

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

Monday, May 15, 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

- 2018 Budget Update

New business

- Trustee Workshop Dates in June
- Proposal for New Web Site Design
- 2017 Summer Reading Presentation

Adjournment

DRAFT

Lawrence Public Library
Board of Trustees
Regular Board Meeting
April 17 2017
4:30 p.m.

Board Members Present: David Vance, Chair; Brady Flannery, Joan Golden (arrived 5:15 p.m.), Ursula Minor, Kevan Vick. Absent: Judy Keller, Sarah Goodwin Thiel

Library Staff Present: Brad Allen, Denise Berkley, 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.

Public Comment

There were no public comments.

Consent Agenda

Brady moved to approve the consent agenda; Ursula seconded. All in favor; motion carried. Brad noted that there is an additional check for \$56 for bus fare for staff day.

Director's Report

The Smart Locker at Hy-Vee on 6th was launched successfully. It was already full by the time of the ribbon-cutting ceremony. Our biggest day was 30 checkouts last Friday and several items were even checked out on Easter. Brad said we may want to consider expanding it if it continues to be popular. Expanding to other locations is also a possibility. Staff will find out if our insurance plan will cover any damage it might sustain. We have made the study area along the west wall an official quiet zone, and just today similar signage was added to the computer lab. Aaron and Brad attended the Computers in Library conference in Washington, D.C. All five city commissioners did story times during National Library Week. The library will be closed for Staff Day on April 20.

Library Foundation Executive Director's Report

New Foundation officers will be installed at their annual meeting this month. Laura Denneler and Margie Coggins are both going off the board. Craig Penzler will be coming onto the board, along with another new member who is as yet undetermined. Aaron, Brad, and Kathleen met with MidCo, the company replacing WOW!, to discuss updating the computer lab. No decision has yet been made. Margie and Kathleen continued their planned giving meetings to get input into the planned giving process. Jeff Weinberg gave an additional \$1000 donation for Youth Services. The Beach author group will meet on Monday.

Friends Report

David reported that the Spring Sale was successful, on par with last year. A large number of new members attended on members' night. Overall, it went really well. The project to add a concrete slab

under the west overhang is starting this week. It will allow more space for the Friends to operate their sales out of the path of the driveway.

Ongoing Business

Officer Nomination

Joan and David presented the following slate of officers for the upcoming year: Brady Flannery for Chair; Kevan Vick for Vice-Chair; and Judy Keller for Treasurer. David moved that the board adopt this slate of officers; Ursula seconded. All in favor; motion carried.

Strategic Plan Update

Brad presented a draft of the Strategic Plan for 2018 and asked for feedback from the board. The plan was developed with the Leadership Team of Coordinators, Managers, and Directors. It will start to evolve as we begin working through the plan. Kevan noted that staff should do some exploratory work in 2018 on those items that are beyond 2018 in order to inform future budget needs. Brad asked how the board would like to receive updates on progress. The consensus was that periodic updates based on staff progress notes are adequate.

New Business

Nominate NEKLS Annual Meeting Representative

Brad said the representative can be anyone from our service area. The NEKLS annual meeting is in August. Kevan nominated Brad to be the Library's representative at the NEKLS Annual Meeting; David seconded. All in favor; motion carried.

Approve Library Joining the Municipal Investment Pool

Denise Berkley, Library Accounting Specialist, presented information about the Municipal Investment Pool. After review and discussion of the information provided in the board packet, David moved that the library join the Municipal Investment Pool and that Denise be given authority to initiate transfers with dual authorization from either the Library Board Chair or Treasurer; Kevan seconded. All in favor; motion carried. Kevan, Joan, and Denise will meet to discuss process.

Approve Expenditure Amount for New Vehicle

The Library's 1999 Ford Windstar, which is used primarily to pick up remote drops, is on its last legs and needs to be replaced. Staff has studied options for addressing ergonomics, safety, and weather-related issues and has determined that a Ford Transit full size van with Tommy Gate Cantilever lift gate would best meet the Library's needs. The estimated cost for the vehicle, including lift gate, upgraded flooring, and a bulkhead, will be less than \$40,000. This includes a government fleet rate discount. An additional purchase of three new bins would come from the general fund. Brad asked for the board's approval of this purchase from Capital Improvement Funds. Joan moved that we spend up to \$40,000 from the Capital Improvement fund for the purchase of the vehicle; Kevan seconded. All in favor; motion carried. Laird Noller said they could help us dispose of our old vehicle.

Denise distributed copies of the audit. It was successful, with one deficiency noted. They recommend that someone review the payroll register. Brad is now doing that.

Adjournment

Kevan moved to adjourn the meeting; Ursula seconded. All in favor; motion carried. Meeting adjourned

at 6:00 p.m.

