## **MINUTES**

## Kansas City Public Library Board of Trustees Regular Meeting – June 17, 2014

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, June 17, 2014 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 Rose Marie Bell Leon Dixon Olivia Dorsey

Billie Howard Barnes

STAFF PRESENT:

Crosby Kemper III, Chief Executive

Michael Bollinger, Director of Information Technology

Crystal Faris, Director of Teen Services Naphtali Faris, Early Literacy Manager

Henry Fortunato, Director of Public Affairs and Library

Communication

Jerry Houchins, Operations Manager

Joel Jones, Director of Branch and Outreach Services

Kathleen Hinton, Finance Manager

Pam Kannady, Director of Human Resources Cheptoo Kositany-Buckner, Deputy Director

Alex Krause, Project Director, Building a Community of Readers

David LaCrone, Digital Branch Manager Jamie Mayo, Central Youth Services Manager

Eli Paul, Director of Missouri Valley Special Collections

Heather Pedersen, Administrative Officer Debbie Siragusa, Chief Financial Officer Kaite Stover, Director of Readers' Services Katie Taylor, Volunteer Coordinator Steve Wieberg, Writer / Copy Editor

Steven Woolfolk, Assistant Director of Public Affairs

**OTHERS PRESENT:** 

Patrick Meyers Tom Platt

J. Kemper called the meeting to order at 4:35 p.m.

Motion by Oñate Greim to approve the minutes of the May 27, 2014 regular Board meeting. Second by Dorsey. 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.)

Discussing the financial reports C. Kemper noted that the Library is on track to end the year slightly ahead of budget.

Motion by Dorsey to approve the Consent Agenda items before the Board. Second by Howard Barnes. 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 May 2014: Payroll (05/15/14 net cash \$220,993 plus taxes \$88,152) and (5/29/14 net cash \$229,228 plus taxes \$92,297) and (06/12/14 net cash \$216,716 plus taxes \$86,758), total amount of \$934,144; General Expense Payments including Checks (#161492-161750), in the amount of \$3,142,308. (LBM 3934)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for May 2014. (LBM 3935)

C. Kemper introduced Meyers, the Library's representative with Lockton Companies, LLCs. Meyers discussed the Library's proposed contracts with The Travelers Company, Inc.; Chubb Group of Insurance Companies; and Midwest Public Risk. Premiums for all lines of insurance coverage have held steady except workers compensation, which has nearly doubled primarily due to claims experience. Siragusa added that the rate from Midwest Public Risk is still very competitive within the marketplace despite the increase. She also noted that the total premium amount in the proposed action of the memo should read \$185,973 rather than \$153,785.

Motion by Dorsey to approve the recommendation of the Chief Executive to contract with The Travelers Company, Inc., Chubb Group of Insurance Companies and Midwest Public Risk (a group that pools the interests of its participants) for coverage outlined below and to authorize the payment of total premiums and fees to Lockton Companies LLC and Midwest Public Risk of \$153,785 for FY 2014-2015, as amended (corrected amount to \$185,973). Second by Oñate Greim. Approved unanimously. (LBM 3936)

Discussing the revised and preliminary budgets C. Kemper gave an overview of the current status of the Library's revenue and discussed potential long term implications if the trend of essentially flat revenue continues. (LBM 3937 and LBM 3938) Siragusa reviewed the proposed changes to the 2013-2014 budget and the major items in the proposed preliminary budget with the Board.

Mayta reported that the Finance and Audit Committee met at 3:30 p.m. to discuss the revised 2013-2014 operating budget and the preliminary 2014-2015 budget. He reported that the Committee is recommending to the Board that both budgets be approved.

Motion by Mayta to approve the recommendation of the recommendation of the Finance and Audit Committee and Chief Executive to adopt a revised 2013-2014 Library Operating Budget General Fund of \$18,186,809. (NOTE: As this action was recommended by the Finance and Audit Committee, no second was needed.) Approved unanimously. (LBM 3937)

Motion by Mayta to approve the recommendation of the Finance and Audit Committee and Chief Executive to adopt a preliminary 2014-2015 Library Operating Budget (General Fund) of \$18,673,243, Gifts/Grants Fund Budget of \$1,448,090, Building Corporation – Debt Service Fund Budget of \$621,143, Capital Development

Fund Budget of \$200,000, and Library Parking Garage (Enterprise Fund) budget of \$420,000, and approve changes in fund transfers and Salary Schedule as noted on the attached schedules. (NOTE: As this action was recommended by the Finance and Audit Committee, no second was needed.) Approved unanimously. (LBM 3938)

- C. Kemper discussed the Director's Report with the Board. (LBM 3939)
- C. Kemper introduced Mayo who gave an overview of the new program for New American summer school students, in partnership with the Kansas City School District. New immigrant students at Gladstone Elementary and Central High School are creating digital stories to help introduce themselves to their teachers and classmates in the fall. In addition to working with the students at their schools, staff from Youth Services have been working to bring the students to the library. Approximately 120 of the Gladstone students were able to come to the library for a puppet show and, for about the same cost of renting busses to transport the children, staff have worked out an agreement with the Kansas City Area Transit Authority to get monthly passes for the students so that they can make multiple trips to different library locations and learn how to be more self-sufficient.
- C. Kemper announced that the Library was awarded the American Association for State and Local History Award of Merit for the Civil War Website.

The meeting adjourned at 5:17 p.m.

craudo	7/15/2014
Secretary	Date