

Lawrence Public Library, Lawrence, Kansas  
Board of Trustees Regular Meeting

Monday, April 17, 2017 at 4:30 PM  
Meeting Room A, Lawrence Public Library, 707 Vermont Street

Call to Order

Introductions

Public Comments

Consent Agenda

*All matters on the consent agenda are considered within one motion and will be enacted by one motion. There will be no separate discussion on those items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

- Approve Library Board meeting minutes
- Approve Treasurer's report
- Approve bills
- Receive statistical report

Library Director's report

Library Foundation Executive Director's report

Library Friends report

Ongoing business

- Nominate Officers -- **ACTION ITEM**
- Strategic Plan Update -- Staff Presentation

New business

- Nominate NEKLS Annual Meeting Representative -- **ACTION ITEM**
- Approve Library Joining the Municipal Investment Pool (see attachments) -- **ACTION ITEM**
- Approve Expenditure Amount for New Vehicle (see attachments) -- **ACTION ITEM**

Adjournment

DRAFT

Lawrence Public Library  
Board of Trustees  
Regular Board Meeting  
March 20, 2017  
4:30 p.m.

**Board Members Present:** David Vance, Chair; Brady Flannery, Joan Golden, Judy Keller, Ursula Minor, Sarah Goodwin Thiel, Kevan Vick.

**Library Staff Present:** Brad Allen, Aaron Brumley, Tricia Karlin, Amanda McConnell, Kathleen Morgan, Sherri Turner

#### **Call to Order**

David called the regular meeting to order at 4:30 p.m. Brad noted that the agenda had been revised.

#### **Public Comment**

There were no public comments.

#### **Consent Agenda**

Joan moved to approve the consent agenda; Judy seconded. All in favor. Motion carried.

#### **Director's Report**

Brad said that *Read Across Lawrence* capped off another successful run with the Julia Alvarez event at the Lied Center. The Greyhound bus officially started its stop north of the library today. Mulvane Public Library personnel toured the building to get ideas for their building project. The library received a \$10,000 gift from the estate of Melvin Landsberg to be used for the collection in the areas of history and Jewish life.

#### **Library Foundation Executive Director's Report**

The Foundation Board approved distributions of over \$60,000 from the endowment and will also be sending \$58,000 back into the endowment. Margie Coggins started March 1 as Planned Giving Coordinator. She has already put together a professional advisory council. In a related effort, starting in April the library will be offering *Before You Check Out*, a series of programs covering various end of life issues. The Foundation's Nominating Committee is meeting this week. The Music Storytellers planning group met last week.

#### **Friends Report**

David reported for the Friends. He said that rather than a single Friends representative to the Library Trustees meeting, Friends will rotate attendance among their board members. The spring sale is at the end of the month. Stan is working with David to explore options for expanding space through the foundation wall.

## **Ongoing Business**

### **New Business**

#### **Approve 2018 Recommended Budget**

Brad presented the 2018 budget narrative and recommended budget proposal. Although the library is not subject to the tax lid, the budget is nevertheless built on a flat mill, assuming a 4% increase in valuation. The bulk of the increase is a 3% increase to the personnel budget. (As advised by the Board, staff will explore options for implementing a merit increase.) Brad, Kathleen, and Sherri met with Tom Markus and Bryan Kidney about the budget environment at the city. They don't yet have a solid estimate on valuations for 2018. The City Manager's recommended budget will come out on May 9.

It is important to remember that as of January 2017, the city is no longer maintaining a fund reserve for the Library. They gave the Library all of the remaining balance at the beginning of 2017. The Library will need to develop a plan for maintaining its own operating reserve. Brad noted that the Library's 1999 Windstar is nearing end of life. He has been working with staff to explore replacement options that address the ergonomics and efficiency of emptying remote book drops. He will likely come back to the board with a purchase recommendation for a new vehicle or upgrades. This led to a discussion of an equipment and furnishings replacement plan. Brad said he and Aaron were already working on a technology replacement plan. The board asked to see a full capital improvement plan by October.

Joan moved to accept the budget recommendation of \$4,131,400 as presented; Kevan seconded. All in favor; motion carried. The Budget Committee will work with Brad to review the presentation of the budget.

#### **Appoint Officer Nominating Committee**

Brady's term expires in April, but he has agreed to accept a second term on the board. No other terms expire. Joan and David were appointed to the Nominating Committee and will present a slate of officers at the April meeting.

#### **Adjournment**

Judy moved to adjourn the meeting; Brady seconded. All in favor. Meeting adjourned at 5:45 p.m.

The next Board meeting will be Monday, April 17, 2017 at 4:30 p.m. in Meeting Room A at the library.

Respectfully submitted,

Sherri Turner

LAWRENCE PUBLIC LIBRARY									
Regular Budget Report									
2017									
REVENUES		This Month	Year to Date	Annual Budget	25% of Year		March 2016		YTD 2016
Tax Fund		\$ -	\$ 2,202,197.63	\$ 4,033,737.00	54.59%		\$ -		\$ 1,625,000.00
Overdues		\$ 14,012.72	\$ 41,640.20	\$ 170,000.00	24.49%		\$ 14,651.64		\$ 43,155.11
NEKLS		\$ 16,841.00	\$ 16,841.00	\$ 68,000.00	24.77%		\$ 16,592.00		\$ 18,122.00
State Aid		\$ -	\$ 28,320.44	\$ 25,000.00	113.28%		\$ -		\$ 29,111.11
Photo Copies		\$ 2,520.69	\$ 5,101.47	\$ 20,000.00	25.51%		\$ 1,603.53		\$ 4,999.33
Coffee Shop Rent		\$ 1,500.00	\$ 2,250.00	\$ 9,000.00	25.00%		\$ 700.00		\$ 2,100.00
Meeting Room Fees		\$ 1,075.00	\$ 2,200.00	\$ 3,000.00	73.33%		\$ 275.00		\$ 800.00
Interest		\$ 156.81	\$ 423.22	\$ 1,600.00	26.45%		\$ 144.44		\$ 530.00
Miscellaneous		\$ (7.49)	\$ 36.83	\$ -			\$ (10.25)		\$ 373.06
Total Revenues		\$36,098.73	\$2,299,010.79	\$4,330,337.00	53.09%		\$33,956.36		\$1,724,190.61
EXPENSES									
Salaries & Wages		\$ 199,404.61	\$ 594,070.66	\$ 2,450,000.00	24.25%		\$ 187,136.71		\$ 544,531.76
Employee Benefits		\$ 20,063.86	\$ 59,172.30	\$ 275,000.00	21.52%		\$ 21,797.32		\$ 62,763.57
Payroll Taxes		\$ 31,094.83	\$ 92,726.70	\$ 400,000.00	23.18%		\$ 32,196.25		\$ 96,596.58
Utilities		\$ 6,557.71	\$ 24,760.39	\$ 96,000.00	25.79%		\$ 10,451.54		\$ 34,284.23
Building Supplies		\$ 1,869.65	\$ 5,086.61	\$ 20,000.00	25.43%		\$ 2,498.72		\$ 6,458.51
Building Repairs & Maintenance		\$ 688.00	\$ 7,080.88	\$ 35,000.00	20.23%		\$ 965.00		\$ 7,534.77
Library Supplies		\$ 1,504.67	\$ 5,509.95	\$ 25,000.00	22.04%		\$ 2,068.86		\$ 8,517.62
Books & Materials		\$ 54,623.45	\$ 116,925.95	\$ 600,000.00	19.49%		\$ 41,573.13		\$ 93,832.73
Processing Supplies		\$ 3,103.80	\$ 15,280.39	\$ 65,000.00	23.51%		\$ 3,266.50		\$ 51,442.45
Equipment		\$ -	\$ -	\$ 10,000.00	0.00%		\$ -		\$ -
Technology		\$ 8,720.22	\$ 27,975.79	\$ 170,000.00	16.46%		\$ 22,005.13		\$ 46,314.45
Insurance		\$ -	\$ -	\$ 12,000.00	0.00%		\$ -		\$ -
Shipping		\$ 766.04	\$ 4,270.79	\$ 22,000.00	19.41%		\$ 703.27		\$ 4,078.22
Professional Development		\$ 2,743.74	\$ 3,930.50	\$ 30,000.00	13.10%		\$ 2,027.83		\$ 7,610.67
Book Van & Mileage		\$ 144.70	\$ 307.90	\$ 1,800.00	17.11%		\$ 270.65		\$ 352.49
Programs		\$ 1,379.35	\$ 4,381.52	\$ 20,000.00	21.91%		\$ 925.08		\$ 4,878.83
Professional Fees		\$ 1,866.29	\$ 6,329.75	\$ 30,000.00	21.10%		\$ 1,822.96		\$ 14,761.35
Advertising & Marketing		\$ 2,749.51	\$ 5,482.99	\$ 30,000.00	18.28%		\$ 861.96		\$ 5,849.45
Capital Improvements		\$ -	\$ -	\$ 38,537.00	0.00%		\$ -		\$ -
Miscellaneous		\$ 852.15	\$ 4,432.50	\$ -			\$ 777.62		\$ 1,117.98
Total Expenses		\$ 338,132.58	\$ 977,725.57	\$ 4,330,337.00	22.58%		\$ 331,348.53		\$ 990,925.66
CASH BALANCES									
	Checking	\$ 1,804,806.95							
	Capital Improvement	\$ 571,601.95							

