

**Board Meeting
Regular Meeting Minutes
June 13, 2024
Meeting in Person and Online via Zoom**

Members Present: Tom Stephens, John Mackey, Elisabeth Kasckow, Claudia Patrick, Hortencia Dominguez, Susan Berry, Patricia E. Welicky

Others Present: Jack Granath (Director), Laura T. Carroll (Assistant Director)

Call to Order—The meeting was called to order by John at 5:30 p.m.

Public Concerns

There were no public concerns.

Additions to the Agenda

There were no additions to the agenda.

Consent Agenda

Regular Meeting Minutes for May 9, 2024 (2) Presentation of Invoices and Supplemental Checks from May 9 through June 13, 2024, (3) Treasurer's Report for June 13, 2024.

A motion was made by Patricia and seconded by Hortencia to approve the Consent Agenda. The motion carried.

Librarian's Report

Jack reported on upcoming programs.

Thursday, June 13

5:00: Evenings on Oak with Turkey-Bone & Full Count Band

6:00: Downtown Scavenger Hunt

The Library will close on Tuesday, June 18 at 5:00 p.m. and be closed all day Wednesday, June 19 in honor of Juneteenth.

Thursday, June 20

5:30: Teen Goat Yoga

6:30: Adult Goat Yoga

Friday, June 21

2:00: Mike Bliss Comedy Show

Saturday, June 22

8:30: Farmers' Market Pavilion Ribbon-Cutting

10:00: Birding Adventures

Tuesday, June 25

4:00: Reading Rebels - Tweens and Teens Book Club

Wednesday, June 26

12:00: Examined Life discussion, subject to be determined by AI

Thursday, June 27

6:30: Film Club discussion of Fireworks or Hana-Bi.

Tuesday, July 2

6:00: Currents discussion of tipping

The Library will close Wednesday, July 3 at 5:00 p.m. and all day Thursday, July 4 in observance of Independence Day.

Monday, July 8

6:00: Budget presentation for City Council

Thursday, July 11

5:00: Evenings on Oak with Mike Wheeler and Outlaw Redemption

May programs

The Summer Reading Program (SRP) began in May with the theme of “Adventure Begins at Your Library.” To promote the SRP, Lesley Lard and Amy Cushing reached over 1,000 kids and staff with a camping-themed skit. They visited the Bonner Springs Elementary School, Delaware Ridge Elementary School and Edwardsville Elementary School. Amy also did extensive outreach at Clark Middle School and Lesley visited Head Start, McDaniel Preschool, Delaware Ridge Pre-K, the Piper Early Childhood Center, and Limitless ABA.

The Farmers’ Market opened for the season with live music, yoga, and characters in Star Wars costumes. At subsequent markets in May, the Market featured music by Bob Wilson, Ryan Wyatt, and Mike Wheeler, yoga (including goat yoga), an author appearance by Matt Stewart, and a K-9 demonstration. Total attendance at the four markets in May was 1,680. Jack mentioned that the Star Wars characters will be returning to the Market July 6.

May programs for children and teens

In addition to the SRP, the following programs were offered to children and teens.

Memorial Day Rock Painting, Read to a Dog, Dungeons and Dragons Club, Teen Advisory Group. Passive programming for children and teens included a scavenger hunt in the Library with the question “Why do bees have sticky hair?”

May programs for Adults

In addition to the SRP, the following programs were offered to adults.

A book discussion over The Heaven and Earth Grocery Store, a Currents discussion over limitarianism, an Examined Life discussion of the concept of freedom, the Film Club discussed the short story that was the basis of the film Arrival, the Wordslingers Writing Group, Acoustic Jam, Chair Yoga, Tai Chi, and Laura delivered books as part of the Books in Motion program.

Continuing Education

Jack attended an online workshop titled “Advocacy in a Polarized World.”

Facility and Grounds

- The Patio Project Committee held their first meeting.
- Jack met with a contractor that was recommended by the City. He has received various proposals for adding lights to the building and the parking lots.
- The Library had a major water leak in the hall by the public restrooms. The water was condensation from a rooftop unit (HVAC) and the water entered the building through an emergency sprinkler. Jack worked with Cintas, roofers, and plumbers to address the problem before it was finally resolved.
- The Library lost a tree during a storm.