The next Board meeting will be Monday, May 15, 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	33% of Year		April 2016		YTD 2016
Tax Fund		\$ 81,678.06	\$ 2,283,875.69	\$ 4,033,737.00	56.62%		\$ -		\$ 1,625,000.00
Overdues		\$ 14,909.78	\$ 56,549.98	\$ 170,000.00	33.26%		\$ 13,476.66		\$ 56,631.77
NEKLS		\$ -	\$ 16,841.00	\$ 68,000.00	24.77%		\$ -		\$ 18,122.00
State Aid		\$ -	\$ 28,320.44	\$ 25,000.00	113.28%		\$ -		\$ 29,111.11
Photo Copies		\$ 1,324.60	\$ 6,426.07	\$ 20,000.00	32.13%		\$ 2,240.15		\$ 7,239.48
Coffee Shop Rent		\$ -	\$ 2,250.00	\$ 9,000.00	25.00%		\$ 700.00		\$ 2,800.00
Meeting Room Fees		\$ 675.00	\$ 2,875.00	\$ 3,000.00	95.83%		\$ 50.00		\$ 850.00
Interest		\$ 237.54	\$ 660.76	\$ 1,600.00	41.30%		\$ 133.92		\$ 663.92
Miscellaneous		\$ 7.49	\$ 44.32	\$ -			\$ (6.72)		\$ 366.34
Total Revenues		\$98,832.47	\$2,397,843.26	\$4,330,337.00	55.37%		\$16,594.01		\$1,740,784.62
EXPENSES									
Salaries & Wages		\$ 205,528.92	\$ 799,599.58	\$ 2,450,000.00	32.64%		\$ 186,752.24		\$ 731,284.00
Employee Benefits		\$ 21,599.52	\$ 80,771.82	\$ 275,000.00	29.37%		\$ 21,364.83		\$ 84,128.40
Payroll Taxes		\$ 31,960.68	\$ 124,687.39	\$ 400,000.00	31.17%		\$ 30,499.18		\$ 127,095.76
Utilities		\$ 6,329.42	\$ 31,089.81	\$ 96,000.00	32.39%		\$ 11,219.27		\$ 45,503.50
Building Supplies		\$ 1,147.78	\$ 6,234.39	\$ 20,000.00	31.17%		\$ 762.86		\$ 7,221.37
Building Repairs & Maintenance		\$ 6,210.11	\$ 13,290.99	\$ 35,000.00	37.97%		\$ 6,494.00		\$ 14,028.77
Library Supplies		\$ 2,221.40	\$ 7,731.35	\$ 25,000.00	30.93%		\$ 1,368.65		\$ 9,886.27
Books & Materials		\$ 60,816.39	\$ 177,742.34	\$ 600,000.00	29.62%		\$ 34,118.78		\$ 140,066.90
Processing Supplies		\$ (6,135.96)	\$ 9,144.43	\$ 65,000.00	14.07%		\$ 2,739.15		\$ 54,181.60
Equipment		\$ -	\$ -	\$ 10,000.00	0.00%		\$ 1,647.00		\$ 1,647.00
Technology		\$ 12,109.57	\$ 40,085.36	\$ 170,000.00	23.58%		\$ 15,533.36		\$ 49,732.42
Insurance		\$ 100.00	\$ 100.00	\$ 12,000.00	0.83%		\$ 335.00		\$ 335.00
Shipping		\$ 1,003.76	\$ 5,274.55	\$ 22,000.00	23.98%		\$ 828.81		\$ 4,907.03
Professional Development		\$ 3,045.21	\$ 6,975.71	\$ 30,000.00	23.25%		\$ 3,947.93		\$ 11,558.60
Book Van & Mileage		\$ 110.00	\$ 417.90	\$ 1,800.00	23.22%		\$ 131.39		\$ 483.88
Programs		\$ 844.05	\$ 5,225.57	\$ 20,000.00	26.13%		\$ 1,250.41		\$ 6,129.24
Professional Fees		\$ 1,849.12	\$ 8,178.87	\$ 30,000.00	27.26%		\$ 3,227.86		\$ 17,989.21
Advertising & Marketing		\$ 1,929.96	\$ 7,412.95	\$ 30,000.00	24.71%		\$ 1,891.08		\$ 7,740.53
Capital Improvements		\$ 5,935.00	\$ 5,935.00	\$ 38,537.00	15.40%		\$ 22,499.31		\$ 22,499.31
Miscellaneous		\$ 289.86	\$ 4,722.36	\$ -			\$ 306.27		\$ 1,424.25
Total Expenses		\$ 356,894.79	\$ 1,334,620.37	\$ 4,330,337.00	30.82%		\$ 346,917.38		\$ 1,337,843.04
CASH BALANCES									
	Checking	\$ 1,641,697.06							
	Capital Improvement	\$ 571,680.06							