Lawrence Public Library												
2017 Outside Funding Report												
			1/1/2017		January	January	February	February	March	March		
			AMOUNT		Income	Spending	Income	Spending	Income	Spending	Remaining	
<b>FRIENDS</b>												
	KPR-Advertising		\$ 5,200.47			\$ 433.38		\$ 216.69		\$ 287.11	\$ 4,263.29	
	Summer Reading - ALL		\$ 993.74					\$ 305.00		\$ 3,179.58	\$ (2,490.84)	
	Aquarium		\$ 187.03		\$ 3,600.00	\$ 600.00				\$ 600.00	\$ 2,587.03	
	Scholarships		\$ 320.00								\$ 320.00	
	Volunteers		\$ 1,415.94								\$ 1,415.94	
	Read Across Lawrence 2015/2016		\$ 15,292.36			\$ 5,447.80		\$ 1,988.87		\$ 417.74	\$ 7,437.95	
	Salaries/Taxes - Custodian		\$ 1,364.28			\$ 1,731.19		\$ 1,869.48		\$ 2,236.93	\$ (4,473.32)	
	Staff Day		\$ 538.84								\$ 538.84	
	Landsberg Bequest								\$ 10,000.00	\$ 92.34	\$ 9,907.66	
	REMORA - YA								\$ 50.40	\$ 50.36	\$ 0.04	
	Block Grant		\$ 20,441.68		\$ 26,400.00			\$ 279.36			\$ 46,562.32	
			\$ 45,754.34		\$ 30,000.00	\$ 8,212.37	\$ -	\$ 4,659.40	\$ 10,050.40	\$ 6,864.06	\$ 66,068.91	
<b>FOUNDATION</b>												
	Kansas Health Foundation		\$ 3,680.35			\$ 30.74		\$ 45.34		\$ 23.97	\$ 3,580.30	
	Salaries/Taxes - Bukaty		\$ -			\$ 300.63		\$ 670.73		\$ 226.28	\$ (1,197.64)	
	Foundation Expenses to be reimbursed		\$ (175.09)			\$ (25.00)		\$ 1,174.18		\$ 587.35	\$ (1,911.62)	
	Weinberg YS/YA							\$ 275.00			\$ (275.00)	
	Milliken Fund		\$ 1,325.09								\$ 1,325.09	
	Juanita Marsh		\$ 546.19							\$ 43.53	\$ 502.66	
	Seed Library		\$ 30.00					\$ 339.82		\$ 505.83	\$ (815.65)	
	Simpson Grant		\$ 25,174.27			\$ 2,080.00		\$ 4,132.20			\$ 18,962.07	
	Book Lockers		\$ 17,000.00			\$ 17,000.00					\$ -	
	New Building YS		\$ 171.63								\$ 171.63	
			\$ 47,752.44		\$ -	\$ 19,386.37	\$ -	\$ 6,637.27		\$ 1,386.96	\$ 20,341.84	
<b>OTHER</b>												
	Memorials/Honor with Books		\$ 1,660.35								\$ 1,660.35	
	Bauleke		\$ 3,053.25								\$ 3,053.25	
	Lawrence Give Back		\$ 2,626.32								\$ 2,626.32	
	Wurfy		\$ 142.77					\$ 63.34		\$ 39.00	\$ 40.43	
	Underwood Gift (Sr.Outreach)		\$ 327.00								\$ 327.00	
	Merchandise Sales		\$ (1,026.45)		\$ 448.25		\$ 313.00		\$ 339.00		\$ 73.80	
			\$ 6,783.24		\$ 448.25	\$ -	\$ 313.00	\$ 63.34	\$ 339.00	\$ 39.00	\$ 7,781.15	
			\$ 100,290.02									
			Month Total		\$ 30,448.25	\$ 27,598.74	\$ 313.00	\$ 11,360.01	\$ 10,389.40	\$ 8,290.02		
			YTD:						\$ 41,150.65	\$ 47,248.77		

**Lawrence Public Library**  
**Balance Sheet**  
As of March 31, 2017

	Mar 31, 17	Mar 31, 16	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
Capital Improvement -2	571,601.95	561,097.83	10,504.12	1.9%
Checking	1,804,980.95	1,231,699.03	573,281.92	46.5%
Savings	0.00	0.00	0.00	0.0%
<b>Total Checking/Savings</b>	2,376,582.90	1,792,796.86	583,786.04	32.6%
<b>Total Current Assets</b>	2,376,582.90	1,792,796.86	583,786.04	32.6%
<b>Other Assets</b>				
Petty Cash	1,230.70	1,230.70	0.00	0.0%
<b>Total Other Assets</b>	1,230.70	1,230.70	0.00	0.0%
<b>TOTAL ASSETS</b>	<b>2,377,813.60</b>	<b>1,794,027.56</b>	<b>583,786.04</b>	<b>32.5%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable				
Accounts Payable	33,061.14	34,571.89	-1,510.75	-4.4%
<b>Total Accounts Payable</b>	33,061.14	34,571.89	-1,510.75	-4.4%
<b>Other Current Liabilities</b>				
Payroll Liabilities	1,950.73	44,151.78	-42,201.05	-95.6%
<b>Total Other Current Liabilities</b>	1,950.73	44,151.78	-42,201.05	-95.6%
<b>Total Current Liabilities</b>	35,011.87	78,723.67	-43,711.80	-55.5%
<b>Total Liabilities</b>	35,011.87	78,723.67	-43,711.80	-55.5%
<b>Equity</b>				
Opening Bal Equity	300,635.22	300,635.22	0.00	0.0%
Retained Earnings	726,979.41	704,555.79	22,423.62	3.2%
Net Income	1,315,187.10	710,112.88	605,074.22	85.2%
<b>Total Equity</b>	2,342,801.73	1,715,303.89	627,497.84	36.6%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,377,813.60</b>	<b>1,794,027.56</b>	<b>583,786.04</b>	<b>32.5%</b>

**Lawrence Public Library  
Revenues & Expenses**

March 2017

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**Mar 17**

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Coffee Shop Rent	1,500.00
Gifts-Other	10,050.40
Grants	16,841.00
Interest	156.81
Meeting Room Fees	1,075.00
Merchandise Sales	339.00
Overdues	14,012.72
Personal Books	-7.49
Photo Copies	2,520.69
<b>Total Income</b>	<b>46,488.13</b>
<b>Expense</b>	
Advertising	2,749.51
Books & Materials	54,623.45
Bookvan & Mileage	144.70
Building Repairs & Maintenance	688.00
Building Supplies	1,869.65
FOUNDATION FUNDING	1,160.68
FRIENDS FUNDING	4,666.13
Library & Office Supplies	1,504.67
Miscellaneous	852.15
Payroll Expenses	221,632.67
Payroll Taxes	31,393.84
Processing Supplies	3,103.80
Professional Development	2,743.74
Professional Fees	1,866.29
Program Expense	1,379.35
Shipping	766.04
Technology	8,720.22
Utilities - Electric	6,557.71
<b>Total Expense</b>	<b>346,422.60</b>
<b>Net Ordinary Income</b>	<b>-299,934.47</b>
<b>Net Income</b>	<b><u>-299,934.47</u></b>

# Lawrence Public Library Vendor Balance Summary

All Transactions

Apr 14, 17

Advance Insurance Company	509.21
Air Filter Plus	363.84
Amazon	2,176.00
Arsenal	1,879.00
ASI	50.00
Baker & Taylor, Inc.	594.11
Basic Carpet Care	539.00
Blackstone Audio, Inc.	100.00
Century Business Technologies	137.74
Charles Epp	174.00
City Wide Maintenance	540.00
CNA Surety	100.00
Copy Co Inc.	775.00
Databank Holdings, LTD	310.45
Demco, Inc.	257.61
Designed Business Interiors	1,769.12
Four State Maintenance Supply	502.87
Gale/Cengage Learning	527.15
Government Research Service	107.50
Harry Miller Piano Service	281.11
Ingram Library Services	22,873.30
Intuit	29.90
Jayhawk Power	430.00
Jayhawk Trophy Co., Inc.	54.50
Jayhawk Tropical Fish	300.00
Jiminate	140.00
Kanopy LLC	172.00
KanREN	2,780.25
Kansas City Star	394.16
Kansas Library Association	245.00
Kansas Public Radio	287.11
Kansas State Treasurer	57.08
Kelly Francis	63.00
Laser Logic, Inc.	307.98
Lawrence Arts Center	450.00
Lawrence Rotary Club	207.00
Lawrence Transit System	1,000.00
Lied Center of Kansas	1,175.00
Lynda.com	13,125.00
Midwest Tape	14,548.87
OCLC, Inc.	5,507.04
OFCFO	150.00
OverDrive	5,899.86
P1 Group, Inc.	419.00
Petty Cash	189.99
Polyline Corporation	393.54
Prairie Park Nature Center	100.00
Quill Corporation	458.38
Random House, Inc.	60.00
Recorded Books	448.63
Rueschhoff Locksmiths & S.S.	80.22
S.S. Window	215.00
Schendel Services	95.00
Scholastic Inc.	2,729.58
Showcases	348.80
Stacks	35.00
State Library of Kansas	581.00
Sun Creations, Inc.	864.00
The Summit	390.00
TSYS Merchant Solutions - Omaha	262.57
Unique Management Services	300.95
United Parcel Service	887.77
VISA 5372	8,010.62
WOW!Business	434.95
<b>TOTAL</b>	<b>99,195.76</b>



