

**Bonner Springs City Library  
Board Meeting  
Regular Meeting Minutes  
February 19, 2026  
Meeting in Person & Online via Zoom**

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

**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:** Approval of Hire and Raffle

**Consent Agenda:**

- Approval of Regular Meeting Minutes for December 11, 2025
- Presentation of Invoices and Supplemental Checks from January 16, 2026 to February 19, 2026
- Treasurer's Report for February 19, 2026 – Nothing additional
- Motion made by Claudia Patrick and seconded by Laura Santos to approve the Consent Agenda. Motion passed.

**Presentation by ATP Property Restoration:**

- Presented plans to fix both the flooding by the fireplace and the roof
- The flooding plan includes three parts:
  - First part for waterproofing, drainage and gutters in patio area
  - Second part gutters for remainder of building
  - Third part patio demolition, replacement, and installation of trench drains
- The second proposal was for the low sloped roofing on the building
  - The proposal includes cleaning, prepping and applying a silicon sealer to the current roof
  - The coating includes a 20 year warranty with annual inspections

**Librarian's Report**

**Staffing:**

We received more than thirty applications for the Technical Services Librarian position, which we created in promoting Lesley to the Assistant Director position.

**Upcoming:**

- Friday, February 27: Adult Winter Reading Ends
- Monday, March 2 at 6:00: On the Road with the Royals Hall of Fame
- Friday, March 13
- through March 20: Shred Event Begins
- through March 27: Peeps Contest Begins
- at 6:30: Teen After Hours Glow in the Dark Party

- Tuesday, March 17
- at 2:00 St. Patrick's Day Celebration
- at 4:00: Friends of the Library Meeting
- at 6:30: Book Discussion of Fly Girls

**January Programs:**

<b>Programs for Youth &amp; Families</b>	
<u>Storytimes</u>	Library Skills for Homeschool Group
STEM Building Challenge	Manga Masters
Dungeons & Dragons Club	Library Ninja's Children's Tai Chi
<b>Outreach</b>	
DRE (regular outreach and spelling bee), <u>McDaniel</u> (AM, PM, and childcare), Head Start, Trinity Lutheran, and Piper Early Childhood Center (AM & PM)	

<b>Programs for Adults</b>	
Glass Art Painting & Granola Yogurt Bar	<u>Adult Storytime</u>
Book Club – <i>A Monster Calls</i>	Film Club – <i>The Mist</i>
Currents - Deskilling	Examined Life – Brave New World
<u>Wordslingers Writing Group</u>	Yarn Club
Chair Yoga	Tai Chi
<b>Outreach</b>	
Senior Center (Knitting)	
<b>Passive Programs</b>	
Adult Winter Reading	Backgammon, Chess, & Rook Club
Books in Motion	

**Farmers' Market:**

Claudia ran the annual meeting of the Farmers' Market Association.

**Staff Development**

- Olivia took a TechSoup webinar called "Designing Inclusive and Impactful Nonprofit Websites"
- Katy took webinars in the Wild Wisconsin Winter Web Conference, "(Don't) Do All the Things" and "Doing Nothing to Become a Better Human"
- Jack took a WebJunction webinar called Generative AI and Library Collection Development Policies: A Proactive Approach

**Grants & Donations:**

- We received a \$500 donation from Dr. Stolfus with Lesley singled out in his appreciation.
- The NEKLS Share Your Story advocacy campaign involved some competition – we won \$100 for a staff appreciation event by generating the most stories.

**Technology:**

- The public computers and new laptops were upgraded with new versions of Microsoft Office.

**Building & Grounds:**

- We had another major flood in January. Totally Floored dried our carpets, and I have met with several contractors about the drainage problem.
- We closed the library on Saturday, January 24<sup>th</sup> because of a NOAA Winter Storm Warning but managed to keep it open the following day, since the warning was downgraded Saturday evening.
- MC Electric informed us that one of their suppliers has gone out of business, and I approved an alternative fixture. The latest is that the four wall packs along the stairs have been received and the six Brownlee fixtures are expected to ship 02/19. "Next week 02/23-02/27 we should be able to get these fixtures installed."
- The HVAC communication problem (hardware to software) is not yet resolved. I either communicate or attempt communication with both parties every week.