Lawrence Public Library												
2017 Outside Funding Report												
			1/1/2017		February	February	March	March	April	April		
			<u>AMOUNT</u>		<u>Income</u>	<u>Spending</u>	<u>Income</u>	<u>Spending</u>	<u>Income</u>	<u>Spending</u>	<u>Remaining</u>	
FRIENDS												
	KPR-Advertising		\$ 5,200.47			\$ 216.69		\$ 287.11		\$ 287.11	\$ 3,976.18	
	Summer Reading - ALL		\$ 993.74			\$ 305.00		\$ 3,179.58		\$ 1,463.27	\$ (3,954.11)	
	Aquarium		\$ 187.03					\$ 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			\$ 1,988.87		\$ 417.74		\$ 1,258.33	\$ 6,179.62	
	Salaries/Taxes		\$ 1,364.28			\$ 1,869.48		\$ 2,236.93		\$ 4,543.26	\$ (9,016.58)	
	Staff Day		\$ 538.84							\$ 538.84	\$ -	
	Block Grant		\$ 20,441.68			\$ 279.36			\$ 30,000.00	\$ 1,004.25	\$ 75,558.07	
			\$ 45,754.34		\$ -	\$ 4,659.40	\$ -	\$ 6,721.36	\$ 30,000.00	\$ 9,095.06	\$ 77,066.15	
FOUNDATION												
	Kansas Health Foundation		\$ 3,680.35			\$ 45.34		\$ 23.97		\$ 139.73	\$ 3,440.57	
	Salaries/Taxes - Bukaty		\$ -			\$ 670.73		\$ 226.28	\$ 1,197.64	\$ 174.56	\$ (174.56)	
	Foundation Expenses to be reimbursed		\$ (175.09)			\$ 1,174.18		\$ 587.35	\$ 2,446.35	\$ 534.73	\$ -	
	Weinberg YS/YA					\$ 275.00			\$ 2,500.00		\$ 2,225.00	
	Milliken Fund		\$ 1,325.09								\$ 1,325.09	
	Juanita Marsh		\$ 546.19					\$ 43.53			\$ 502.66	
	Seed Library		\$ 30.00			\$ 339.82		\$ 505.83	\$ 2,000.00	\$ 57.93	\$ 1,126.42	
	Crowe Fund								\$ 1,180.00	\$ 234.71	\$ 945.29	
	Simpson Grant		\$ 25,174.27			\$ 4,132.20					\$ 18,962.07	
	Book Lockers		\$ 17,000.00								\$ -	
	New Building YS		\$ 171.63								\$ 171.63	
			\$ 47,752.44		\$ -	\$ 6,637.27		\$ 1,386.96	\$ 9,323.99	\$ 1,141.66	\$ 28,524.17	
OTHER												
	Memorials/Honor with Books		\$ 1,660.35								\$ 1,660.35	
	Landsberg Bequest						\$ 10,000.00	\$ 92.34		\$ 222.46	\$ 9,685.20	
	Bauleke		\$ 3,053.25								\$ 3,053.25	
	Lawrence Give Back		\$ 2,626.32								\$ 2,626.32	
	Wurfy		\$ 142.77			\$ 63.34		\$ 39.00		\$ 0.74	\$ 39.69	
	YA Interns Grant					\$ 50.40	\$ 50.36	\$ 1,000.00			\$ 1,000.04	
	NEKLS Travel Grant								\$ 350.00	\$ 350.00	\$ -	
	Underwood Gift (Sr.Outreach)		\$ 327.00							\$ 19.71	\$ 307.29	
	Merchandise Sales		\$ (1,026.45)		\$ 313.00		\$ 339.00		\$ 283.25		\$ 357.05	
			\$ 6,783.24		\$ 313.00	\$ 63.34	\$ 10,389.40	\$ 181.70	\$ 1,633.25	\$ 592.91	\$ 18,729.19	
			\$ 100,290.02									
			Month Total		\$ 313.00	\$ 11,360.01	\$ 10,389.40	\$ 8,290.02	\$ 40,957.24	\$ 10,829.63		
			YTD:				\$ 82,107.89	\$ 58,078.40				

Lawrence Public Library
Balance Sheet
As of April 30, 2017

	Apr 30, 17	Apr 30, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
MIP Operating Funds	1,000,102.75	0.00	1,000,102.75	100.0%
Checking	641,744.31	918,976.09	-277,231.78	-30.2%
Capital Improvement-2	27.91	561,213.11	-561,185.20	-100.0%
Capital Improvement at MIP	571,652.15	0.00	571,652.15	100.0%
Savings	0.00	0.00	0.00	0.0%
Total Checking/Savings	2,213,527.12	1,480,189.20	733,337.92	49.5%
Total Current Assets	2,213,527.12	1,480,189.20	733,337.92	49.5%
Other Assets				
Petty Cash	1,230.70	1,230.70	0.00	0.0%
Total Other Assets	1,230.70	1,230.70	0.00	0.0%
TOTAL ASSETS	2,214,757.82	1,481,419.90	733,337.92	49.5%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	48,386.01	29,839.07	18,546.94	62.2%
Total Accounts Payable	48,386.01	29,839.07	18,546.94	62.2%
Other Current Liabilities				
Payroll Liabilities	51,504.80	45,036.63	6,468.17	14.4%
Total Other Current Liabilities	51,504.80	45,036.63	6,468.17	14.4%
Total Current Liabilities	99,890.81	74,875.70	25,015.11	33.4%
Total Liabilities	99,890.81	74,875.70	25,015.11	33.4%
Equity				
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	1,087,252.38	401,353.19	685,899.19	170.9%
Total Equity	2,114,867.01	1,406,544.20	708,322.81	50.4%
TOTAL LIABILITIES & EQUITY	2,214,757.82	1,481,419.90	733,337.92	49.5%