Lawrence Public Library  
Check Detail  
April 2017

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>Electronic</b>	<b>04/17/2017</b>	<b>Advance Insurance Company</b>	<b>Checking</b>	
Bill	May 2017	04/13/2017		Group Life Insurance	-509.21
TOTAL					-509.21
<b>Bill Pmt -Check</b>	<b>Electronic</b>	<b>04/17/2017</b>	<b>ASI</b>	<b>Checking</b>	
Bill		04/02/2017		Professional Fees	-50.00
TOTAL					-50.00
<b>Bill Pmt -Check</b>	<b>Electronic</b>	<b>04/17/2017</b>	<b>Intuit</b>	<b>Checking</b>	
Bill	March Bill P...	04/11/2017		Professional Fees	-29.90
TOTAL					-29.90
<b>Bill Pmt -Check</b>	<b>Electronic</b>	<b>04/17/2017</b>	<b>TSYS Merchant Solutions - Oma...</b>	<b>Checking</b>	
Bill	March	04/11/2017		Credit Card Processing	-262.57
TOTAL					-262.57
<b>Bill Pmt -Check</b>	<b>Electronic</b>	<b>04/17/2017</b>	<b>United Parcel Service</b>	<b>Checking</b>	
Bill	1137	04/11/2017		Shipping	-887.77
TOTAL					-887.77
<b>Bill Pmt -Check</b>	<b>Electronic</b>	<b>04/17/2017</b>	<b>VISA 5372</b>	<b>Checking</b>	
Bill		04/13/2017		Adult Services	-794.36
				Technology	-1,534.57
				Technical Services	-375.18
				Youth Services Dept.	-29.17
				Admin. Dept.	-143.73
				In-Service Day	-247.04
				Adult Programming	-9.98
				KHF Grant Expenses	-120.92
				Read Across Lawrence	-63.21
				Bookvan & Mileage	-75.17
				Children's Programming	-26.84
				Children's Programming	-216.51
				Children's Programming	-9.80
				Children's Programming	-10.14
				Children's Programming	-20.56
				Children's Programming	-70.87
				Young Adult Programming	-138.38
				YS Summer Reading	-462.40
				Library & Office Supplies	-38.88
				Processing Supplies	-58.87
				Shipping	-115.77
				Miscellaneous	-53.92
				Advertising	-504.02
				Membership & Dues	-32.44
				Outreach Programming	-155.57
				Senior Programming-Fri...	-19.67
				Building Supplies	-623.20
				Supplies	-4.99

Lawrence Public Library  
Check Detail  
April 2017

Type	Num	Date	Name	Account	Paid Amount
				Supplies	-261.10
				Supplies	-14.96
				Supplies	-286.44
				Supplies	-17.58
				FOUNDATION FUNDING	-37.06
				FOUNDATION FUNDING	-246.54
				FOUNDATION FUNDING	-191.64
				Seed Library	-49.66
				FOUNDATION FUNDING	-250.13
				KHF Grant Expenses	-18.55
				Block Grant	-677.82
				Miscellaneous	-2.98
TOTAL					-8,010.62
<b>Bill Pmt -Check</b>	<b>7722</b>	<b>04/19/2017</b>	<b>Air Filter Plus</b>	<b>Checking</b>	
Bill	342010	03/31/2017		Building Supplies	-363.84
TOTAL					-363.84
<b>Bill Pmt -Check</b>	<b>7723</b>	<b>04/19/2017</b>	<b>Arsenal</b>	<b>Checking</b>	
Bill	62501	04/13/2017		Building Repairs & Main...	-1,879.00
TOTAL					-1,879.00
<b>Bill Pmt -Check</b>	<b>7724</b>	<b>04/19/2017</b>	<b>Baker &amp; Taylor, Inc.</b>	<b>Checking</b>	
Bill	2032746222	03/31/2017		Landsberg Gift	-72.53
Bill	5014495383	03/31/2017		Landsberg Gift	-19.81
Bill	2032735538	03/31/2017		Wurfy	-12.92
Bill	2032735573	03/31/2017		Books & Materials	-112.99
Bill	5014490702	03/31/2017		Books & Materials	-68.66
Bill	2032754113	03/31/2017		Books & Materials	-249.84
Bill	2032735574	03/31/2017		Processing Supplies	-0.25
Bill	2032754114	03/31/2017		Processing Supplies	-24.43
Bill	5014501931	04/13/2017		Books & Materials	-26.61
Bill	2032735539	04/13/2017		Wurfy	-0.74
Bill	2032746223	04/13/2017		Landsberg Gift	-3.43
Bill	5014495384	04/13/2017		Landsberg Gift	-1.90
TOTAL					-594.11
<b>Bill Pmt -Check</b>	<b>7725</b>	<b>04/19/2017</b>	<b>Basic Carpet Care</b>	<b>Checking</b>	
Bill	8658	04/11/2017		Building Repairs & Main...	-539.00
TOTAL					-539.00
<b>Bill Pmt -Check</b>	<b>7726</b>	<b>04/19/2017</b>	<b>Blackstone Audio, Inc.</b>	<b>Checking</b>	
Bill	893346	03/31/2017		Books & Materials	-100.00
TOTAL					-100.00

Lawrence Public Library  
Check Detail  
April 2017

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>7727</b>	<b>04/19/2017</b>	<b>Century Business Technologies</b>	<b>Checking</b>	
Bill	441498	03/27/2017		Copying	-15.00
Bill	446917	04/11/2017		Copying	-55.68
Bill	446918	04/11/2017		Copying	-67.06
TOTAL					-137.74
<b>Bill Pmt -Check</b>	<b>7728</b>	<b>04/19/2017</b>	<b>City Wide Maintenance</b>	<b>Checking</b>	
Bill	CON058020	03/31/2017		Professional Fees	-540.00
TOTAL					-540.00
<b>Bill Pmt -Check</b>	<b>7729</b>	<b>04/19/2017</b>	<b>Copy Co Inc.</b>	<b>Checking</b>	
Bill	84497	03/31/2017		Printing	-775.00
TOTAL					-775.00
<b>Bill Pmt -Check</b>	<b>7730</b>	<b>04/19/2017</b>	<b>Databank Holdings, LTD</b>	<b>Checking</b>	
Bill	25873	04/11/2017		Public Access	-310.45
TOTAL					-310.45
<b>Bill Pmt -Check</b>	<b>7731</b>	<b>04/19/2017</b>	<b>Demco, Inc.</b>	<b>Checking</b>	
Bill	6103259	04/11/2017		Processing Supplies	-257.61
TOTAL					-257.61
<b>Bill Pmt -Check</b>	<b>7732</b>	<b>04/19/2017</b>	<b>Designed Business Interiors</b>	<b>Checking</b>	
Bill	14884	04/11/2017		Library & Office Supplies	-1,769.12
TOTAL					-1,769.12
<b>Bill Pmt -Check</b>	<b>7733</b>	<b>04/19/2017</b>	<b>Four State Maintenance Supply</b>	<b>Checking</b>	
Bill	542661	03/27/2017		Building Supplies	-267.55
Bill	543307	03/31/2017		Building Supplies	-235.32
TOTAL					-502.87
<b>Bill Pmt -Check</b>	<b>7734</b>	<b>04/19/2017</b>	<b>Gale/Cengage Learning</b>	<b>Checking</b>	
Bill	60356160	03/31/2017		Books & Materials	-41.38
Bill	60355951	03/31/2017		Books & Materials	-22.79
Bill	60365221	03/31/2017		Books & Materials	-52.77
Bill	60326325	03/31/2017		Books & Materials	-130.14
Bill	60300041	03/31/2017		Books & Materials	-19.19
Bill	60290823	03/31/2017		Books & Materials	-148.73
Bill	60289925	03/31/2017		Books & Materials	-20.99
Bill	60388480	04/13/2017		Books & Materials	-91.16
TOTAL					-527.15

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>7735</b>	<b>04/19/2017</b>	<b>Government Research Service</b>	<b>Checking</b>	
Bill	13150	03/31/2017		Books & Materials	-107.50
TOTAL					-107.50
<b>Bill Pmt -Check</b>	<b>7736</b>	<b>04/19/2017</b>	<b>Jayhawk Power</b>	<b>Checking</b>	
Bill	7009-1	04/11/2017		Building Repairs & Main...	-430.00
TOTAL					-430.00
<b>Bill Pmt -Check</b>	<b>7737</b>	<b>04/19/2017</b>	<b>Jayhawk Trophy Co., Inc.</b>	<b>Checking</b>	
Bill	57687	04/11/2017		Miscellaneous	-54.50
TOTAL					-54.50
<b>Bill Pmt -Check</b>	<b>7738</b>	<b>04/19/2017</b>	<b>Jayhawk Tropical Fish</b>	<b>Checking</b>	
Bill	502550	03/31/2017		Aquarium Maintenance	-300.00
TOTAL					-300.00
<b>Bill Pmt -Check</b>	<b>7739</b>	<b>04/19/2017</b>	<b>Jiminate</b>	<b>Checking</b>	
Bill	3-032517	03/31/2017		Advertising	-140.00
TOTAL					-140.00
<b>Bill Pmt -Check</b>	<b>7740</b>	<b>04/19/2017</b>	<b>Kanopy LLC</b>	<b>Checking</b>	
Bill	116343-PPU	04/12/2017		Books & Materials	-172.00
TOTAL					-172.00
<b>Bill Pmt -Check</b>	<b>7741</b>	<b>04/19/2017</b>	<b>KanREN</b>	<b>Checking</b>	
Bill	170403010...	04/11/2017		Internet	-2,780.25
TOTAL					-2,780.25
<b>Bill Pmt -Check</b>	<b>7742</b>	<b>04/19/2017</b>	<b>Laser Logic, Inc.</b>	<b>Checking</b>	
Bill	278526	03/31/2017		Library & Office Supplies	-78.00
Bill	278570	04/11/2017		Library & Office Supplies	-229.98
TOTAL					-307.98
<b>Bill Pmt -Check</b>	<b>7743</b>	<b>04/19/2017</b>	<b>Lawrence Arts Center</b>	<b>Checking</b>	
Bill	9506	03/27/2017		YS Summer Reading	-450.00
TOTAL					-450.00