Grants and Donations

The Library received a \$1,000 donation from the Friends of the Library for the Summer Reading Program. The Friends had received a grant of Friends of Kansas Libraries to purchase items for the Library. Jack met with Susan Berry and Kathy Younger to coordinate the purchase of these items. The Library also received \$155 in memorial funds for Joanne Van Beber. Linda Losier made and donated a quilt featuring a Sasquatch and Claudia donated \$100 for the Summer Reading Program.

Jack shared the May statistics.

Wyandotte County Library Board

The Wyandotte County Library Board will meet next Tuesday, June 18, at 4:00 p.m.

Jack shared that Judy Anderson reported that Piper is in the process of moving buildings, so a library for the Piper community is currently on hold. Jack also shared that Edwardsville is building a new city hall and a library is part of the plan.

As county tax revenue is a significant part of the Library's funding, there is a concern as to how future funds will be distributed if Piper, Edwardsville, and Turner all have their own libraries.

Friends of the Library

Susan reported that the Friends received a grant of \$354.63 from Friends of Kansas Libraries. The Friends will not be holding a June meeting. Their next meeting will be the evening of Tuesday, July 16 at 6:30 p.m.

Patio Project Committee

Jack reported that he met with John, Elisabeth, Patricia, Lesley, and Amy on the patio to begin the discussion of the patio improvement project. After the patio area is regraded, the group said that they would like to have a stamped concrete surface and some kind of stage. The stage would be positioned so that patrons would be seated on the lawn facing the stage and the building.

The City has asked Jack and the City Engineer to present the plan for the improvement of the patio at the next City Council meeting June 24. The plan should include the scope of the entire project including the patio, roof and gutters. Jack said that he anticipates that work will begin in the fall. Jack said that there may be grant funds available to assist with the cost of the work.

New Business

Leave of absence without pay

Jack reported that an employee is out on extended medical leave. The employee submitted FMLA paperwork, thereby protecting their job for three months or 480 cumulative hours.

Jack said that there should not be any question about approving the leave of absence without pay, but the Personnel Policy says, "All requests for leave without pay will be given to the Director, and will be at the discretion of the Board."

Jack requested a motion from the Board to change the Personnel Policy to read "All requests for leave without pay will be given to the Director and, with the exception of FMLA leave, will be at the discretion of the Board."

Patricia moved that the policy so amended and Claudia seconded the motion. The motion passed. Tom asked that Jack notify the Board of any future FMLA leave.

Jack said that if the employee should resign their position, he is considering reconfiguring the single 40 hours per week position into two part-time 25 hours per week positions. He would have a total of 50 hours per week available, adding the 10 hours per week currently assigned to the Farmers' Market Coordinator position.

Art installation by Jester Frost

Jack reported that local artist Jester Frost has asked if he can install a cellophane art work on the Library property. This would be a temporary installation.

Tom asked if the Library has an existing policy on art installations and Jack replied that the Library follows the City's policies. Claudia queried if this would be a single event and Elisabeth suggested that the artwork be book themed.

Elisabeth moved that the Board approve the installation of a temporary artwork by Jester Frost on the Library's grounds. Hortencia seconded the motion. The motion passed.

Monarch butterflies

Hortencia asked if it would be possible to make a permanent installation of a Monarch butterfly habitat somewhere in the Library and suggested that it be named in honor of Chris Wood for her volunteer work and support of the Library and the Bonner Springs community.

The Library currently has a small, portable habitat on a table in the gallery area. The habitat is being maintained by Laura and Elisabeth.