Lawrence Public Library
Revenues & Expenses
April 2017

	Apr 17
Ordinary Income/Expense	
Income	
Gifts-Friends	30,000.00
Gifts-Other	10,323.99
Grants	350.00
Interest	237.54
Meeting Room Fees	675.00
Merchandise Sales	283.25
Overdues	14,909.78
Personal Books	7.49
Photo Copies	1,324.60
Tax Fund	81,678.06
Total Income	139,789.71
Expense	
Advertising	1,929.96
Books & Materials	60,816.39
Bookvan & Mileage	110.00
Building Repairs & Maintenance	6,210.11
Building Supplies	1,147.78
Capital Improvement Expenditure	5,935.00
FOUNDATION FUNDING	967.10
FRIENDS FUNDING	5,144.71
Insurance	100.00
Library & Office Supplies	2,221.40
Miscellaneous	289.86
Payroll Expenses	231,212.14
Payroll Taxes	32,594.80
Processing Supplies	-6,135.96
Professional Development	3,045.21
Professional Fees	1,849.12
Program Expense	844.05
Shipping	1,003.76
Technology	12,109.57
Utilities - Electric	6,329.42
Total Expense	367,724.42
Net Ordinary Income	-227,934.71
Net Income	<u>-227,934.71</u>

Lawrence Public Library

Vendor Balance Summary

All Transactions

May 12, 17

Amazon	1,899.38
ASI	50.00
B.A. Green Construction	8,800.00
Baker & Taylor, Inc.	1,304.08
Billy Pilgrim, LLC	650.00
Blackstone Audio, Inc.	100.00
Brodart Co.	111.92
Center Point Large Print	238.47
Century Business Technologies	484.49
City Directories	255.00
City of Lawrence	8,539.48
City Wide Maintenance	486.60
Copy Co Inc.	1,475.00
D. Kucha Brownlee	850.00
Databank Holdings, LTD	312.75
Demco, Inc.	326.96
Dino O'Dell	700.00
EBSCO	-432.02
EnvisionWare Inc.	725.00
Four State Maintenance Supply	448.04
Gale/Cengage Learning	379.54
H3 Enterprises	600.00
Hartford	3,243.00
Houchen Bindery, Ltd.	27.00
Ingram Library Services	20,613.44
Intuit	36.80
J Webb	650.00
Jayhawk Tropical Fish	300.00
Jiminate	140.00
Journal-World Media	995.00
Juniper Tangpuz	200.00
Kanopy LLC	146.00
Kansas State University	100.00
Kyle Tiernan	600.00
Laser Logic, Inc.	222.20
LFK Press, LLC	2,914.50
Maceli's	210.00
Mark Pagano	600.00
Mesner Puppet Theater	1,450.00
Mid-Continent Public Library	20.00
Midwest Tape	8,520.82
OCLC, Inc.	5,681.37
OverDrive	6,932.81
P1 Group, Inc.	4,745.00
Prairie Park Nature Center	150.00
Pur-O-Zone, Inc.	289.30
Quill Corporation	235.74
Random House, Inc.	288.75
Raven Bookstore	150.00
Recorded Books	315.24
Scholastic Inc.	6,799.98
Showcases	8.05
Snap Promotions	5,415.14
Special Market Insurance Consultants, Inc	235.00
Sunrise Packaging	315.34
The Summit	120.00
Topeka Zoo	340.00
TSYS Merchant Solutions - Omaha	230.23
Unique Management Services	554.45
VISA 5372	14,829.19
Westar	6,329.42
Wings of Love	800.00
WOW!Business	434.95
TOTAL	124,493.41