**January:**

	January 2026	January 2025	Percent Change
Koha Checkouts	6,272	5,308	+18%
E-content:			
Sunflower eLibrary	1,193	1,027	+16%
Hoopla	1,691	1,305	+30%
Kanopy (plays)	60	21	+186%
Visits	4,043	3,358	+20%
New Patron Cards	42	36	+17%
Computer Usage	568	421	+35%
Wireless Users	582	472	+23%
Wireless Uses	4,194	3,869	+8.4%
Programming	670	774	-13%
49 live or live, virtual programs (9 of them live offsite)			

**Annual Statistical Report – Selected Details:**

**BONNER SPRINGS CITY LIBRARY** Annual Report 2025

- The library had 3,328 open hours in 2025
- 7,857 people have a card at our library
- 69,983 people walked through our doors last year
- The collection contained 62,237 items
- Print materials totaled 51,265
- Physical videos totaled 5,668
- Total use of electronic materials 25,791
- Contributing to a total of 181,445 checkouts!
- We lent out items to other libraries 10,289 times
- 7,278 uses of public computers
- 56,486 WiFi sessions
- Aud brought in 11,927 items upon patron request
- 697 total programs offered
- 17,799 people attended in total

**READ**

www.bonnerlibrary.org  
201 N. NETTLETON AVE.  
BONNER SPRINGS, MO 64612  
913.441.2955

Kansas  
State Library of Kansas

### Accreditation Requirements:

- **The library expends a minimum of 60% of annual expenditures for salaried personnel and contracted services.**
  - In 2025 we spent only 54.7% on personnel because we were understaffed all year. We could recalculate to include contracted services, but I have been told that doing so is contrary to the spirit of the requirement. I don't think we need to request a waiver for 2026, though, since with the salary increases, we are budgeted to spend 64.4% of the operating budget on personnel in the coming year.
- **Spend 12% of operating budget on collections.**
  - In 2025 we spent 13.4% of the operating budget on collections. Unfortunately, also because of the salary increases, we are budgeted to spend 11.9% on collections in the coming year. Again, I don't we need to request a waiver for 2026, because we always over spend the collections budget.
- **The library annually adds physical items to its collection equal to not less than 4% of the total collection.**
  - In 2025 we increased the collection by 6.9%.
- **The library has a continuous weeding program. A minimum of 3% of the physical materials in the collection is withdrawn annually.**
  - In 2025 we weeded 4% of the collection.

### Total Circulation:

- Despite the continuing decrease in print circulation, total circulation increased again this year thanks to increasing use of e-resources. In 2025 total circulation was 101,445, a 2.3% increase over 2024's total of 99/152.

### Vulnerable Collections:

- Many libraries have discontinued collecting in areas considered to be superseded by streaming services – audiobooks, music CDs, and even DVDs (which are said to be making a comeback, as people are frustrated by the unavailability of titles except by subscribing to ALL of the commercial streaming services). Jack keeps an eye on these collections, along with the Spanish materials, which aren't collected at many libraries either.

	2025 Total Circs	Percent Change over 2024
Audiobooks	252	-21%
DVDs	5,866	+5.8%
Music CDs	189	+29%
Spanish Books	110	+22%

### Patron Count:

- The biggest concern that the annual statistics reveal is the drop in our number of patrons. Though we added patrons at nearly the same level as last year, we lost many more, deleted from the system after three years of inactivity. Despite adding only ten fewer patrons than we did in 2024, our total number of patrons fell by 634 (7.5%). In January of this year, we added 42 new patrons but deleted 145 due to inactivity. Our total number of patrons, which is a little larger than the total population of Bonner Springs, is still impressive, but the trend is worrying.

### Staff Hours:

- Over the last two years, we split a 40-hour position into two 24-hour positions, then recombined them into a 37-hour position (to cover the shorter shift on Sundays). There were also changed to the Farmer's Market Coordinator position (22 hours). The upshot is

that the annual report shows us dropping from 8.98 FTE to 8.65 FTE, but that is the result of all these changes, which in turn result from health-benefits calculations. In 2022 we had 8.55 FTE, so the apparent drop this year should be seen in light of these up-and-down movements, as we experiment with staffing models.

### **Other Reports:**

**Wyandotte County Library Board:** There was not a meeting in January, but Judy did state that the next meeting is February 24<sup>th</sup>.

**Friends of the Library:** Claudia reported that the Friends met in February and played a game. Their next meeting will be March 17<sup>th</sup> at 5:30. They are planning a Staff Appreciation for National Library Week, and the next Book Sale is April 16<sup>th</sup>-18<sup>th</sup>. They are in need of books for the sale, so they've asked the Library to please promote this.