Roof leak

Jack reported that M-D Painting and More finished staining the beams and painting the soffits on the north side of the building. Mark McMahan's crew did some extra voluntary work of cleaning windows and clearing the gutters. Mark would like to finish the last section of staining and painting—the beams and soffits above the pop-up windows over the public computers. He estimates the cost would be between \$10,000 and \$15,000. Jack encouraged the Board to look at the recent work in comparison with what still needs to be done as there is a noticeable difference. Jack said that the Board would need to develop a strategy to pay for the work: use City-held funds after the patio project if there are any left, use library-held CIP funds if this work is eligible, or use operating funds if there is a surplus in the fall.

The water leak in the hallway (as reported earlier in the meeting) damaged the walls and ceiling. Mark proposed repairing the drywall and repainting the ceiling in the hall for \$500. This is substantially under cost, but possible, because Mark was able to come in below the original expected expense on the larger project of staining the beams.

Jack stated that this expense is within his discretionary spending and he has approved it.

Old Business

2025 Budget – Update and revision

Jack stated that the budget he presented at the May 2024 meeting included a 3.4% increase. Since then, he has received a property-insurance increase so great that, along with a minor adjustment to custodial services, he will need a 4.34% increase.

Jack said that if the Board asks the City and the County for a 5% budget increase, that will result in an additional \$5,246. Those funds could be applied to wage increases that he anticipates will be recommended by the City's salary study. The preliminary results from that study have come in and the projected recommendation is to increase payroll by a factor of 10. Jack said that there is no realistic way to meet such large salary hike.

Jack stated that at the budget meeting with City staff he was encouraged to recommend to the Board an increase that would hold the mill levy at the same level as last year. City staff expects property valuations to increase by more than 5%. Because of this, the Library should receive additional revenue without having to raise the mill levy.

Jack reminded the Board that they had approved a motion to request a 5% increase in County tax revenue at the May 2024 meeting.

Susan moved that the Board approve the minimum request of a 4.34% increase in City tax revenue and hold the mill levy at the present level. Patricia seconded the motion. The motion carried.

Parking lot lights

Jack met with a contractor recommended by the City to discuss lighting in the parking lots around the building. The contractor suggested contacting Evergy about mounting a floodlight on a utility pole by the Nettleton parking lot. A more expensive alternative would be to mount lights on the side of the building similar to (but more powerful than) the ones on the patio. Jack stated while the parking lot needs additional lighting, he is concerned about light pollution and disturbing the neighbors.

The contractor also gave Jack a proposal to switch the tall lights in the Allcutt Parking lot to LEDs and the wall packs around the buildings to LEDs.

These are two separate projects and their expected cost. These quotes are valid until June 16, 2024.
Allcutt parking lot lights: \$1,900 / Wall packs: \$7,500

Jack recommended that if the Board decides to proceed with the wall packs option, they wait until after new floodlights are installed to see how much more lighting is necessary. If the Board decides to forgo the wall packs option, Jack recommended that a floodlight or other mounted light be installed by the Nettleton parking lot.

Claudia moved that an LED floodlight be installed in the Allcutt parking lot. Patricia seconded the motion. The motion carried.

High School class pictures

The discussion of relocating the Bonner Springs High School class pictures that are currently stored in the storm shelter was tabled at the May 2024 meeting.

Patricia moved that issue be untabled. Susan seconded the motion. The motion carried.

The Board discussed the issue. There was concern that the Library is not the appropriate home for these historical photos and are taking up needed space. There was agreement that the High School would be the better depository of the photos.

Patricia moved that all the class photos currently in the storm shelter be returned to USD 204. Susan seconded the motion. The motion carried.

Committee meetings

The Board set the date and time for the next meeting for the Fundraising Committee and the Strategic Planning Committee. Both committees will meet on Friday, June 28, at the Ten and Two Coffee Shop (611 W. 2nd Street, Bonner Springs, Kansas). The Fundraising Committee meeting will be 6:00-7:00 p.m. and the Strategic Planning Committee will meet 7:00-8:00 p.m.

Tom expressed a concern that these meetings would conflict with the Kansas Open Meetings Act. It was agreed that the meetings would be posted on the Library's website, the City's website and the Library's bulletin board.

The meeting was adjourned at 6:26 p.m.

Respectfully submitted,

Laura T. Carroll
Assistant Director