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Electronic	05/15/2017	ASI	Checking	
Bill		05/02/2017		Professional Fees	-50.00
TOTAL					-50.00
Bill Pmt -Check	Electronic	05/15/2017	Intuit	Checking	
Bill	Bill Pay	05/09/2017		Professional Fees	-36.80
TOTAL					-36.80
Bill Pmt -Check	Electronic	05/15/2017	TSYS Merchant Solutions - Oma...	Checking	
Bill	April	04/28/2017		Credit Card Processing	-230.23
TOTAL					-230.23
Bill Pmt -Check	Electronic	05/15/2017	VISA 5372	Checking	
Bill		05/10/2017		Adult Services	-1,919.41
				Technology	-1,074.88
				Admin. Dept.	-233.27
				In-Service Day	-1,235.87
				Adult Programming	-179.91
				Bookvan & Mileage	-99.63
				Children's Programming	-15.47
				Children's Programming	-204.94
				Children's Programming	-98.64
				Children's Programming	-15.37
				Children's Programming	-42.35
				Children's Programming	-44.05
				Young Adult Programming	-224.57
				YS Summer Reading	-4,055.48
				Shipping	-113.99
				Advertising	-230.89
				Merchandise Sales	-2,115.50
				Outreach Programming	-163.64
				Building Supplies	-508.35
				Supplies	-128.21
				Supplies	-57.98
				Supplies	-304.11
				Supplies	-14.99
				Supplies	-69.90
				FOUNDATION FUNDING	-35.62
				FOUNDATION FUNDING	-90.00
				FOUNDATION FUNDING	-254.32
				FOUNDATION FUNDING	-40.00
				FOUNDATION FUNDING	-88.05
				FOUNDATION FUNDING	-70.00
				FOUNDATION FUNDING	-4.88
				FOUNDATION FUNDING	-254.00
				FOUNDATION FUNDING	-489.89
				FOUNDATION FUNDING	-299.00
				Books & Materials	-27.98
				Books & Materials	-24.05
TOTAL					-14,829.19

11:19 AM
05/11/17

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Electronic	05/15/2017	Westar	Checking	
Bill		04/28/2017		Utilities - Electric	-6,329.42
TOTAL					-6,329.42
Liability Check	E-pay	05/01/2017	IRS	Checking	
				Federal Withholding	-16,980.00
				Company	-12,761.77
				Employee	-12,761.77
				Company	-2,984.65
				Employee	-2,984.65
TOTAL					-48,472.84
Bill Pmt -Check	7764	05/17/2017	B.A. Green Construction	Checking	
Bill	17-010-01	05/10/2017		FRIENDS FUNDING	-8,800.00
TOTAL					-8,800.00
Bill Pmt -Check	7765	05/17/2017	Baker & Taylor, Inc.	Checking	
Bill	2032779246	04/28/2017		Landsberg Gift	-44.77
Bill	5014508845	04/28/2017		Books & Materials	-23.58
Bill	5014501267	04/28/2017		Books & Materials	-15.04
Bill	5014501268	04/28/2017		Processing Supplies	-1.90
Bill	2032782946	04/28/2017		Books & Materials	-74.82
Bill	2032782947	04/28/2017		Processing Supplies	-5.85
Bill	2032822491	04/28/2017		Books & Materials	-110.95
Bill	2032822492	04/28/2017		Processing Supplies	-4.05
Bill	2032822487	04/28/2017		Landsberg Gift	-86.82
Bill	2032807112	04/28/2017		Books & Materials	-152.40
Bill	2032807113	04/28/2017		Processing Supplies	-0.55
Bill	2032797970	04/28/2017		Landsberg Gift	-85.54
Bill	5014513762	04/28/2017		Books & Materials	-64.04
Bill	5014513763	04/28/2017		Processing Supplies	-0.20
Bill	5014536808	05/10/2017		Landsberg Gift	-26.22
Bill	2032849852	05/10/2017		Landsberg Gift	-178.70
Bill	2032832035	05/10/2017		Processing Supplies	-9.33
Bill	2032832034	05/10/2017		Books & Materials	-212.90
Bill	5014536814	05/10/2017		Books & Materials	-42.10
Bill	5014536815	05/10/2017		Processing Supplies	-0.10
Bill	5014535476	05/10/2017		Books & Materials	-147.64
Bill	2032822488	05/10/2017		Landsberg Gift	-7.92
Bill	2032797971	05/10/2017		Landsberg Gift	-6.02
Bill	2032779247	05/10/2017		Landsberg Gift	-2.64
TOTAL					-1,304.08
Bill Pmt -Check	7766	05/17/2017	Billy Pilgrim, LLC	Checking	
Bill	82739	04/28/2017		Advertising	-650.00
TOTAL					-650.00

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7767	05/17/2017	Blackstone Audio, Inc.	Checking	
Bill	897068	04/28/2017		Books & Materials	-100.00
TOTAL					-100.00
Bill Pmt -Check	7768	05/17/2017	Brodart Co.	Checking	
Bill	467066	04/28/2017		Processing Supplies	-111.92
TOTAL					-111.92
Bill Pmt -Check	7769	05/17/2017	Center Point Large Print	Checking	
Bill	1465265	04/28/2017		Books & Materials	-238.47
TOTAL					-238.47
Bill Pmt -Check	7770	05/17/2017	Century Business Technologies	Checking	
Bill	448448	04/28/2017		Copying	-348.51
Bill	448449	04/28/2017		Copying	-15.00
Bill	450062	05/09/2017		Copying	-65.30
Bill	450144	05/09/2017		Copying	-55.68
TOTAL					-484.49
Bill Pmt -Check	7771	05/17/2017	City Directories	Checking	
Bill	83511584	04/28/2017		Books & Materials	-255.00
TOTAL					-255.00
Bill Pmt -Check	7772	05/17/2017	City Wide Maintenance	Checking	
Bill	CONO59165	04/28/2017		Professional Fees	-486.60
TOTAL					-486.60
Bill Pmt -Check	7773	05/17/2017	Copy Co Inc.	Checking	
Bill	84529	04/28/2017		Printing	-775.00
Bill	84520	05/09/2017		Printing	-700.00
TOTAL					-1,475.00
Bill Pmt -Check	7774	05/17/2017	Databank Holdings, LTD	Checking	
Bill	26451	05/10/2017		Public Access	-312.75
TOTAL					-312.75
Bill Pmt -Check	7775	05/17/2017	Demco, Inc.	Checking	
Bill	6127981	05/10/2017		Processing Supplies	-326.96
TOTAL					-326.96

