

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – June 16, 2015

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, June 16, 2015 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
Leon Dixon
Olivia Dorsey
Billie Howard Barnes
Rose Marie Bell
Marilou Joyner
Kathryn Mallinson

STAFF PRESENT: Crosby Kemper III, Chief Executive
Reed Beebe, Purchasing Manager
Michael Bollinger, Director of Information Technology
Teresa Bolton, Assistant Director / Customer Services Manager
Melissa Carle, Library Systems and Service Program Manager
Elizabeth Eddings, Administrative Officer
Crystal Faris, Director of Youth and Family Engagement
Naphtali Faris, Early Literacy Manager
Henry Fortunato, Director of Public Affairs and Marketing
Kathleen Hinton, Finance Manager
Jerry Houchins, Operations Manager
Joel Jones, Deputy Director of Library Services
David LaCrone, Digital Branch Manager
Jamie Mayo, Central Services Youth Manager
Kristin Nelson, Director of Development
Eli Paul, Special Collections Manager
Eric Petersen, Business Librarian
Debbie Siragusa, Deputy Director of Administration / Chief
Financial Officer
Steve Woolfolk, Assistant Director of Public Affairs
Heather Zoellner, Executive Assistant / Manager of Executive
Services

OTHERS PRESENT: Brooke Knight
Diane Marty
Clayton Mayfield
Tom Platt
Todd Trent

J. Kemper called the meeting to order at 4:37 p.m.

Motion by Mayta to approve the minutes of the May 19, 2015 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.)

Howard Barnes arrived at 4:40 p.m.

J. Kemper requested the board move the discussion and vote on the expenditure authorization item so that it follows action taken on the preliminary 2015-2016 Library Operating Budget. (LBM 4024)

Motion by Dixon to approve the Consent Agenda items before the Board. Second by Dorsey. 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 2015: Payroll (05/28/15 net cash \$216,432 plus taxes \$86,068) and (06/11/15 net cash \$212,975 plus taxes \$84,292), total amount of \$599,767; General Expense Payments including Checks (#164589-164822), in the amount of \$1,067,297. (LBM 4022)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for May 2015. (LBM 4023)

Discussing the revised FY14-FY15 Library Operating Budget Siragusa outlined two key budget updates. (LBM 4026) Revisions were made to adjust for E-Rate funding changes and to transfer an anticipated \$500,000 revenue surplus from the operating budget to the capital development fund to partially pay for a designated project, RFID (Radio Frequency Identification).

Discussing the preliminary FY15-FY16 Library Operating Budget Siragusa explained the proposed staff pay increases and other significant budget categories. (LBM 4027) The proposed budget includes a pay increase of 2% across the board for all employees which will be effective July 1, 2015. Also budgeted, but contingent on final revenue projections in September, was a merit increase for which 2% of base payroll has been allocated.

Oñate Greim arrived at 5:04 p.m.

Discussing the Retirement Medical Program (RMP) proposed changes to Plan documents, sustainability, and impact on current and future retirees. (LBM 4028) Staff will review the possible impact on current and future retirees and consider freezing the plan if necessary.

Motion by Mayta to approve Action Items before the board. Approved unanimously. (NOTE: As this action was recommended by the Finance and Audit Committee, no second was needed.)

Move approval of the recommendation of the Finance and Audit Committee and Chief Executive to adopt a revised 2014-2015 Library Operating Budget General Fund of \$17,657,202, and approve changes in fund transfers as noted on the attached schedules. (LBM 4026)

Move approval of the recommendation of the Finance and Audit Committee and Chief Executive to adopt a preliminary 2015-2016 Library Operating

Budget (General Fund) of \$18,940,399, Gifts/Grants Fund Budget of \$1,621,330, Building Corporation – Debt Service Fund Budget of \$610,830, Capital Development Fund Budget of \$1,300,000, and Library Parking Garage (Enterprise Fund) budget of \$395,000, and approve changes in fund transfers and Salary Schedule as noted on the attached schedules. (LBM 4027)

Move approval of the recommendation of the Chief Executive to authorize the Chief Executive to execute any and all agreements or other documentation as may be necessary to authorize the Board of the School District of Kansas City, Missouri Retirement System Medical Program (the “Plan”), to amend the Plan to discontinue Severance Contributions to the plan effective June 30, 2015, contingent upon final determination by the Chief Executive. (LBM 4028)

Motion by Mayta to approve Authorization for Expenditures Exceeding \$10,000 for FY 2015 – 2016 before the Board. Second by Bell. Approved unanimously. (LBM 4024)

Todd Trent of Lockton Companies LLCs summarized the proposed insurance coverage for FY2016. (LBM 4025) Overall our coverage areas stayed consistent with last year and the recommendation was to stay with current insurance carriers.

Motion by Dorsey to approve Authorization to Contract with The Travelers Company, Inc., Chubb Group of Insurance Companies and Midwest Public Risk and pay premiums and fees to Lockton Companies LLCs and Midwest Public Risk before the Board. Second by Howard Barnes. Approved unanimously. (Oñate Greim abstained) (LBM 4025)

Motion by Mayta to approve the recommendation of the Chief Executive to contract with Mid-America Library Alliance (“MALA”) to provide courier services for an annual amount not to exceed \$85,000. Second by Mallinson. Approved unanimously. (LBM 4029)

Discussing the Library’s Financial Literacy Program, Two-Stepping to Stability: Personal Finances for Starting or Starting Over, Petersen explained the focus will be on three demographics: women beginning new life situations, senior citizens, and immigrant communities. (LBM 4031) The Library and WEN (Women’s Employment Network) will cooperatively establish and manage the creation and organization of the content, present initial workshops, and train staff. Financial coaching will be provided by contracted partners.

Motion by Mallinson to approve Action Items before the board. Second by Joyner. Approved unanimously.

Move approval of the recommendation of the Chief Executive to contract with the Resource Development Institute (“RDI”) to provide evaluation services for the Library’s financial literacy workshops at a total estimated cost not to exceed \$12,000. (LBM 4030)

Authorization to Contract with the ArtsTech to Create Videos Promoting the Library’s Financial Literacy Program. (LBM 4031)

Rescheduled Development presentation to next month.

C. Kemper discussed the Director’s Report with the Board. (LBM 4032)

Joyner left at 5:47 p.m.

Motion by Mayta to adjourn. Second by Bell. Approved unanimously.

The meeting adjourned at 5:50 p.m.

Secretary

Date