

OLATHE PUBLIC LIBRARY BOARD
REGULAR MONTHLY MEETING
September 16, 2009

The regular September meeting of the Olathe Public Library Board was called to order at 4:00 p.m. by President Tom Hutcheson. Members present were Darryl Ashley, Cathie Bennie, Rodney Birch, Dana Lambert, Jack Hansen, Tom Hutcheson, Wes McCoy, Linda Schoonover (President of Friends of the Library), and Library Director Emily Baker. Absent were Cliff Tatham (Chairperson of Olathe Public Library Foundation Board) and Mayor Michael Copeland. Library employees Leslie Ellsworth and Janet Monsees also attended.

There were no public comments.

Several members of the Olathe Noon Lions Club presented a check for \$200 to Jennifer Adamson to be used for purchase of large print books in the children's department.

1. TRUSTEE TRAINING – BRUCE FLANDERS, LAWRENCE PUBLIC LIBRARY

Mr. Flanders, director of the Lawrence Public Library, presented the trustee core skill three training: Trustees shall be knowledgeable about the library's annual budget and skilled in advocating for the library's needs with local government, community leadership and state government.

2. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of August 19th were reviewed. Cathie Bennie moved to approve the minutes of the August 19th board meeting. Seconded by Wes McCoy and motion passed.

3. ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

4. REPORT OF THE TREASURER

Rodney Birch gave the treasurer's report. Dana Lambert moved to approve the treasurer's report. Seconded by Cathie Bennie and motion passed.

5. CONSENT AGENDA

August expenditures were reviewed. Rodney Birch moved to approve the consent agenda. Seconded by Wes McCoy and motion passed.

6. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. Circulation for the year reached 1,000,000 on August 29th, two weeks earlier in the year than ever before. Circulation was up 21.2% at Main and 8.7% at Indian Creek. Gate count at Main was up 25.3% and 2.1% at Indian Creek. Volunteer hours were up 22.37%. ILL was up 22.7% for borrowed and up 5.9% for loaned.

PowerPoint presentations continue for the library centennial. A display regarding the library's centennial is at the Olathe City Hall. The foundation reception will be October 10th at the Main Library.

Summer Reading Club saw a decrease in the number of folders given out but there was an increase in the number of programs and those attending. There was an average of 1.5 programs per day for children to attend. OLATHE READS had a float in the Old Settlers Parade on September 12th.

Ms. Baker will attend the NEKLS Executive Council meeting and combined workshops on September 17th. NEKLS is now providing statewide courier service saving money in postage for ILL. The annual volunteer reception will be Friday, October 2nd, 6:00 p.m. at Prince of Peace Church.

7. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by President Linda Schoonover. There was no book sale in September. Eighty items were added to the library's collection from donations and \$337 was received in consignment income. The next book sale will be October 10th at the Indian Creek Branch Library. The price of books and materials for sale is being increased. Friends committees are being formed to help the library with more activities.

8. OLATHE PUBLIC LIBRARY FOUNDATION BOARD REPORT

The Olathe Public Library Foundation Board report was given by Emily Baker in the absence of Cliff Tatham. To date \$8725 has been raised for "A Taste of Literacy" fundraiser. A board meeting will be held September 21st to go over final plans for the October 10th foundation reception. Keith Johnson has resigned from the foundation board.

9. UNFINISHED BUSINESS

Emily Baker attended the Coordination Committee for Downtown Public Projects meeting on August 21st.

Statewide trustee training will be held in half day sessions at the NEKL office in Lawrence on October 3rd and 17th.

10. NEW BUSINESS

A proposed addition to the Administrative Policy Manual regarding charging \$15 for photocopies and research for non-local customers was reviewed by Leslie Ellsworth. Darryl Ashley moved to approve the proposed addition to the Administrative Policy Manual: Photocopies and Research for Non-Local Customers. Seconded by Wes McCoy and motion passed.

The proposed changes to the Personnel Policy Manual: Pay Day and Direct Deposit were discussed. Jack Hansen moved to approve the Pay Day and Direct Deposit changes. Seconded by Rodney Birch and motion passed.

A spreadsheet showing the amount that could be saved by being closed for unpaid holidays was distributed by Janet Monsees. Any decision on unpaid holidays will take place later in the year when the budget is revised and holiday closings are proposed.

11. ADJOURNMENT

President Tom Hutcheson adjourned the meeting at 5:45 p.m.

Jack Hansen, Secretary