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7776	05/17/2017	EnvisionWare Inc.	Checking	
Bill	31179	05/10/2017		Software & Licenses	-725.00
TOTAL					-725.00
Bill Pmt -Check	7777	05/17/2017	Four State Maintenance Supply	Checking	
Bill	544971	04/28/2017		Building Supplies	-242.99
Bill	544136-1	04/28/2017		Building Supplies	-5.20
Bill	544136	04/28/2017		Building Supplies	-189.74
Bill	543307-1	04/28/2017		Building Supplies	-10.11
TOTAL					-448.04
Bill Pmt -Check	7778	05/17/2017	Gale/Cengage Learning	Checking	
Bill	60489377	04/28/2017		Books & Materials	-17.99
Bill	60488853	04/28/2017		Books & Materials	-58.17
Bill	60483494	04/28/2017		Books & Materials	-85.75
Bill	60457230	04/28/2017		Books & Materials	-19.19
Bill	60452940	04/28/2017		Books & Materials	-85.16
Bill	60422746	04/28/2017		Books & Materials	-38.92
Bill	60441180	04/28/2017		Books & Materials	-55.77
Bill	60435362	04/28/2017		Books & Materials	-18.59
TOTAL					-379.54
Bill Pmt -Check	7779	05/17/2017	Houchen Bindery, Ltd.	Checking	
Bill	231766	04/28/2017		Books & Materials	-27.00
TOTAL					-27.00
Bill Pmt -Check	7780	05/17/2017	J Webb	Checking	
Bill	4581	05/10/2017		Building Repairs & Main...	-650.00
TOTAL					-650.00
Bill Pmt -Check	7781	05/17/2017	Jayhawk Tropical Fish	Checking	
Bill	503383	05/09/2017		Aquarium Maintenance	-300.00
TOTAL					-300.00
Bill Pmt -Check	7782	05/17/2017	Jiminate	Checking	
Bill	4-042517	05/09/2017		Advertising	-140.00
TOTAL					-140.00
Bill Pmt -Check	7783	05/17/2017	Kanopy LLC	Checking	
Bill	116574-PPU	05/10/2017		Books & Materials	-146.00
TOTAL					-146.00

11:19 AM
05/11/17

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7784	05/17/2017	Laser Logic, Inc.	Checking	
Bill	278807	05/10/2017		Library & Office Supplies	-222.20
TOTAL					-222.20
Bill Pmt -Check	7785	05/17/2017	Maceli's	Checking	
Bill	4-26-17	05/09/2017		Adult Programming	-210.00
TOTAL					-210.00
Bill Pmt -Check	7786	05/17/2017	Midwest Tape	Checking	
Bill	94976439	04/28/2017		Books & Materials	-137.93
Bill	94976437	04/28/2017		Books & Materials	-47.96
Bill	94975637	04/28/2017		Books & Materials	-537.86
Bill	94975636	04/28/2017		Books & Materials	-533.70
Bill	94960084	04/28/2017		Books & Materials	-32.24
Bill	94960083	04/28/2017		Books & Materials	-11.24
Bill	94961575	04/28/2017		Books & Materials	-68.33
Bill	94954268	04/28/2017		Books & Materials	-574.96
Bill	94952381	04/28/2017		Books & Materials	-33.73
Bill	94952379	04/28/2017		Books & Materials	-115.69
Bill	94954310	04/28/2017		Books & Materials	-435.90
Bill	94950656	04/28/2017		Books & Materials	-131.20
Bill	94946256	04/28/2017		Books & Materials	-37.47
Bill	94946257	04/28/2017		Books & Materials	-26.24
Bill	94975639	04/28/2017		Books & Materials	-9.99
Bill	95005800	04/28/2017		Books & Materials	-134.94
Bill	94935460	04/28/2017		Books & Materials	-22.49
Bill	94935446	04/28/2017		Books & Materials	-728.61
Bill	94935029	04/28/2017		Books & Materials	-79.58
Bill	94933269	04/28/2017		Books & Materials	-170.41
Bill	94935060	04/28/2017		Books & Materials	-67.47
Bill	94935448	04/28/2017		Books & Materials	-779.80
Bill	94933311	04/28/2017		Books & Materials	-96.71
Bill	95038606	05/10/2017		Books & Materials	-1,187.41
Bill	95037525	05/10/2017		Books & Materials	-136.44
Bill	95037524	05/10/2017		Books & Materials	-131.75
Bill	95038607	05/10/2017		Books & Materials	-544.83
Bill	95032722	05/10/2017		Books & Materials	-172.44
Bill	95032760	05/10/2017		Books & Materials	-117.20
Bill	95029012	05/10/2017		Books & Materials	-71.19
Bill	95024513	05/10/2017		Books & Materials	-116.21
Bill	95024511	05/10/2017		Books & Materials	-39.57
Bill	95005194	05/10/2017		Books & Materials	-25.48
Bill	95018349	05/10/2017		Books & Materials	-286.92
Bill	95018347	05/10/2017		Books & Materials	-441.46
Bill	95013507	05/10/2017		Books & Materials	-205.42
Bill	95013505	05/10/2017		Books & Materials	-165.15
Bill	95009088	05/10/2017		Books & Materials	-14.99
Bill	95009086	05/10/2017		Books & Materials	-49.91
TOTAL					-8,520.82
Bill Pmt -Check	7787	05/17/2017	OCLC, Inc.	Checking	
Bill	526661	05/09/2017		Collections	-5,681.37
TOTAL					-5,681.37