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>7744</b>	<b>04/19/2017</b>	<b>Lawrence Rotary Club</b>	<b>Checking</b>	
Bill	126366	04/11/2017		Membership & Dues	-207.00
TOTAL					-207.00
<b>Bill Pmt -Check</b>	<b>7745</b>	<b>04/19/2017</b>	<b>Lied Center of Kansas</b>	<b>Checking</b>	
Bill	3-5-17	04/11/2017		Read Across Lawrence	-1,175.00
TOTAL					-1,175.00
<b>Bill Pmt -Check</b>	<b>7746</b>	<b>04/19/2017</b>	<b>Lynda.com</b>	<b>Checking</b>	
Bill	10110131411	04/12/2017		Books & Materials	-13,125.00
TOTAL					-13,125.00
<b>Bill Pmt -Check</b>	<b>7747</b>	<b>04/19/2017</b>	<b>Midwest Tape</b>	<b>Checking</b>	
Bill	94866294	03/27/2017		Personal Books	-14.99
Bill	94886580	03/31/2017		Personal Books	-7.49
Bill	94899206	03/31/2017		Books & Materials	-157.43
Bill	94895849	03/31/2017		Books & Materials	-63.71
Bill	94895847	03/31/2017		Books & Materials	-25.48
Bill	94883458	03/31/2017		Books & Materials	-450.90
Bill	94883457	03/31/2017		Books & Materials	-600.42
Bill	94885868	03/31/2017		Books & Materials	-72.24
Bill	94885869	03/31/2017		Books & Materials	-44.98
Bill	94880515	03/31/2017		Books & Materials	-209.92
Bill	94880513	03/31/2017		Books & Materials	-148.23
Bill	94875061	03/31/2017		Books & Materials	-189.64
Bill	94866293	03/31/2017		Books & Materials	-29.98
Bill	94866290	03/31/2017		Books & Materials	-1,108.68
Bill	94865584	03/31/2017		Books & Materials	-64.30
Bill	94862529	03/31/2017		Books & Materials	-106.11
Bill	94865671	03/31/2017		Books & Materials	-150.67
Bill	94866291	03/31/2017		Books & Materials	-339.89
Bill	94861022	03/31/2017		Books & Materials	-16.19
Bill	94797127	03/31/2017		Books & Materials	-12.59
Bill	94861023	03/31/2017		Books & Materials	-120.69
Bill	94797129	03/31/2017		Books & Materials	-29.24
Bill	94861020	03/31/2017		Books & Materials	-47.95
Bill	94853131	03/31/2017		Books & Materials	-103.71
Bill	94853133	03/31/2017		Books & Materials	-170.44
Bill	94846978	03/31/2017		Books & Materials	-82.13
Bill	94847151	03/31/2017		Books & Materials	-151.37
Bill	94847090	03/31/2017		Books & Materials	-126.69
Bill	94847153	03/31/2017		Books & Materials	-386.84
Bill	94918719	04/11/2017		Processing Supplies	-505.55
Bill	94935449	04/12/2017		Personal Books	-10.48
Bill	94911828	04/12/2017		Books & Materials	-230.91
Bill	94912146	04/12/2017		Books & Materials	-644.84
Bill	94911826	04/12/2017		Books & Materials	-270.97
Bill	94912144	04/12/2017		Books & Materials	-1,190.39
Bill	94897705	04/12/2017		Books & Materials	-88.87
Bill	94914086	04/12/2017		Books & Materials	-6,573.96
TOTAL					-14,548.87

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>7748</b>	<b>04/19/2017</b>	<b>OCLC, Inc.</b>	<b>Checking</b>	
Bill	521205	04/11/2017		Collections	-5,507.04
TOTAL					-5,507.04
<b>Bill Pmt -Check</b>	<b>7749</b>	<b>04/19/2017</b>	<b>OverDrive</b>	<b>Checking</b>	
Bill	154246597...	03/31/2017		Books & Materials	-806.41
Bill	155905703...	03/31/2017		Books & Materials	-343.96
Bill	155701723...	03/31/2017		Books & Materials	-250.43
Bill	132832637...	03/31/2017		Books & Materials	-529.52
Bill	134456633...	03/31/2017		Books & Materials	-1,040.30
Bill	113808750...	03/31/2017		Books & Materials	-1,116.39
Bill	104858503...	03/31/2017		Books & Materials	-1,022.92
Bill	152549837...	03/31/2017		Books & Materials	-101.88
Bill	000839877...	04/12/2017		Books & Materials	-98.98
Bill	123757540...	04/12/2017		Books & Materials	-589.07
TOTAL					-5,899.86
<b>Bill Pmt -Check</b>	<b>7750</b>	<b>04/19/2017</b>	<b>P1 Group, Inc.</b>	<b>Checking</b>	
Bill	15698	03/31/2017		Building Repairs & Main...	-419.00
TOTAL					-419.00
<b>Bill Pmt -Check</b>	<b>7751</b>	<b>04/19/2017</b>	<b>Polyline Corporation</b>	<b>Checking</b>	
Bill	PYSOINV0...	04/11/2017		Processing Supplies	-393.54
TOTAL					-393.54
<b>Bill Pmt -Check</b>	<b>7752</b>	<b>04/19/2017</b>	<b>Quill Corporation</b>	<b>Checking</b>	
Bill	5140141	03/27/2017		Advertising	-61.62
Bill	5199850	03/27/2017		Building Supplies	-42.35
Bill	5415660	03/31/2017		Library & Office Supplies	-15.96
Bill	5405072	03/31/2017		Library & Office Supplies	-129.80
Bill	5765086	04/11/2017		Library & Office Supplies	-193.08
				Building Supplies	-15.57
TOTAL					-458.38
<b>Bill Pmt -Check</b>	<b>7753</b>	<b>04/19/2017</b>	<b>Random House, Inc.</b>	<b>Checking</b>	
Bill	1081489620	03/31/2017		Books & Materials	-60.00
TOTAL					-60.00
<b>Bill Pmt -Check</b>	<b>7754</b>	<b>04/19/2017</b>	<b>Recorded Books</b>	<b>Checking</b>	
Bill	75500836	03/31/2017		Books & Materials	-35.99
Bill	75503870	03/31/2017		Books & Materials	-109.24
Bill	75483043	03/31/2017		Books & Materials	-303.40
TOTAL					-448.63

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>7755</b>	<b>04/19/2017</b>	<b>S.S. Window</b>	<b>Checking</b>	
Bill	10160	04/13/2017		Building Repairs & Main...	-150.00
Bill	10161	04/13/2017		Building Repairs & Main...	-65.00
TOTAL					-215.00
<b>Bill Pmt -Check</b>	<b>7756</b>	<b>04/19/2017</b>	<b>Schendel Services</b>	<b>Checking</b>	
Bill	30242373	03/31/2017		Building Repairs & Main...	-95.00
TOTAL					-95.00
<b>Bill Pmt -Check</b>	<b>7757</b>	<b>04/19/2017</b>	<b>Scholastic Inc.</b>	<b>Checking</b>	
Bill	14726619	03/27/2017		YS Summer Reading	-2,729.58
TOTAL					-2,729.58
<b>Bill Pmt -Check</b>	<b>7758</b>	<b>04/19/2017</b>	<b>Showcases</b>	<b>Checking</b>	
Bill	298673	03/27/2017		Processing Supplies	-45.53
Bill	298674	03/27/2017		Processing Supplies	-303.27
TOTAL					-348.80
<b>Bill Pmt -Check</b>	<b>7759</b>	<b>04/19/2017</b>	<b>Stacks</b>	<b>Checking</b>	
Bill	001085A	04/13/2017		Professional Fees	-35.00
TOTAL					-35.00
<b>Bill Pmt -Check</b>	<b>7760</b>	<b>04/19/2017</b>	<b>State Library of Kansas</b>	<b>Checking</b>	
Bill	Databases	04/12/2017		Books & Materials	-581.00
TOTAL					-581.00
<b>Bill Pmt -Check</b>	<b>7761</b>	<b>04/19/2017</b>	<b>Sun Creations, Inc.</b>	<b>Checking</b>	
Bill	97839	04/11/2017		Block Grant	-864.00
TOTAL					-864.00
<b>Bill Pmt -Check</b>	<b>7762</b>	<b>04/19/2017</b>	<b>Unique Management Services</b>	<b>Checking</b>	
Bill	443139	04/11/2017		Professional Fees	-130.90
Bill	443138	04/11/2017		Professional Fees	-170.05
TOTAL					-300.95
<b>Bill Pmt -Check</b>	<b>7763</b>	<b>04/19/2017</b>	<b>WOW!Business</b>	<b>Checking</b>	
Bill		03/27/2017		Telephone	-434.95
TOTAL					-434.95

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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>28173</b>	<b>04/17/2017</b>	<b>Amazon</b>	<b>Checking</b>	
Bill	8979434	03/27/2017		Juanita Marsh	-34.53
Bill	8873837	03/27/2017		Building Supplies	-19.54
Bill	7869818	03/27/2017		Library & Office Supplies	-489.95
Bill	1355456	03/27/2017		Children's Programming	-49.43
Bill	2692252	03/31/2017		Books & Materials	-22.49
Bill	1350648	03/31/2017		Books & Materials	-8.99
Bill	1983460	03/31/2017		Books & Materials	-12.19
Bill	7488203	03/31/2017		Books & Materials	-16.23
Bill	2408268	03/31/2017		Books & Materials	-12.39
Bill	3497812	03/31/2017		Books & Materials	-10.01
Bill	2356229	03/31/2017		Books & Materials	-35.00
Bill	2356229	03/31/2017		Books & Materials	-29.25
Bill	2356229	03/31/2017		Books & Materials	-52.24
Bill	1027435	03/31/2017		Books & Materials	-136.02
Bill	5568224	03/31/2017		Books & Materials	-39.99
Bill	7462660	03/31/2017		Books & Materials	-8.99
Bill	0350630	03/31/2017		Books & Materials	-175.89
Bill	2408268	03/31/2017		Books & Materials	-58.49
Bill	2408268	03/31/2017		Books & Materials	-17.99
Bill	2408268	03/31/2017		Books & Materials	-40.71
Bill	1350648	03/31/2017		Books & Materials	-23.98
Bill	1350648	03/31/2017		Books & Materials	-13.99
Bill	1350648	03/31/2017		Books & Materials	-37.99
Bill	7462660	03/31/2017		Books & Materials	-47.99
Bill	5495428	03/31/2017		YA-Reforma	-50.36
Bill	6877015	03/31/2017		Young Adult Programming	-78.95
Bill	5961059	04/13/2017		Books & Materials	-48.99
Bill	2031448	04/13/2017		Books & Materials	-47.99
Bill	7007408	04/13/2017		Books & Materials	-210.66
Bill	7007408	04/13/2017		Books & Materials	-22.91
Bill	7007408	04/13/2017		Books & Materials	-23.48
Bill	4593003	04/13/2017		Books & Materials	-31.57
Bill	4593003	04/13/2017		Books & Materials	-136.92
Bill	295325553...	04/13/2017		Library & Office Supplies	-129.90
<b>TOTAL</b>					<b>-2,176.00</b>
<b>Bill Pmt -Check</b>	<b>28174</b>	<b>04/17/2017</b>	<b>Charles Epp</b>	<b>Checking</b>	
Bill	8954679	09/13/2016		Books & Materials	-174.00
<b>TOTAL</b>					<b>-174.00</b>
<b>Bill Pmt -Check</b>	<b>28175</b>	<b>04/17/2017</b>	<b>CNA Surety</b>	<b>Checking</b>	
Bill	71277635	04/11/2017		Liability Insurance	-100.00
<b>TOTAL</b>					<b>-100.00</b>
<b>Bill Pmt -Check</b>	<b>28176</b>	<b>04/17/2017</b>	<b>Harry Miller Piano Service</b>	<b>Checking</b>	
Bill	3-30-17	04/13/2017		Building Repairs & Main...	-281.11
<b>TOTAL</b>					<b>-281.11</b>