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

#### **Approval of Quilt Raffle:**

- Linda Losier made and donated a new quilt for the Library to raffle off for National Quilt Month in March. The Library will sell raffle tickets for a chance to win, and all money will go towards children's programming.
- Recommended action: approve sale of raffle tickets for quilt to raise money for children's programming.
- Motion made to approve the sale of raffle tickets for a quilt to raise money for children's programming by Laura, seconded by Katy.
- 

#### **Approval of New Hire and Unpaid Leave**

- An offer was made and accepted to Kate Claus for the Technical Services Librarian position. She did state that she had an already planned trip in May that she would need a week off for, but is willing to take it unpaid.
- Recommended action: approve the hire of Kate Claus for the Technical Services Librarian position as well as a week off, unpaid in May.
- Motion made to approve the hire of Kate Claus for the Technical Services Librarian position as well as a week off, unpaid in May by Claudia, seconded by Laura.

### **New Business:**

#### **In-Service**

- Seven neighboring libraries are planning a joint in-service at the Leavenworth Public Library on Friday, April 3<sup>rd</sup>. The Library would be closed that day for staff to attend.
- Recommended action: approve a library closure for in-service on April 3<sup>rd</sup>.
- Motion made to approve a library closure for in-service on April 3<sup>rd</sup> by Patricia, seconded by Tom.

#### **2026 Library Development Grant Application**

- A requirement of application for the NEKLS 2026 Library Development Grant reads, "The Library Development Grant application was discussed and approved at a library board meeting with a quorum of board members present."
- Recommended action: approve submission of the 2026 Library Development Grant Application.

- Motion made to approve the submission of the 2026 Library Development Grant application by Patricia, seconded by Elisabeth.

### **Trustee Training**

- By change, this year's Trustee Training (on the Kansas Open Meetings Act) is being presented at the same time as our meeting, 5:30 to 7:00 on Thursday, February 19<sup>th</sup>. At least five Board members will need to watch the recording or take a similar training.
- Recommended action: discussion only
- Jack will send the recording out when it becomes available for board members to watch on their own time. Several board members had already registered for it.

### **Old Business:**

#### **Flooding:**

- I solicited bids from five contractors and have received one and a promise of another (no reply from two others and a refusal from a third). The bid in hand is for \$11,690 and includes exposing the foundation, re-waterproofing it, and replacing the gutters and downspouts around the patio.
- There would still be a question as to where the water would go – does discharging to grade mean that the downspouts would tie into the existing system? Another part of the proposal is to discharge the water into a new trench drain system for an additional \$32,870, a total project cost of \$44,560.
- I think the City would release the \$11,690 with the approval of the City Manager, but the larger project would require additional quotes.
- We do have funds for the larger projects, since we are not replacing carpeting this year. We also want to address the roof issues, which would require us to inform City Council of our plan to spend more than previously presented, even if we use funds designated for the lock and phone systems.
- Recommended action: Approve the \$11,690 project, pending additional input from the contractor and approval of the City Manager.
- Motion made by to approve the \$11,690 project, pending additional input from the contractor and approval of the City Manager by Patricia, seconded by Claudia.

#### **Patron Confidentiality and Cameras:**

- There have been three additional requests for patron information since we discussed patron confidentiality at the last meeting:
  - Police requested camera footage in a battery situation (a woman entering the building to get away from her boyfriend and the boyfriend coming in briefly to look for her) – Jack gave the police the camera footage.
  - A patron requesting the time someone left the library and claiming that she was working with the police on a missing person situation – Jack did not give the patron the information, but he gave it to the police (not camera footage, just time).
  - A police officer asked for a sign-in sheet of children in the building – Jack explained that we don't keep that kind of record.
- Recommended action: discussion only.
- The Board discussed requiring the police to have a warrant unless it's a dire/emergency situation. There was discussion about neighbors coming back to the Library angry about giving out footage or surveilling their lives. In order to cover the Library, they think requiring a warrant is the best way to handle these situations so everything is done by the book.

**Staff Acknowledgement:**

- I sent the Policy Committee the weekly shout-outs from January with my own thoughts about them, and I have begun adding staff names to the programming activities in my weekly emails to the Board. Does anyone want to propose a staff acknowledgement program for the Library?
- Recommended action: discussion only.
- The Board discussed awarding the staff quarterly, possibly with a monetary bonus or paid time off. They will use the information Jack sends them. They anticipate tweaking the program as it goes along, but feel they need to start somewhere.

**Meeting Adjourned:** The Board Meeting adjourned at 6:42 pm.