

**Bonner Springs City Library  
Board Meeting  
Regular Meeting Minutes  
January 15, 2026  
Meeting in Person & Online via Zoom**

**Members Present:** John Mackey, Claudia Patrick, Patricia Welicky, Elisabeth Kasckow, Katy Whim

**Others Present:** Judy Anderson (Wyandotte County Library Board) Jack Granath (Library Director), Lesley Lard (Board Clerk)

**Call to Order:** The meeting called to order at 5:30 p.m.

**Public concerns:** None

**Additions to the Agenda:** Lights and Confidentiality Policy

**Consent Agenda:**

- Approval of Regular Meeting Minutes for December 11, 2025
- Presentation of Invoices and Supplemental Checks from December 12, 2025 to January 15, 2026
- Treasurer's Report for January 15, 2026 – Nothing additional
- Motion made by Claudia Patrick and seconded by Patricia Welicky to approve the Consent Agenda. Motion passed.

**Librarian's Report**

**Staffing:**

After an interview with the Library Board's Personnel Committee, Lesley Lard was offered and accepted the position of Assistant Director. She started in her new role on January 10th. We have reconfigured the position she is vacating, since she will retain some of her former job duties in children's programming and collections. The new position will be a Technical Services Librarian—our main cataloger, webmaster, and tech help librarian. The job ad has been posted.

**Upcoming:**

- Monday, January 19: Library Closed for MLK, Jr. Day
- Tuesday, January 20 at 6:30: Book Discussion of A Monster Calls
- Thursday, January 29 at 6:30: Film Club Discussion of The Mist
- Monday, February 2 at 6:30: Pal and Gal-entine Art Nite
- Tuesday, February 3 at 9:00: Tax Help Begins (weekly program)
- Tuesday, February 10 at 6:30: Adult Storytime
- Thursday, February 12 at 4:30: Summer in the Winter Time Beach Party (for kids)
- Friday, February 13 at 2:00: Family Crafternoon (Valentine's Day program for kids)
- Saturday, February 14 at 3:00: Teen Anti-Valentine Party
- Monday, February 16: Library Closed for Presidents' Day
- Tuesday, February 17 at 6:30: Book Discussion of Demon Copperhead

**December Programs:**

<b>Programs for Youth &amp; Families</b>	
USD 204 Art Reception	Grinch Party
Noon Year's Eve Party	Storytimes & Pajama Play Day
STEM Snow Science	Coding Club
Jr. Builders	Manga Masters
Dungeons & Dragons Club	Movie Matinee - Elf
Holiday Movie Trivia at the Olde Mill	
<b>Passive Programs</b>	
Board Games for the Board, Gingerbread Man Contest	
<b>Outreach</b>	
Escape room outreach at the middle school, other outreach at DRE, McDaniel, Head Start, and the Piper Early Childhood Center	

<b>Programs for Adults</b>	
Cards, Cookies, & Cocoa	Adult Storytime
Book Club - <i>The Antidote</i>	Film Club – <i>Snow Falling on Cedars</i>
Examined Life - self-actualization	Wordslingers Writing Group
Yarn Club	Chair Yoga
Tai Chi	Books in Motion

**Farmers' Market:**

Claudia wrangled vendors at our first Winter Market at the Community Center after the Mayor's Christmas Tree Lighting.

**Staff Development**

Several staff members accomplished their technology training, a NEKLS accreditation requirement.

- Nancy and Linda Losier took a State Library webinar called "Explore Your Roots with Fold3 and HeritageQuest."
- Emily watched the Beyond the Basics Libby webinar.
- Claudia took a webinar on cataloging.
- Hannah took a webinar called "AI for Libraries: Advancing Research and Discovery."
- Olivia took a webinar on WCAG Compliance, a new website-accessibility rule that we will be held to starting in 2027.

**Building & Grounds:**

- I have met several times with a representative from Property Restoration about the floor in the flood zone, roof, and gutters. I hope I can get additional quotes from two new contacts I have through the Chair of the KCK Housing Authority, a new member of Rotary.
- Flooring: Property Restoration gave us a quote (\$10,045.72) on refinishing the floor. I did not hear back from Mach One, and two others (Polished and Decorative Concrete and Dave

Gibson, an associate of Totally Floored Carpet Cleaning and Floor Care) inspected the area but did not return with a quote.

