

OLATHE PUBLIC LIBRARY BOARD
REGULAR MONTHLY MEETING
June 18, 2008

The regular June meeting of the Olathe Public Library Board was called to order at 4:03 p.m. by President Tom Hutcheson. Members present were Darryl Ashley, Rodney Birch, Wes McCoy, Cliff Tatham (Chairperson of Olathe Public Library Foundation Board), Peggy Ingle (President of the Friends of the Library) and Library Director Emily Baker. Absent were Cathie Bennie, Dana Campbell, Jack Hansen and Mayor Michael Copeland. Also attending was Shelley Hammond, Allen, Gibbs & Houlick, L.C. and library employees Janet Monsees and Leslie Ellsworth.

There were no public comments.

1. 2007 AUDITOR'S REPORT – ALLEN, GIBBS & HOULIK, L.C.

Shelley Hammond with Allen, Gibbs & Houlik, L.C. presented the 2007 Auditor's Report to the Olathe Public Library Board. Ms. Hammond reported that the library received the highest rating of "unqualified opinion". There was one internal control issue regarding the payroll function and separation of duties. The library has implemented a change to address this. Wes McCoy moved to approve the 2007 Auditor's Report. Seconded by Rodney Birch and motion passed.

2. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of May 21st were reviewed. Wes McCoy moved to approve the minutes of the library board meeting of May 21st. Seconded by Darryl Ashley and motion passed.

3. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

4. REPORT OF THE TREASURER

Janet Monsees gave the treasurer's report. Rodney Birch moved to approve the treasurer's report. Seconded by Darryl Ashley and motion passed.

5. CONSENT AGENDA

The May expenditures and Resolution on Increase in the Year 2009 Budget and Related Property Tax Revenue, as Required by Senate Bill 45, 1999 Legislature were reviewed. Wes McCoy moved to approve the May expenditures and Resolution on Increase in the Year 2009 Budget and Related Property Tax Revenue. Seconded by Rodney Birch and motion passed.

6. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. Circulation for the main library decreased 0.5 % and decreased 0.9 % for Indian Creek Branch with a combined circulation decrease of 0.7 %. The main gate count was up 2.8 % and the Indian Creek Branch gate count was down 7 % with a combined gate count decrease of 2.5 %. The number of combined volunteer hours decreased 12.3 % and the number of combined volunteers decreased 29.9 %. Website visits have increased 45.1 % from one year ago.

Ms. Baker reported that over 5,000 children's Summer Reading Club folders have been distributed, which surpasses last year's total. The main entry remodeling has been completed except for the blue stain under the revolving door. Ms. Baker will be working with the contractors to remedy the situation. The Comcast grant application has been sent out for this year. Ms. Baker reported that the main library has completed work on an irrigation system and will be working with a landscape company to redo the landscaping. Ms. Baker also reported that the library has not had any flooding

during the recent storms. Ms. Baker showed board members a mock up of stationary, library cards, new van, clothing, and thank you cards with the new logo.

Ms. Baker will attend the NEKLS Executive Board Meeting in Lawrence on June 19, 2008. Ms. Baker presented Tom Hutcheson with a certificate for completing his Trustee Certification. Ms. Baker mentioned the library had received \$325 for the Hazel Hall Memorial and asked if the library would like to contribute. Wes McCoy moved to contribute \$175 to the Hazel Hall Memorial. Seconded by Darryl Ashley and motion passed. Ms. Baker will make a presentation at the Olathe Noon Optimist Club meeting on June 26, 2008. She will provide information about the library, discuss the Master Plan and share some new materials with the group.

7. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by Peggy Ingle. The Friends of the Olathe Public Library approved \$1,500 to renew the movie licensing agreement. The Friends of the Library are looking for a replacement for Tom Hutcheson. The Friends of the Library received a check in May for \$258.96 for items sold under consignment. The total received since October 2007 is \$1,129.97. The Julybration Book Sale will be held on July 12, 2008. The next Friends of the Library meeting will be held on July 28, 2008 at 4 p.m.

8. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

The Olathe Public Library Foundation Board report was given by Cliff Tatham. The Foundation has not met since April 2008. The next meeting will be held in August 2008. The Olathe Public Library Foundation has received \$7,500 in pledges for "A Taste of Literacy". Mr. Tatham reported the Olathe News was unable to make a financial pledge this year, but would provide the Olathe Public Library Foundation with some free advertising.

9. UNFINISHED BUSINESS

Ms. Baker wanted to confirm with board members that the Indian Creek Branch could be expanded approximately 6,000 square feet on both ends of the building. The branch should be able to remain open during construction. Ms. Baker also mentioned that the Johnson County Library was getting ready to expand the Leawood Branch using a Public Building Commission or PBC. Ms. Baker mentioned a PBC might be a possibility for funding future building projects.

Tom Hutcheson presented Wes McCoy with a gift card as a token of appreciation for his service as president.

10. NEW BUSINESS

Proposed changes to the Computer Paper Charges were reviewed. Wes McCoy moved to approve the proposed changes to the Computer Paper Charges. Seconded by Rodney Birch and motion passed.

Proposed changes to the Borrowing Privilege Requirements were reviewed. Darryl Ashley moved to approve the proposed changes to the Borrowing Privilege Requirements. Seconded by Rodney Birch and motion passed.

11. ADJOURNMENT

President Tom Hutcheson adjourned the meeting at 5:16 p.m.

Jack Hansen, Secretary