



OLATHE PUBLIC LIBRARY BOARD  
REGULAR MONTHLY MEETING  
May 27, 2009

The regular May meeting of the Olathe Public Library Board was called to order at 4:05 p.m. by President Tom Hutcheson. Members present were Darryl Ashley, Dana Campbell, Jack Hansen, Tom Hutcheson, Wes McCoy, and Library Director Emily Baker. Absent were Cathie Bennie, Rodney Birch, Cliff Tatham (Chairperson of Olathe Public Library Foundation Board), Linda Schoonover (President of Friends of the Library) and Mayor Michael Copeland. Also attending was library employee Janet Monsees.

There were no public comments.

1. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of April 15th were reviewed. Darryl Ashley moved to approve the minutes of the library board meeting of April 15<sup>th</sup>. Seconded by Dana Campbell and motion passed.

2. ADDITIONS OR DELETIONS TO THE AGENDA

Item 9C – Gift for Linda Schoonover, was added under New Business.

3. REPORT OF THE TREASURER

The report of the treasurer was given by Janet Monsees in the absence of Cathie Bennie. Dana Campbell moved to approve the treasurer's report. Seconded by Wes McCoy and motion passed.

4. CONSENT AGENDA

The May expenditures and TLC for Children and Families Annual Gala Ad to cost \$275 were reviewed. Wes McCoy moved to approve this portion of the consent agenda. Seconded by Jack Hansen and motion passed. Wes McCoy moved to approve the OPL Foundation's Olathe Chamber of Commerce membership renewal. Seconded by Darryl Ashley and motion passed.

5. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. April circulation at the main library was up 14.2% and up 2.3% at Indian Creek. Gate count was up 12.1% at the main library and up 12.7% at the branch. Volunteer hours were up 14.1%. ILL was up 15.5% for borrowed and 1.4% for loaned.

The carpet replacement project at the Main library went very well with library staff pitching in and helping any way they could. Dana Campbell suggested that a letter of thanks be sent on behalf of the board to people involved in the project.

A centennial tea was held for the Ladies Reading Circle May 26<sup>th</sup>. The Circle presented a check for \$1000 to the OPL Foundation. The lovely tea was planned and prepared by Sarah Golinvaux and Donna Jo Atwood, current and former library employees respectively. Wes McCoy moved to provide \$50 gift certificates for the two who planned and prepared for the Ladies Reading Circle tea. Seconded by Dana Campbell and motion passed.

Johnson County Library has not been sending notices for fines over \$25. A one-time notice indicating the cardholder's balance will be sent in June. Cardholders who pay their balance in full prior to July 3<sup>rd</sup> will receive \$5.00 off their total amount owed and prevent them from being sent to UMS collections. Jack Hansen moved to send notices to Olathe Public Library cardholders who have fines over \$25. Seconded by Darryl Ashley and motion passed.

A new statewide courier system will begin later this year. It will be managed by NEKLS and should cut down on postage cost. Meetings continue on downtown public projects. The library's annual budget presentation to the Olathe City Council will be June 9<sup>th</sup> at the 7:00 p.m. study session in the council chambers.

#### 6. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by Tom Hutcheson. Over \$6,000 was raised at the Ella Mae memorial book sale in April. Library book sale signs were removed by City staff and the City has promised that will not happen again.

#### 7. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

The Olathe Public Library Foundation Board report was given by Tom Hutcheson. Letters to prospective donors are being sent in lieu of A Taste of Literacy fundraiser.

#### 8. UNFINISHED BUSINESS

Work has been completed on the exterior of the Indian Creek Branch building. The board discussed public safety issues, the economic downturn bringing more people into the library and how the request from the Old Settlers committee to use all library parking except the single row next to the building would impact the library. Jack Hansen moved that the library retain two rows of parking immediately adjacent to the building during the Old Settlers event and they can have their reviewing stand on the west side of the library grounds provided that any damage is repaired. Seconded by Dana Campbell and motion passed.

#### 9. NEW BUSINESS

Janet Monsees presented the 2010 proposed budget. Tax revenue will be down \$323,236 but fine and machine revenue is projected to increase \$18,850. The total budget is \$4,281,144; \$304,386 less than 2009. Salaries are being advanced according to the Salary Classification Schedule and the overall personnel budget represents 71.6% of the budget. Salaries, social security, KPERS, and health/dental insurance will increase \$113,796. The only other category to increase besides personnel is utilities, estimated to increase \$10,760. Books and materials are being decreased almost \$28,000 but still represent 11.5% of the budget, the same as 2009. No fund transfer is budgeted. Jack Hansen moved to approve the 2010 proposed budget. Seconded

by Dana Campbell and motion passed. The capital improvement fund budget will be postponed to later in the year.

The nominating committee selected the following candidates for officers:

President: Tom Hutcheson

Vice President: Darryl Ashley

Secretary: Jack Hansen

Treasurer: Rodney Birch

There were no nominations from the floor. Ballots were distributed and the slate of officers was elected unanimously.

Dana Campbell moved that a gift basket be sent to Linda Schoonover. Seconded by Darryl Ashley and motion passed.

#### 10. ADJOURNMENT

President Tom Hutcheson adjourned the meeting at 6:10 p.m.

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Jack Hansen, Secretary