- Roof and Gutters: Property Restoration is working on a quote for a spring project. I did not hear back from Best Roofing Kansas City, whom I met by chance at City Hall. VernCo, who gave us a quote in 2023, has been replaced by Property Restoration (I'm working with the same person). I have not followed up with Prime Roofing, another 2023 quote (there is a question as to whether the sprayed- or rolled-on product is best).
- Lights: I last heard from MC Electric on December 16<sup>th</sup>: "I will proceed and get the fixtures ordered. I will keep you in the loop as far as our timeframe in receiving and being able to get these fixtures installed."
- HVAC: I continue to communicate and meet with Cool Heat KC and iControls about giving software control access to iControls so they can give us some control over our system. The basic problem is that, as with everything else, the software is now licensed, not just downloaded and installed. The holdup is a simple thing: trouble obtaining the "product key." iControls has worked through this same problem in the past, but it's a new problem for others involved.

**December:**

	December 2025	December 2024	Percent Change	2025 Change
Koha Checkouts	5,562	5,042	+10%	-2.5%
E-content:				
Sunflower eLibrary	992	959	+3.4%	+6.5%
Hoopla	1,645	1,035	+59%	+28%
Kanopy (plays)	28	32	-13%	+54%
Visits	4,441	4,245	+4.6%	+8%
New Patron Cards	53	50	+6%	-.7%
Computer Usage	555	507	+9.5%	+23%
Wireless Users	540	487	+11%	+15%
Wireless Uses	3,812	4,231	-9.9%	-43%
Programming	1,635	1,602	+2.1%	-4.5%
48 live or live, virtual programs (11 of them live offsite)				

**Other Reports:**

**Wyandotte County Library Board:** Judy discussed the special meeting held in December about the Edwardsville Library. The attorney finally answered the legal questions, and the Board approved to give Edwardsville \$800,000 for the Library. The Bonner Springs Library is covered for 2026, but 2027 is still unknown because of Edwardsville pulling out of the PET District.

**Friends of the Library:** Claudia reported that the Friends will not meet in January due to weather, so the next meeting is the February 17<sup>t</sup> at 4:00 pm.

## **New Business:**

### **Approval of Hire:**

- We have promoted Lesley Lard to the position of Assistant Director, made vacant when Laura Carroll retired. There is no budget impact.
- Recommended action: approve promotion of Lesley Lard
- Motion made to approve the promotion of Lesley Lard by Patricia Welicky, seconded by Katy Whim

### **Year in Review**

Jack presented a Year in Review for 2025 and an opportunity for Board Members to reflect on the year and offer thoughts on the upcoming year. He will also do a presentation for City Council which will include budget concerns looking ahead. The Year in Review included the following:

- Budget summary
- Funding information (Wyandotte County Library Board, fundraisers and salary increases)
- Building and grounds summary (HVAC, flooding, water-bottle station, carpets, lights, art, grounds and technology)
- Staffing (departures, promotions and arrivals)
- Library Board members (departures and arrivals)
- Professional development
- Signature and holiday programs
- Cross-training, backup and increased staff involvement
- Policies (updates and review of)

### **New Business (continued):**

#### **Board Member Terms:**

- Two terms expire this year, but in both cases the Board member is eligible to continue on the Board. John Mackey and Patricia Welicky both complete a term in April of 2026 but are eligible to continue. Both have agreed to do so—thank you!
- Recommended action – discussion only, recommend approval by Mayor.

### **Old Business:**

#### **Flooding**

- There was another major flood with not only water coming in but gravel as well, suggesting that the foundation is compromised. When the irrigation break was located, the Board decided against an expensive regrading project, opting instead to refinish the floor in the affected area in such a way that staff can clean up an occasional water intrusion. It looks like neither regrading nor refinishing would fix this problem, though either or both could be part of a comprehensive solution.
- We are looking at roof repair and gutter replacement as spring (or sooner) projects. I suggest that we add digging out the apron between building and patio to evaluate the condition of the foundation. I have spoken with Property Restoration about it and will reach out to Rein Construction and ACI Build Group as well, if the Board agrees. Per the City's purchasing policy, we may proceed in this way for a service and repair project under \$100,000. If over that amount, we would need to advertise.
- Funds for regrading were redirected to purchase of the HVAC rooftop units. Funds for roof and gutters were approved for 2024 spending. So we would need to propose a CIP budget amendment to the City Council unless we can accomplish this work with funds approved for other projects in 2026:

2026

Carpeting & Vinyl Base	\$44,000
Lock System & Server	\$21,500
Phone System	\$7,500

- \$73,000 total. Since we cleaned the carpets in 2025, we do not need to replace them in 2026, and we can put off the other projects until later in the year or even until next year. If this is possible, we would still need to inform City Council of the change but would not need a budget amendment.
- Recommended action: Advise on pursuit of plan by a sub-committee (Patricia, John, Lesley, Claudia) for a three-pronged spring project (roof, gutters, foundation) using CIP funds held by the City. Phase 1 would be to seal the foundation.
- Motion made by Claudia Patrick to give authority to a building committee to address the flooding plan using CIP funds, seconded by Patricia Welicky.

