers nearly all of the expense. Dominik inquired whether the library had considered repair with a material other than marble. Siragusa will ask staff to research options.

Discussing the financial reports (LBM 4673), Siragusa provided a brief overview of the budget., Revenue and expenditures are tracking close to expected levels, and January will provide us with more information about the property tax revenue.

Motion by Dominik 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 December 2023: Payroll (12/14/23 net cash \$352,963 plus taxes \$123,689) and (12/28/23 net cash \$356,587 plus taxes \$124,987) total amount of \$958,226; General Expense Payments including Checks (#12559-12796), in the amount of \$1,288,309. (LBM 4672)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for December 2023. (LBM 4673)

Jones introduced Davis and Halberstadt who gave a presentation on the library's Bookmobile. Highlights included the following:

- The Bookmobile brings library services to underserved pockets of the community.

- On average they deliver 800 items to 425 patrons per month.
- The Bookmobile provides free Wi-Fi, printing, notary services, Tech Access & career services, civic engagement, and more.
- For those with no transportation, the Bookmobile makes stops to low-income traditional housing, rehabilitation centers, and assisted living centers.
- The Bookmobile has been actively serving with a full schedule for about a year and a half.

Davis shared that there is a waiting list of seventeen organizations that would like to be added to the schedule for regular services. The schedule and stops are reviewed every six months. Stops are selected based on how many barriers the community faces to accessing a library branch. To add seventeen additional organizations would require a second bookmobile, additional staff, a larger collection, and a larger space to house the vehicles and staff.

Browne noted the Director's Report was available for the Board to review (LBM 4674).

Snell shared that the Building Oversight Committee Meetings are being scheduled on a Quarterly basis.

Discussing Building Oversight Committee updates, Siragusa shared that the Building Assessment RFQ is ready to be issued. Changes are being made to the Facilities Master Planning RFP and will be presented at the next Building Oversight Committee meeting. Siragusa shared revisions to the proposed fencing around the front entry on the Prospect side of the Bluford Branch building. Snell noted that other options were considered in addition to reducing the footprint of the proposed fencing and requested the inclusion of feedback from Bluford staff regarding the best approach for the needs of the branch and its patrons. Williams asked for clarification regarding the issues being addressed. Jones shared that the issues related to that corner of the building occur both when the branch is open and outside of those hours. Fencing would not completely address the safety and security concerns and he noted that the Bluford Branch will be part of the Master Facilities Planning RFP.

Siragusa introduced Duncan who joined the library as the new Diversity, Equity & Inclusion Officer. Duncan shared information about her prior experience and plans for her role in this newly created position.

Under New Business, Browne appointed Dominik to chair an Ad Hoc Search Committee for a new Executive Director and work with other Trustees to determine who would like to serve on the Committee.

Browne noted that the library has been following the Succession Plan since Herron's last day on December 31. **Motion by Dominik to appoint Siragusa as the Interim Executive Director. Second by Oñate Greim. Approved unanimously.**

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

The meeting adjourned at 5:29 p.m.

Secretary

Date