

OLATHE PUBLIC LIBRARY BOARD  
REGULAR MONTHLY MEETING  
November 18, 2009

The regular November 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), Cliff Tatham (Chairperson of Olathe Public Library Foundation Board) and Library Director Emily Baker. Absent was Mayor Michael Copeland. Library employees Leslie Ellsworth, Mary Linse, Kathleen O'Leary and Janet Monsees also attended. Attending as guests were Mike Major, CFO at First National Bank of Olathe, and M.E. Grosdidier, a member of the NEKLS executive board.

There were no public comments.

1. READING OF MINUTES OF LAST MEETING

The minutes of the library board meeting of October 21<sup>st</sup> were reviewed. Cathie Bennie moved to approve the minutes of the October 21<sup>st</sup> board meeting. Seconded by Rodney Birch and motion passed.

2. ADDITIONS OR DELETIONS TO THE AGENDA

Add 10D: Board reports in electronic format.

Add 10E: Mike Major, First National Bank of Olathe

3. REPORT OF THE TREASURER

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

4. CONSENT AGENDA

October expenditures were reviewed. Darryl Ashley moved to approve the consent agenda. Seconded by Wes McCoy and motion passed.

5. REPORT OF LIBRARY DIRECTOR

The monthly report was given by Library Director Emily Baker. Circulation was up 14% at Main and 6.5% at Indian Creek. Gate count at Main was down .7% and up .1% at Indian Creek. Volunteer hours were up 50.7%. ILL was up 23.8% for borrowed and up 10.4% for loaned.

The floating collections concept is working well. The NEKLS Executive Council and Fall Assembly meeting was October 22<sup>nd</sup> and the Strategic Planning Committee met November 16<sup>th</sup>. A staff breakfast was held October 27<sup>th</sup> featuring two great speakers for the United Way. The director attended the OSD Foundation breakfast October 29<sup>th</sup>.

Emily Baker took part in Webinars on supervision and strategic planning/project management hosted by LLAMA, a division of ALA for administrators. Staff day was held November 6<sup>th</sup> with excellent programs planned by Leslie Ellsworth and other supervisors. A special breakfast for Johnson County legislators will be held November 19<sup>th</sup> at the newly expanded Leawood Branch Library. Legislators will be encouraged to support State Aid and ILDP legislation without more cuts and to continue support for Kan-Ed.

Ms. Baker attended a meeting of the Ladies Reading Circle celebrating their 126<sup>th</sup> anniversary. She presented a variety of new materials from the library for the club's program. The library will be closed November 26<sup>th</sup> and 27<sup>th</sup> for the Thanksgiving holiday.

#### 6. FRIENDS OF THE LIBRARY REPORT

The Friends of the Library report was given by President Linda Schoonover. The recent book sale grossed \$1260 and there were no expenses. There were a few complaints about the book price increase. The annual soup supper will be April 23, 2010, at the Indian Creek Community Church. The Friends spent \$500 on Dear Reader for the library and \$1,021 toward a microfilm reader/scanner/printer.

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

The Olathe Public Library Foundation Board report was given by Cliff Tatham. To date \$13,635 has been raised for "A Taste of Literacy" fundraiser. An article was in the local paper regarding the Tatham challenge to donate \$10,000 to the Foundation if the fundraiser brings in \$20,000 by December 1<sup>st</sup>. The Foundation Board is looking for additional board members.

#### 8. UNFINISHED BUSINESS

Emily Baker will attend the Coordination Committee for Downtown Public Projects meeting in December.

#### 9. NEW BUSINESS

Staff Christmas gifts were discussed. Darryl Ashley moved to give each employee a fifty dollar bill accompanied by a letter of appreciation to be written by Dana Lambert and signed by all board members. Seconded by Cathie Bennie and motion passed.

Library insurance proposals were reviewed and no changes were made. Wes McCoy suggested getting quotes for flood insurance and an inland marine policy to cover the library's works of art.

Darryl Ashley and Cathie Bennie were appointed to the library director's compensation committee.

Board members agreed to receive the monthly board report in electronic format unless it is a month with additional items added to the report. Then it will be sent by USPS. Paper copies will be available for everyone at the board meeting.

Mike Major, CFO at First National Bank of Olathe, spoke about the bank's relationship with the library and how the library's accounts are collateralized (protected) as required by state statute. All library funds except the sweep account are fully collateralized, plus an additional \$250,000, by Kansas general obligation bonds that are held in safe keeping at Commerce Bank. These bonds are priced once a month and a report sent to the library monthly. The sweep account is protected by government agency bonds that First National Bank holds and the amount changes every day. Five percent extra margin is added to the amount of the account. A daily report is sent to the library showing the amount of coverage and what government bonds are protecting the library's funds.

10. ADJOURNMENT

President Tom Hutcheson adjourned the meeting at 5:30 p.m.

---

Jack Hansen, Secretary