### **Additions to the Agenda:**

#### **Exterior Lights:**

- From MC Electric:  
I got word yesterday that the manufacturer Teron has closed their doors and are no longer of service, meaning the (4) cut-off wall packs will have to be substituted for another. I'm very frustrated with that company so maybe it's a good thing for the library that we didn't proceed earlier with their products.

#### **Garden:**

- The 2026 budget includes \$30,000 spent from carryover for a garden. During discussion of a possible county-funding shortfall, the Library Funding Work Group advised against proceeding with this project for now. With the library adding \$78,000 to carryover at the end of 2025, I wonder if this thinking has changed. Do we want to proceed with the garden project? If so, do we want to contract with Embassy Landscape Group for the work? (They submitted an impressive plan when we last worked on this.) Does potential regrading on that side of the building argue for postponing the garden project until next year?
- **The Board decided to wait on any further action regarding the garden until we figure out the foundation.**

### **Old Business (continued):**

#### **Staff Acknowledgment:**

- Board members are invited to begin a discussion of a staff acknowledgment program. With all of the staff changes since our budget was approved early in 2025, the budget exceeds current projections in personnel costs by about \$6,000. (I don't recommend spending \$6,000 on an acknowledgment program, but there is some room in the budget for one.)
- Here are some thoughts provided by Lesley:
  - How often would you like to award bonuses; annually, or throughout the year depending on the motive behind the bonus (ex. project-based, patron compliment, annual review)?
  - What criteria would you like used for the bonus (ex. spot bonus, project bonus, exceptional performance bonus, as outlined in presentation)?
  - What is the best way for the Board to get information to use to award bonuses (ex. weekly updates, annual reviews, peer-to-peer shout outs)?
  - Should bonuses be awarded publicly (ex. at Board Meeting)?

- **The Board discussed forming a sub-committee, or possibly the Personnel Committee, overseeing a Staff Acknowledgement Program. They discussed different options including thank you notes, PTO, or monetary bonuses. Ideas were introduced about how Board Members could get information about staff, including annual reviews, weekly shout outs, weekly emails from Jack, patron compliments, and more. Board members will continue to think and figure out how they would like to introduce a formal Staff Acknowledgment Program.**

#### **Confidentiality Policy:**

- The policy covers sharing of library records only with a court order, and camera footage is considered a library record of lawful use of the library, but we (and other libraries) do share camera footage with the police when we are filing a police report of a crime committed against the library, such as vandalism or theft.
- We (or other libraries) have shared camera footage or fielded requests for other information under extenuating circumstances, and I would like to hear the Board's view on each case.
- Different scenarios:
  - Police enter the library claiming imminent danger to a child, with a threat having been traced back to our IP address and the police needing to confirm that the suspect was present at the library at the time of the threat. I shared the camera footage, and the suspect was arrested.
    - **The Board thinks we should not change policy in this instance, that a gray area is best for staff to make a decision.**
  - A regular patron is in the media, wanted by police. Staff want to know what to do if this patron comes in. (The same situation happened in Rolla, Missouri at the same time, and the director there told the staff not to call the police if he came in. Advice on the Kansas side was mixed). I was thankful that he did not come in before he was caught.
    - **The Board thinks staff should only call if they feel threatened or in danger, which follows our policy.**
  - A crime is committed on library property but not against the library—a patron steals something from another patron, for instance. At KCKPL police requested camera footage of a stolen vehicle in the parking lot to see who drove up in it. The library did share the footage in that case, but many thought they shouldn't have.
- Real-world scenarios this year:
  - Police called me at home at night needing footage of a missing person. We remoted in and turned over the footage, which the police shared on social media, but it turned out that the person, an adult, was not missing and did not want to be found by the people looking for her. She never returned to the library.
  - Police asked for footage that may have captured a burglary across the street, i.e. not on library property, arguing that it would not have to do with anyone's lawful use of the library. This same situation arose at KCKPL and the library's lawyer advised against sharing the footage.
  - A police officer came into the library, gave his business card to staff at the desk, and asked them to be vigilant about what patrons are doing on the computers and to let him know of any suspicious behavior.
  - I hope that last one is a no-brainer, but it shows that police values and library values will sometimes be at odds. Obviously, we want to help the police when a crime is committed, but 1) we should bear in mind that any footage is likely to include the lawful use of the library by others and 2) could we get into legal trouble if we're inconsistent in the enforcement of our policy?

- Should the policy be changed, or should we just proceed knowing that there will always be gray areas to work through?
- **Board agrees not to change the policy and to keep gray areas for each unique situation.**

**Meeting Adjourned:** The Board Meeting adjourned at 6:57 pm.