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Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>28177</b>	<b>04/17/2017</b>	<b>Ingram Library Services</b>	<b>Checking</b>	
Bill	97716708	03/31/2017		Processing Supplies	-80.67
Bill	97870441	03/31/2017		Processing Supplies	-32.01
Bill	97848826	03/31/2017		Processing Supplies	-70.51
Bill	97848828	03/31/2017		Processing Supplies	-0.30
Bill	97880379	03/31/2017		Processing Supplies	-0.30
Bill	97816312	03/31/2017		Processing Supplies	-49.88
Bill	97827057	03/31/2017		Processing Supplies	-7.76
Bill	97816310	03/31/2017		Processing Supplies	-8.18
Bill	97789823	03/31/2017		Processing Supplies	-187.46
Bill	97769812	03/31/2017		Processing Supplies	-38.60
Bill	97800343	03/31/2017		Processing Supplies	-42.54
Bill	97769067	03/31/2017		Processing Supplies	-1.60
Bill	97750800	03/31/2017		Processing Supplies	-12.71
Bill	97735710	03/31/2017		Processing Supplies	-0.45
Bill	97720592	03/31/2017		Processing Supplies	-153.63
Bill	97730857	03/31/2017		Processing Supplies	-38.23
Bill	97694249	03/31/2017		Processing Supplies	-23.18
Bill	97674146	03/31/2017		Processing Supplies	-172.56
Bill	97674148	03/31/2017		Processing Supplies	-0.60
Bill	97659690	03/31/2017		Processing Supplies	-5.75
Bill	97628334	03/31/2017		Processing Supplies	-132.73
Bill	97666547	03/31/2017		Processing Supplies	-42.68
Bill	97716707	03/31/2017		Books & Materials	-535.26
Bill	97848825	03/31/2017		Books & Materials	-752.48
Bill	97789821	03/31/2017		Books & Materials	-10.24
Bill	97848827	03/31/2017		Books & Materials	-25.18
Bill	97880378	03/31/2017		Books & Materials	-20.34
Bill	97816311	03/31/2017		Books & Materials	-514.28
Bill	97827056	03/31/2017		Books & Materials	-51.84
Bill	97816309	03/31/2017		Books & Materials	-136.04
Bill	97789822	03/31/2017		Books & Materials	-1,802.66
Bill	97769811	03/31/2017		Books & Materials	-396.61
Bill	97800342	03/31/2017		Books & Materials	-480.04
Bill	97769066	03/31/2017		Books & Materials	-21.64
Bill	97750799	03/31/2017		Books & Materials	-135.92
Bill	97735709	03/31/2017		Books & Materials	-41.95
Bill	97720591	03/31/2017		Books & Materials	-1,280.06
Bill	97730856	03/31/2017		Books & Materials	-344.93
Bill	97694248	03/31/2017		Books & Materials	-275.55
Bill	97674145	03/31/2017		Books & Materials	-1,860.04
				KHF Grant Expenses	-23.97
Bill	97674147	03/31/2017		Books & Materials	-52.20
Bill	97659689	03/31/2017		Books & Materials	-112.83
Bill	97628333	03/31/2017		Books & Materials	-1,252.50
Bill	97666546	03/31/2017		Books & Materials	-206.18
Bill	97870440	04/04/2017		Books & Materials	-356.78
Bill	98026229	04/12/2017		Books & Materials	-3.41
Bill	98017343	04/12/2017		Books & Materials	-268.27
Bill	98026230	04/12/2017		Books & Materials	-554.26
Bill	97988886	04/12/2017		Books & Materials	-204.49
Bill	97988885	04/12/2017		Books & Materials	-7.40
Bill	97980550	04/12/2017		Books & Materials	-478.56
Bill	97971798	04/12/2017		Books & Materials	-1,651.18
Bill	97948333	04/12/2017		Books & Materials	-304.48
Bill	97948335	04/12/2017		Books & Materials	-13.19
Bill	97948331	04/12/2017		Books & Materials	-13.10
Bill	97948329	04/12/2017		Books & Materials	-354.04
Bill	97916384	04/12/2017		Books & Materials	-1,106.50
Bill	97916381	04/12/2017		Books & Materials	-7.96
Bill	97916382	04/12/2017		Books & Materials	-565.49
Bill	97912479	04/12/2017		Books & Materials	-662.09
Bill	97870442	04/12/2017		Books & Materials	-2,142.94

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Type	Num	Date	Name	Account	Paid Amount
Bill	98017342	04/12/2017		Processing Supplies	-164.47
Bill	98017344	04/12/2017		Processing Supplies	-30.26
Bill	98026231	04/12/2017		Processing Supplies	-70.03
Bill	97988887	04/12/2017		Processing Supplies	-20.28
Bill	97980551	04/12/2017		Processing Supplies	-93.88
Bill	97971799	04/12/2017		Processing Supplies	-165.80
Bill	97948334	04/12/2017		Processing Supplies	-22.43
Bill	97948336	04/12/2017		Processing Supplies	-0.15
Bill	97948332	04/12/2017		Processing Supplies	-0.80
Bill	97948330	04/12/2017		Processing Supplies	-31.18
Bill	97916385	04/12/2017		Processing Supplies	-148.05
Bill	97916383	04/12/2017		Processing Supplies	-30.89
Bill	97912480	04/12/2017		Processing Supplies	-97.96
Bill	97870443	04/12/2017		Processing Supplies	-292.44
Bill	98017341	04/13/2017		Books & Materials	-1,575.47
TOTAL					-22,873.30
<b>Bill Pmt -Check</b>	<b>28178</b>	<b>04/17/2017</b>	<b>Kansas City Star</b>	<b>Checking</b>	
Bill	Thru 5-08-18	04/11/2017		Periodicals	-394.16
TOTAL					-394.16
<b>Bill Pmt -Check</b>	<b>28179</b>	<b>04/17/2017</b>	<b>Kansas Library Association</b>	<b>Checking</b>	
Bill	Memberships	04/13/2017		Membership & Dues	-245.00
TOTAL					-245.00
<b>Bill Pmt -Check</b>	<b>28180</b>	<b>04/17/2017</b>	<b>Kansas Public Radio</b>	<b>Checking</b>	
Bill	140529	04/13/2017		Advertising Gift Fund	-287.11
TOTAL					-287.11
<b>Bill Pmt -Check</b>	<b>28181</b>	<b>04/17/2017</b>	<b>Kansas State Treasurer</b>	<b>Checking</b>	
Bill	J.Delgado	07/13/2011		Overdues	-18.45
Bill	A.Shockey	08/22/2011		Overdues	-5.50
Bill	J.Nelson Re...	11/30/2011		Overdues	-8.54
Bill	G.Singer	02/29/2012		Overdues	-12.00
Bill	CC Library	03/30/2012		Overdues	-12.59
TOTAL					-57.08
<b>Bill Pmt -Check</b>	<b>28182</b>	<b>04/17/2017</b>	<b>Kelly Francis</b>	<b>Checking</b>	
Bill	KHF Confer...	04/13/2017		Admin. Dept.	-63.00
TOTAL					-63.00
<b>Bill Pmt -Check</b>	<b>28183</b>	<b>04/17/2017</b>	<b>Lawrence Transit System</b>	<b>Checking</b>	
Bill		04/11/2017		YS Summer Reading	-1,000.00
TOTAL					-1,000.00

Lawrence Public Library  
**Check Detail**  
April 2017

Type	Num	Date	Name	Account	Paid Amount
<b>Bill Pmt -Check</b>	<b>28184</b>	<b>04/17/2017</b>	<b>OFCFO</b>	<b>Checking</b>	
Bill	2016 State...	04/07/2017		Miscellaneous	-150.00
TOTAL					-150.00
<b>Bill Pmt -Check</b>	<b>28185</b>	<b>04/17/2017</b>	<b>Petty Cash</b>	<b>Checking</b>	
Bill	1/9-4/10/17	04/13/2017		Young Adult Programming	-30.37
				Adult Programming	-19.82
				Bookvan & Mileage	-20.19
				Adult Services	-12.79
				Youth Services Dept.	-27.36
				Circulation	-15.10
				Technology	-20.32
				Children's Programming	-7.55
				Supplies	-3.24
				Library & Office Supplies	-5.32
				Seed Library	-8.11
				Read Across Lawrence	-19.82
TOTAL					-189.99
<b>Bill Pmt -Check</b>	<b>28186</b>	<b>04/17/2017</b>	<b>Prairie Park Nature Center</b>	<b>Checking</b>	
Bill	Birding	04/13/2017		Adult Programming	-100.00
TOTAL					-100.00
<b>Bill Pmt -Check</b>	<b>28187</b>	<b>04/17/2017</b>	<b>Rueschhoff Locksmiths &amp; S.S.</b>	<b>Checking</b>	
Bill	542065	03/27/2017		Professional Fees	-80.22
TOTAL					-80.22
<b>Bill Pmt -Check</b>	<b>28188</b>	<b>04/17/2017</b>	<b>The Summit</b>	<b>Checking</b>	
Bill	April	03/31/2017		Membership & Dues	-390.00
TOTAL					-390.00