11:19 AM
05/11/17

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7788	05/17/2017	OverDrive	Checking	
Bill	000837260...	04/28/2017		Books & Materials	-15.99
Bill	123620220...	04/28/2017		Books & Materials	-1,243.81
Bill	124104997...	04/28/2017		Books & Materials	-372.98
Bill	124010390...	04/28/2017		Books & Materials	-358.97
Bill	000742510...	04/28/2017		Books & Materials	-66.50
Bill	144624050...	04/28/2017		Books & Materials	-265.88
Bill	150155783...	04/28/2017		Books & Materials	-603.90
Bill	000301950...	04/28/2017		Books & Materials	-45.00
Bill	150057500...	04/28/2017		Books & Materials	-611.35
Bill	122606193...	04/28/2017		Books & Materials	-918.92
Bill	122442310...	04/28/2017		Books & Materials	-445.22
Bill	122716830...	04/28/2017		Books & Materials	-160.99
Bill	122820320...	04/28/2017		Books & Materials	-250.71
Bill	142716220...	04/28/2017		Books & Materials	-1,572.59
TOTAL					-6,932.81
Bill Pmt -Check	7789	05/17/2017	P1 Group, Inc.	Checking	
Bill	23464	04/28/2017		Building Repairs & Main...	-4,745.00
TOTAL					-4,745.00
Bill Pmt -Check	7790	05/17/2017	Pur-O-Zone, Inc.	Checking	
Bill	724526	04/28/2017		Building Supplies	-59.80
Bill	724228	05/09/2017		Building Supplies	-229.50
TOTAL					-289.30
Bill Pmt -Check	7791	05/17/2017	Quill Corporation	Checking	
Bill	6474443	05/09/2017	Quill Corporation	Accounts Payable	0.00
Bill	6514782	05/09/2017	Quill Corporation	Accounts Payable	0.00
Bill	6451321	05/09/2017		Library & Office Supplies	-104.83
				Processing Supplies	-74.54
Bill	6493464	05/09/2017		Library & Office Supplies	-56.37
TOTAL					-235.74
Bill Pmt -Check	7792	05/17/2017	Random House, Inc.	Checking	
Bill	1081817947	04/28/2017		Books & Materials	-75.00
Bill	1081714249	04/28/2017		Books & Materials	-48.75
Bill	1081892104	04/28/2017		Books & Materials	-22.50
Bill	1081900556	04/28/2017		Books & Materials	-86.25
Bill	1082034552	04/28/2017		Books & Materials	-26.25
Bill	1082036293	04/28/2017		Books & Materials	-30.00
TOTAL					-288.75
Bill Pmt -Check	7793	05/17/2017	Recorded Books	Checking	
Bill	75520827	04/28/2017		Books & Materials	-31.05
Bill	75520825	04/28/2017		Books & Materials	-40.05
Bill	75522160	04/28/2017		Books & Materials	-244.14
TOTAL					-315.24