# Lawrence Public Library

## Monthly Statistical Summary--March 2017

INDICATOR	March		Percent	YTD	YTD	Percent
	2017	2016	Change	2017	2016	Change
			2016-2017			2016-2017

### SUMMARY RATIOS

Service Area Population	97,948	97,669	0%			
User Visits per Capita	7.01	6.80	3%			
Reference Transactions per Capita	1.63	1.55	5%			
Program Attendance per Capita	0.54	0.51	6%			
Circulation per Capita	13.12	13.66	-4%			
Circulation per Day	3455	3587	-4%			
Circulation per Visit	1.87	2.01	-7%			
Total Holdings per Capita	2.09	2.06	1%			
% of Lawrence Residents Registered	66%	63%	5%			

Circulation--Adult Total	74,022	74,786	-1%	216,712	224,780	-4%
Circulation--Young Adult Total	3,447	4,475	-23%	9,661	12,615	-23%
Circulation--Youth Total	29,635	31,925	-7%	84,225	93,910	-10%
Circulation--Total	107,104	111,186	-4%	310,598	331,305	-6%

Reference Transactions	13,345	12,653	5%	38,965	44,439	-12%
User Visits	57,198	55,368	3%	162,670	167,025	-3%
LPL Web Site Visits	18,939	27,751	-32%	56,374	85,031	-34%

Holdings--Added	3,190	2,691	19%	9,575	7,980	20%
Holdings--Withdrawn	5,113	2,836	80%	12,572	7,128	76%
Holdings--Total	204,446	201,200	2%			

Registered Borrowers--Added	620	713	-13%			
Registered Borrowers--Total	79,637	77,057	3%			

Adult Programs	17	24	-29%	64	79	-19%
Young Adult Programs	18	12	50%	49	46	7%
Youth Programs	72	70	3%	194	179	8%
Senior Programs	18	16	13%	45	38	18%
Total Programs	125	122	2%	352	342	3%
Total Program Attendance	4,375	4,120	6%	12,561	12,127	4%
Public Uses of Meeting Rooms	724	961	-25%	2,476	2,163	14%
Total Paid Staff (FTE)	64.06	62.24	3%			
Total Number of Employees	87	86	1%			

# Lawrence Public Library

## Monthly Statistical Report--March 2017

	March		Percent		YTD	YTD	Percent
	2017	2016	Change		2017	2016	Change
			2016-2017				2016-2017
<b>OUTPUT MEASURES</b>							
Service Area Population	97,948	94,586	4%				
User Visits per Capita	7.01	7.02	0%				
Reference Transactions per Capita	1.63	1.61	2%				
Program Attendance per Capita	0.54	0.48	11%				
Circulation per Capita	13.12	14.11	-7%				
Circulation per Day	3455	3587	-4%				
Total Holdings per Capita	2.09	2.13	-2%				
Collection Turnover--Total	6.37	6.72	-5%				
Collection Turnover--Adult	6.89	6.92	0%				
Collection Turnover--Young Adult	3.80	5.24	-27%				
Collection Turnover--Youth	5.74	6.53	-12%				
Collection Turnover--Audiovisual	11.91	11.48	4%				
<b>CIRCULATION OF LIBRARY MATERIALS</b>							
Circulation--Adult Books and NF Videos	33672	33677	0%		99198	101450	-2%
Circulation--Adult Periodicals	1070	1246	-14%		3385	4132	-18%
Circulation--Adult Feature Films & TV Shows	26338	26419	0%		77401	80438	-4%
Circulation--Electronic Games	1837	1929	-5%		5334	5926	-10%
Circulation--Adult Music CDs	5901	7312	-19%		16897	20940	-19%
Circulation--Adult Audio Books and Books on CD	5193	4191	24%		14474	11863	22%
Circulation--eReaders	11	12	-8%		23	31	-26%
Circulation--Adult Total	74022	74786	-1%		216712	224780	-4%
Circulation--YA Books and NF Videos	3202	4146	-23%		8931	11622	-23%
Circulation--YA Periodicals	9	7	29%		25	34	-26%
Circulation--YA Audio Books and Books on CD	236	322	-27%		705	959	-26%
Circulation--YA Total	3447	4475	-23%		9661	12615	-23%
Circulation--Youth Books and NF Videos	27631	30412	-9%		78749	89368	-12%
Circulation--Youth Periodicals	41	105	-61%		255	279	-9%
Circulation--Youth Music CDs	395	501	-21%		1111	1544	-28%
Circulation--Youth Audio Books and Books on CD	1568	907	73%		4110	2719	51%
Circulation--Youth Total	29635	31925	-7%		84225	93910	-10%

<b>Lawrence Public Library</b>	<b>March</b>		<b>Percent</b>		<b>YTD</b>	<b>YTD</b>	<b>Percent</b>
<b>Monthly Statistical Report</b>	<b>2017</b>	<b>2016</b>	<b>Change</b>		<b>2017</b>	<b>2016</b>	<b>Change</b>
			<b>2016-2017</b>				<b>2016-2017</b>
Circulation--Bookmobile	964	1222	-21%		2696	3343	-19%
Circulation--Book Lockers	58						
Circulation--Total Books	64505	68235	-5%		186878	202440	-8%
Circulation--Total Periodicals	1120	1358	-18%		3665	4445	-18%
Circulation--Total Audiovisual	43925	44001	0%		117678	131777	-11%
Circulation Total	107104	111186	-4%		310598	331305	-6%
Staff Assisted Circulation	4728	1547	206%		13115	4879	169%
Self Check Circulation	78154	82797	-6%		228701	248360	-8%
Percent Self Check	94%	98%	-4%		95%	98%	-4%
Online Renewals	17088	19473	-12%		48232	55956	-14%
Other Staff Checkouts	86	3330	-97%		279	9468	-97%
Requests Placed	19365	22218	-13%		57469	67783	-15%
Requests Filled	17176	15830	9%		50699	47308	7%
Requests Unclaimed	2672	3350	-20%		7165	9583	-25%
Interlibrary Loan Items Borrowed for LPL Patrons	408	605	-33%		1228	1547	-21%
Interlibrary Loan Items Loaned from LPL Collection	675	766	-12%		1924	2169	-11%
<b>OTHER LIBRARY SERVICES</b>							
User Visits	57198	55368	3%		162670	167025	-3%
Public Computer Usage	8956	8725	#REF!		25027	25651	-2%

Lawrence Public Library	March		Percent		YTD	YTD	Percent
Monthly Statistical Report	2017	2016	Change		2017	2016	Change
			2016-2017				2016-2017
<b>PATRON INQUIRIES</b>							
Adult Reference Transactions	1412	860	64%		4479	4415	1%
Young Adult Reference Transactions	933	583	60%		2367	1842	29%
Youth Reference Transactions	1402	1255	12%		4019	3986	1%
IT Desk	1783	1396	28%		5514	4415	25%
Welcome Desk	2314	2729	-15%		7075	8854	-20%
Accounts Desk	3666	2744	34%		7694	10685	-28%
Phone Calls	1835	3086	-41%		7817	10242	-24%
Total Reference Transactions	13345	12653	5%		38965	44439	-12%
Public-Sponsored Uses of Meeting Rooms	724	961	-25%		2476	2163	14%
LPL Web Site Visits	18939	27751	-32%		56374	85031	-34%
<b>RESOURCES</b>							
Holdings--Total	204446	201200	2%				
Holdings--Adult	130786	131557	-1%				
Holdings--Young Adult	10929	10253	7%				
Holdings--Youth	62731	59390	6%				
Holdings--Audiovisual	44265	45988	-4%				
Holdings--eReaders	11	10	10%				
Holdings Added	3190	2691	19%		9575	7980	20%
Holdings Withdrawn (Weeded)	5113	1916	167%		12572	7128	76%
Holdings Net Change	-1923	775			-2997	852	
<b>LIBRARY PATRONS</b>							
Total Borrowers	79637	77057	3%				
Borrowers Added	620	713	-13%		2023	1956	3%
Borrowers Transacting	10990	13493	-19%		37538	39084	-4%
Percent of Borrowers Transacting	14%	18%	-21%				
Total Number of Lawrence Residents Registered	64410	61717	4%				
Percent of Lawrence Residents Registered	66%	65%	1%				

Lawrence Public Library	March		Percent		YTD	YTD	Percent
Monthly Statistical Report	2017	2016	Change		2017	2016	Change
			2016-2017				2016-2017
<b>PROGRAMMING</b>							
Number of Adult Programs	17	24	-29%		64	79	-19%
Number of Young Adult Programs	18	12	50%		49	46	7%
Number of Youth Programs	72	70	3%		194	179	8%
Number of Senior Programs	18	16	13%		45	38	18%
Total Programs	125	122	2%		352	342	3%
Adult Program Attendance	884	343	158%		2249	2521	-11%
Young Adult Program Attendance	337	225	50%		1399	1045	34%
Youth Program Attendance	3052	3103	-2%		8563	8178	5%
Senior Program Attendance	102	149	-32%		350	383	-9%
Total Program Attendance	4375	3820	15%		12561	12127	4%
<b>STAFFING</b>							
Total Paid Staff, in Full-Time Equivalents	64.06	62.24	3%				
ALA-MLS Librarians, in Full-Time Equivalents	18.94	18.6	2%				
Number of Employees--Total	87	86	1%				
Number of Employees--Full-Time	38	39	-3%				
Number of Employees--Part-Time	49	47	4%				
Terminations	0	1	-100%		0	4	-100%
Hirings	0	2	-100%		1	3	-67%
Volunteer Hours	618.2	633.4	-2%		1836.7	1289.5	42%
	.						



**Lynda.com & Kanopy Statistics**  
**March 2017**

**Kanopy stats:**

Visits 596  
Pages 714  
Plays 102  
Minutes 3069  
Pages/Visit 1.2  
Plays/Visit .17

**Lynda.com stats:**

Active users 1387  
New users 42  
Log ins 642  
Hours viewed 478.37  
Hours viewed/User 2.56  
Hours viewd/Log in .75

## Library Director's Report for March 2017

Respectfully submitted by Brad Allen 4/13/2017

### SmartLocker is Online

The official ribbon cutting for our new outreach service, the SmartLocker at Hy-Vee on Sixth, occurred on Wednesday morning, April 12. This service allows people to pick up books, movies, and music from lockers in the west entryway of the Hy-Vee on West Sixth Street. Overall, westsiders have been effusive in their enthusiasm for this new service. The lockers are already at capacity which tells us that we may want to seriously consider expanding this service to other locations in the near future.

Additionally, the 'wrap' for the lockers makes them look like a old-fashioned card catalog. Our vendor Bibliotheca loves the look of the lockers and intend to make our marketing of the lockers a case study for other libraries.



## Library Director's Report for March 2017

### "Quiet Spots" in the Library

To address complaints/concerns about noise in the library, we have begun working on signage for our newly designated Quiet Spot, located along the northwest wall of the main level. This area is already the quietest spot in the library, but we have decided to formally designate it as such to create a mellow space for people to work. At present, we have added some tabletop signage on the tables in that area and look to have a large "Quiet Spot" sign on the wall soon.



### Computers in Libraries Conference

Our Technology Coordinator Aaron Brumley and I attended the Computers in Libraries Conference in Washington, D.C. at the end of March. A very important takeaway for us was the importance of having a website that works well on mobile devices. Our current website is responsive HTML which is good, but it is getting outdated. We intend to launch a new website in early 2018, so this was good information to have as we plan our strategy. Additionally, I saw an interesting program on 3D printers and another on increasing librarian participation in Wikipedia editing. Overall, it was an informative conference.

## Foundation Director's Report – April 14, 2017

**Annual Meeting & Board Appointments.** The Foundation will hold its annual meeting on Monday, April 24, immediately following the regular April board meeting. There will be a presentation of the 2016 Annual Report and elections for new board officers and members. We are sad to be saying farewell to Laura Denneler and Margie Coggins, two board members who have served through the bond issue, capital campaign, endowment campaign, and countless fundraisers. On a happier note, Mary Gage has agreed to stay for one more term.

The slate of officers is:

Mark Emert, Chair  
Mary Gage, Vice Chair  
Kate Campbell, Treasurer  
Jenny Gorup, Secretary

New board members are:

Mary Gage (second term)  
Craig Penzler  
Member TBA (we're waiting to hear back)

**Book Locker Ribbon Cutting.** In celebration of National Library Week (and National Book Mobile Day) the Library and Foundation hosted a ribbon cutting on April 12 for the new SmartLocker at Hy-Vee on Sixth Street. Mayor Soden, Mike Orozco from US Bank, James Lofton from Hy-Vee, and Brad gave remarks and served as ribbon cutters. The lockers were made possible through a generous series of grants from the U.S. Bank Foundation. A huge "thank you" goes to Joan Golden for her help and perseverance in making that happen.



**Midco Meeting Update.** Brad, Aaron Brumley, and I met with representatives from Midco on April 12. Midco has purchased WOW! and is very interested in helping to upgrade the computers at the library. We provided them with a number of options: replacing the computer lab and lower level public computers, providing new laptops, and upgrading teen zone computers. They are talking to their leadership and will let us know what their budget will allow them to do.

**Youth Services Department Gift.** Jeff Weinberg provided a second gift to the children's and teen departments. This \$1,000 donation will be used for ACT practice tests and instruments and educational toys for Sing and Rhyme Storytime.

**Pending Grant Applications:**

Douglas County Community Foundation: \$1,260 for Game of Gnomes (Summer Reading 2017)

LAWRENCE PUBLIC LIBRARY  
STRATEGIC PLAN ACTION ITEMS 2018-2020

		Year	Responsibility	Resources needed	Notes
<b>LEARNING</b>					
<i>The Library is a place where people learn together.</i>					
<b>Create communities of learning.</b>					
	Continued library-driven MOOCs.	2018 2019 2020	Info Services	\$	goal of 2 per year
	1-3 more book clubs (currently have 6).	2018	Readers Services	\$	2017- add one more, 2018-add non-fiction
<b>Support communities of learning.</b>					
	Explore options for book club card or other special service	2018	Polli, Jeff	\$	
	Calendar for meeting room use/public calendar.	2018	Information Technology	\$\$	Part of webpage redesign??
	Consider test proctoring for free (potential for volunteers)	2018	Melissa, Amanda, Karen	\$	Form a work group and explore what it would take/what we could do
<b>Environmental scan of current state of communities of learning.</b>					
	Surveying current meeting room use. (Create meeting room/study room task force)	2018	Kristin, Jon, Tricia, Melissa	\$	
	Up to date collection that accommodates the needs of learning communities (importance of varied formats, etc.).	2019	Collection Development	\$	
	Better connections to homeschooling.	2019	Youth Services	\$	
<b>Ensure a great building user experience.</b>					
	Explore viability of comfy collaborative environments	2019	Brad, Jon	\$	
	Create additional designated quiet zones.	2018	Brad, Heather	\$	
<i>The Library is a learning organization for staff.</i>					
	Implement new employee orientation	2018	Amanda	\$	
	Review and redesign staff development program & recognition	2018 2019 2020	Amanda, Sherri	\$	
	Redesign intranet.	2018	Aaron, Brad, Kim, Amanda	\$	

LAWRENCE PUBLIC LIBRARY  
STRATEGIC PLAN ACTION ITEMS 2018-2020

<b>INNOVATION</b>					
<i>The Library will continually rethink traditional library services.</i>					
<b>Continuous environmental scanning of other libraries and customer needs.</b>					
	Exchanging information and ideas with other libraries. (scanning/networking)	2018	Connected to Lawrence Loves Libraries - utilize that team	\$	Do this already; frame and prioritize what we want to learn
<b>Expand outreach.</b>					
	Strategically increase library card sign-ups	2018	Heather, Jeff	\$	What are innovations for library card sign up? Aaron: we are getting most of the data online already. Just lacking the ID check & issuing card
	Develop an outreach plan with focus on family-oriented engagement	2019	Karen, Pattie, Kathleen, Amanda	\$	"Outreach" is defined as targeted library services outside of the building
	Evaluate senior services outreach	2018	Pattie, Kathleen, Amanda, Gregor	\$	
	Expanding smart locker locations.	2018 2019	Brad, Kathleen	\$\$\$	Careful process to evaluate locations in 2018. Implement locations in 2019
<b>Partnerships.</b>					
	Work with NEKLS to develop Book Group Leaders discussion group.		Polli	\$	
	"Inreach" — invite organizations to use us as their own satellite outreach location (ex. Bert Nash stationing)	2019	Melissa, Gwen	\$/\$\$	First focus should be evaluate how VISTA AmeriCorp job help & Health navigators are working.
<b>Programming.</b>					
	Develop plan to support local authors	2018 2019	Polli, Kristin, William	\$	
	Expand RS programs (podcast/video book talks)	2018	Polli, IT	\$	
<b>Collections and Resources.</b>					
	Library of Things task force.	2018	William	\$\$	
	Continued evolution of SOUND+VISION.	2019	Aaron, Jim	\$\$	Video component expansion
	Improved signage.	2018	Heather, Logan	\$\$	

LAWRENCE PUBLIC LIBRARY  
STRATEGIC PLAN ACTION ITEMS 2018-2020

<b><i>The Library will establish a process for outcomes evaluation.</i></b>					
<b>Evaluate outcome evaluation tools.</b>					
	Outcome Evaluation Task Force.	2018	Brad	\$	
<b>Improve data collection to inform decisionmaking</b>					
	Develop new reporting and statistics process	2018	Sherri, Denise, Tricia, Amanda	\$	
	GIS research to determine success.	2020	Brad	\$	
	Collecting RA user data, including RA form-based users	2019	Polli	\$	
	More online analytics about interactions with us online.	2019	Kim, Kristin	\$	
	Review staff allocation as informed by strategic plan	2020	SLT	\$	2018 creating a system of tracking cost per bib?? How to measure
	Effective ways to calculate ROI for various services, programs, etc.	2019	Brad	\$	
<b>OPPORTUNITY</b>					
<b><i>The Library will inspire people to connect more deeply as a community.</i></b>					
<b>Programming</b>					
	Expand intergenerational programming	2018	Public services	\$	expand to intergenerational programming; quarterly offering
	Action Book Club (book tied to service activity)	2018	Public services	\$	Explore this for all ages
	Kids Advisory board (reading ARCs, non-fiction especially)	2018	Youth services	\$	
	Creating community among "New Adults"	2019	Public services	\$	Ages 18 - 25; students and non-students
<b>Library space/Collections</b>					
	Reorienting picture books to create a friendlier, more comfy space to connect.	2018	Youth services, Collection Dev, Facilities, Marketing	\$\$\$	Need to figure out layout, signage, furniture, etc.
	Investigate opportunities for "book cart area" in children's dept	2019	Youth services, Facilities, Sherri	\$\$	Explore options
	Explore advertising for adult programs on self checks and computer screens	2018	Kim, Jeff, Polli	\$\$	

LAWRENCE PUBLIC LIBRARY  
STRATEGIC PLAN ACTION ITEMS 2018-2020

<b>Online communities</b>					
	Review potential of Library's online platforms as a way to create community	2019	Public services, Marketing, Angela	\$\$	Need to turn this on; requires planning for promotion; tie into website launch
<b>Outreach</b>					
	Embed library staff in community organizations (more of an advocacy issue)	2019	DCP - Pattie	\$\$	Needs to be part of a larger outreach plan - need dedicated outreach budget
<b>Volunteerism</b>					
	Library BFFs	2018	Angela, Kathleen, Polli	\$	Biblio Friends Foundation; 20-30 social group
<b>The Library will empower residents to connect with the opportunities in their community.</b>					
	Club and organization fair	2018	Outreach, Info Services	\$	City boards as well as non-profits, hobby clubs; offer annually
	Revisit how bulletin board works ; add bulletin board in kids areas	2018	Public services; Facilities	\$\$	Explore other options and locations
<b>The Library will explore public/private collaborations in order to strengthen its organizational structure.</b>					
	Explore feasibility of privately funded programs	2018	Kathleen	\$	Explore ramifications for basic programs
	Naming opportunities for smart lockers?	2019	Kathleen	\$	Expand book locker program with private dollars
	Explore private funding of facility maintenance projects	2018	Kathleen; Facilities	\$	



## Municipal Investment Pool

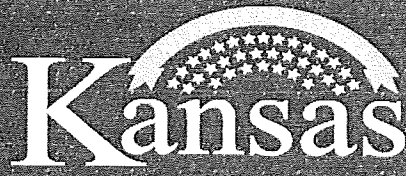
The Library has been approved to join the Municipal Investment Pool (MIP). I have attached an explanation about the pool from their website. MIP requires

By joining MIP, we can invest our idle funds and obtain a higher interest rate than is currently offered by local financial institutions. See attached rate sheet. The Library would decide how long to invest idle funds. It could be for as little as one day or long as 4 years. We choose the amount and term of investment.

Joining MIP requires a board resolution. I would like to set it up so that I can be the contact person for investments and withdrawals. For authorizations, I would email the board chair and treasurer with the details and obtain approval before any transaction. The only bank account associated with MIP would be the U.S. Bank checking account. I would need to have authorization to initiate ACH transactions from the checking account to MIP.

If the Board approves the concept, I will get the paperwork started.

A handwritten signature in dark ink, appearing to read "Deane", is located at the bottom left of the page.



# Pooled Money Investment Board

900 S.W. Jackson, Suite 209 Topeka, KS 66612-1220  
785.296.3372(phone) - 785.296.2857(fax)

[Home»](#) [MIP»](#) What is all about?

What is it All About?

"Providing a Competitive Yield with Safety and Liquidity"

- [Investment Objectives](#)
- [Who Can Invest?](#)
- [Why Invest in the Pool?](#)
- [Expertise](#)
- [Stability](#)
- [High Current Rates](#)
- [Liquidity](#)
- [Security](#)
- [Diversification](#)

## Investment Objectives

The State of Kansas Municipal Investment Pool (MIP) offers participants the safety of principal, liquidity, and a competitive market rate on short-term investments. All monies deposited in the MIP are promptly invested as part of the Pooled Money Investment Portfolio (Portfolio) in securities authorized by State statutes. Safekeeping and audit controls for all investments made for the Portfolio comply with State statutes and are monitored by the Pooled Money Investment Board (PMIB).

## Who Can Invest?

The governing body of any Kansas county, city, township, school district, or any other governmental entity as defined in [K.S.A. 12-1675](#) can invest funds it holds. Funds must first be offered to all eligible banks, savings and loans, and federally chartered savings banks which have home offices or branches in the investing community.

## Why Invest in the MIP?

Participating in the MIP is an easy way to invest excess and idle funds more effectively. Local government or agency officials maintain discretion over their investment including the amount and the maturity.

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## **Expertise**

The PMIB employs professional investment personnel who constantly monitor the major investment markets. By investing in the MIP, public entities can take advantage of this expertise at no additional expense to local taxpayers.

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## **Stability**

Every dollar invested today is managed to be worth a dollar (plus interest) tomorrow. The PMIB follows a strict investment philosophy of matching cash flows, thereby ensuring that each participant will have access to their funds at maturity.

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## **High Current Rates**

The pooling of monies from many local governmental units enables PMIB investment professionals to take advantage of higher yields (lower prices) offered on larger denominated securities not otherwise available to many public entities. Larger denominated securities are exempt from certain investment service charges normally assessed by banks and brokers on smaller purchases. Reduced costs and current market rates result in a better yield on MIP funds. Yields on the Fixed-Rate Investments are "locked in" for the duration of their term, while the yield on Overnight Investments will fluctuate daily with current market conditions. MIP participants are able to access the daily rates paid at [https://host.treasurer.state.ks.us/kmip\\_rates.php](https://host.treasurer.state.ks.us/kmip_rates.php).

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## **Liquidity**

Funds placed in the Overnight Investment option are available daily (withdrawals of \$1 million or more require one prior business day's notice, by 3:00PM), while deposits in the Fixed-Rate Investment options are available at maturity. We realize that there may be times when unforeseen cash flow needs arise. Should this occur, the Director of Investments can authorize an early withdrawal subject to the availability of funds. In the event an early withdrawal is permitted, a *penalty* will be assessed.

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## **Security**

All investments made for the Portfolio must comply with Kansas Statutes and the Investment Policy of the Pooled Money Investment Board. The Portfolio primarily consists of government securities (including U.S. Treasuries and Federal Agencies),

certificates of deposit in Kansas banks, and top-rated commercial paper and corporate bonds. All of these investments present very limited risk to the investor. The maximum final maturity of any security purchased for the portfolio is four (4) years.

Investment transactions are conducted with only experienced, professional broker/dealers, qualified depositories or directly with issuers of the securities. All securities purchased are delivered to the custody of the Kansas State Treasurer, assuring a perfected interest in the securities. For safety and convenience, the Treasurer may use a custodial bank to take delivery of some securities. The MIP owns no securities itself, but rather all securities are part of the Pooled Money Investment Portfolio.

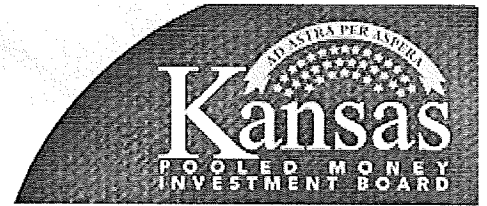
***MIP funds are not insured or otherwise guaranteed by the State of Kansas.***

The Director of Investments manages the Pooled Money Investment Portfolio and all activities are reviewed monthly by the Pooled Money Investment Board. Additionally, the PMIB is subject to an audit every two years by the State's independent auditor.

## Diversification

By combining the funds of many investors, the MIP can diversify among many authorized investments, thereby avoiding excessive concentration in securities of any one issuer. In accordance with PMIB Investment Policy, the combination of commercial paper and corporate bonds shall never exceed 50% of the total Pooled Money Investment Portfolio, and no more than 5% of that portfolio shall be invested in the commercial paper and corporate bonds of any single business entity.

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Path: KMIP Rates  
System Status: Normal Business Day

Thursday, Apr 13, 2017  
Topeka, KS Time: 12:35:52 pm

## DAILY MUNICIPAL INVESTMENT POOL RATES

Rate is confirmed when online transaction is completed

Description	Term	Type	Curr Rate	Eff Date	Maturities
Omp, Overnight Pool	1	Overnight	.56%	04/13/2017	Next Business Day
Fx30, 30 Day Pool	30 - 89	Fixed	.74%	04/13/2017	05/17/2017 - 07/14/2017
Fx90, 90 Day Pool	90 - 179	Fixed	.74%	04/13/2017	07/17/2017 - 10/13/2017
Fx180, 180 Day Pool	180 - 364	Fixed	.83%	04/13/2017	10/16/2017 - 04/16/2018
Fx365, 365 Day Pool	365 - 549	Fixed	.94%	04/13/2017	04/17/2018 - 10/18/2018
Fx550, 550 Day Pool	550 - 723	Fixed	.99%	04/13/2017	10/19/2018 - 04/10/2019
Fx730, 730 Day Pool	724 - 730	Fixed	1.02%	04/13/2017	04/11/2019 - 04/17/2019

[Close Window](#)

*This system is provided, free of charge, as a service to our business partners. We do not guarantee response to entries or system availability beyond our normal office hours of 7:30am to 4:00pm, Monday - Friday Topeka, KS time.*

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**MEMO****TO:** Library Board of Trustees

April 17, 2017

**FR:** Brad Allen**RE:** Capital Improvements Expenditure for New Library Vehicle**Amount Requested:** Up to \$40,000 from library capital improvement fund**Partnering Business:** Laird Noller, Lawrence, KS**Description of Project and Need for Funds:**

The library needs to retire our 1999 Ford Windstar very soon. As we prepare to take this vehicle offline, library staff has been researching best practices for our book drop pickup system. We need to increase ergonomics of the work and decrease time spent outside by staff.

We have determined that the best vehicle to suit the library's needs is a Ford Transit full size van with Tommy Gate Cantilever liftgate. Staff has been working with the commercial fleet expert at Laird Noller to outfit the vehicle appropriately for our needs. The library qualifies for a government fleet rate that significantly reduces the cost of the van. Current pricing, including the liftgate, upgraded flooring, and a bulkhead, will be less than \$40,000.

I request from the Board of Trustees permission to spend a maximum of \$40,000 from our Capital Improvements Fund to purchase a new Ford Transit van for library book drop pickup.