11:19 AM
05/11/17

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7794	05/17/2017	Scholastic Inc.	Checking	
Bill	14951024	05/10/2017		YS Summer Reading	-6,799.98
TOTAL					-6,799.98
Bill Pmt -Check	7795	05/17/2017	Showcases	Checking	
Bill	299614	05/09/2017		Processing Supplies	-8.05
TOTAL					-8.05
Bill Pmt -Check	7796	05/17/2017	Snap Promotions	Checking	
Bill	17041201	05/09/2017		YS Summer Reading	-5,415.14
TOTAL					-5,415.14
Bill Pmt -Check	7797	05/17/2017	Sunrise Packaging	Checking	
Bill	491	05/09/2017		Processing Supplies	-148.65
Bill	517	05/09/2017		Processing Supplies	-166.69
TOTAL					-315.34
Bill Pmt -Check	7798	05/17/2017	Unique Management Services	Checking	
Bill	444567	05/09/2017		Professional Fees	-456.45
Bill	444568	05/09/2017		Professional Fees	-98.00
TOTAL					-554.45
Bill Pmt -Check	7799	05/17/2017	WOW!Business	Checking	
Bill		04/28/2017		Telephone	-434.95
TOTAL					-434.95
Bill Pmt -Check	28190	05/15/2017	Amazon	Checking	
Bill	7100267	04/28/2017		Supplies	-125.33
Bill	7114603	04/28/2017		Children's Programming	-12.95
Bill	1856250	04/28/2017		Books & Materials	-9.99
Bill	7226626	04/28/2017		Books & Materials	-98.63
Bill	7007408	04/28/2017		Books & Materials	-15.00
Bill	1300240	04/28/2017		Books & Materials	-79.98
Bill	7007408	04/28/2017		Books & Materials	-13.59
Bill	9769846	04/28/2017		Books & Materials	-63.98
Bill	4593003	04/28/2017		Books & Materials	-12.61
Bill	0079421	04/28/2017		Books & Materials	-55.99
Bill	1495440	04/28/2017		Books & Materials	-13.98
Bill	1205020	04/28/2017		Books & Materials	-40.75
Bill	1205020	04/28/2017		Books & Materials	-27.94
Bill	1205020	04/28/2017		Books & Materials	-118.97
Bill	9333041	04/28/2017		Books & Materials	-5.97
Bill	1798655	04/28/2017		Books & Materials	-49.42
Bill	1798655	04/28/2017		Books & Materials	-14.98
Bill	9169005	04/28/2017		Books & Materials	-18.99
Bill	6313037	04/28/2017		Books & Materials	-23.99
Bill	1350648	04/28/2017		Books & Materials	-127.97

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill	6313037	04/28/2017		Books & Materials	-95.98
Bill	5568224	04/28/2017		Books & Materials	-63.98
Bill	1205020	04/28/2017		Books & Materials	-14.97
Bill	7007408	04/28/2017		Books & Materials	-15.99
Bill	6244207	04/28/2017		Books & Materials	-65.48
Bill	4593003	04/28/2017		Books & Materials	-63.98
Bill	6244207	04/28/2017		Books & Materials	-107.41
Bill	7114603	04/28/2017		Children's Programming	-12.95
Bill	2479434	05/10/2017		Supplies	-110.43
Bill	2479434	05/10/2017		Supplies	-22.99
Bill	6249025	05/10/2017		Supplies	-283.18
Bill	6249025	05/10/2017		Supplies	-26.29
Bill	0905859	05/10/2017		Young Adult Programming	-84.74
TOTAL					-1,899.38
Bill Pmt -Check	28191	05/15/2017	City of Lawrence	Checking	
Bill	Parking	05/09/2017		Miscellaneous	-122.88
TOTAL					-122.88
Bill Pmt -Check	28192	05/15/2017	D. Kucha Brownlee	Checking	
Bill	201700001	05/09/2017		YS Summer Reading	-850.00
TOTAL					-850.00
Bill Pmt -Check	28193	05/15/2017	Dino O'Dell	Checking	
Bill	6-22-17	05/09/2017		YS Summer Reading	-700.00
TOTAL					-700.00
Bill Pmt -Check	28194	05/15/2017	H3 Enterprises	Checking	
Bill	61517	05/09/2017		YS Summer Reading	-600.00
TOTAL					-600.00
Bill Pmt -Check	28195	05/15/2017	Hartford	Checking	
Bill		05/09/2017		Liability Insurance	-2,161.00
				Liability Insurance	-1,082.00
TOTAL					-3,243.00
Bill Pmt -Check	28196	05/15/2017	Ingram Library Services	Checking	
Bill	98230904	04/28/2017		Books & Materials	-476.56
Bill	98242528	04/28/2017		Books & Materials	-178.09
Bill	98242526	04/28/2017		Books & Materials	-291.56
Bill	98201244	04/28/2017		Books & Materials	-264.17
Bill	98197350	04/28/2017		Books & Materials	-17.07
Bill	98157343	04/28/2017		Books & Materials	-91.30
Bill	98157345	04/28/2017		Books & Materials	-47.97
Bill	98175231	04/28/2017		Books & Materials	-1,671.13
Bill	98197348	04/28/2017		Books & Materials	-632.35
Bill	98157341	04/28/2017		Books & Materials	-1,894.64
Bill	98139557	04/28/2017		Books & Materials	-237.91
Bill	98139558	04/28/2017		Books & Materials	-574.73

Lawrence Public Library
Check Detail
 May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill	98124937	04/28/2017		Books & Materials	-840.52
Bill	98120606	04/28/2017		Books & Materials	-452.94
Bill	98086208	04/28/2017		Books & Materials	-431.85
Bill	98067559	04/28/2017		Books & Materials	-337.91
Bill	98096354	04/28/2017		Books & Materials	-49.43
Bill	98067561	04/28/2017		Books & Materials	-1,569.02
Bill	98047153	04/28/2017		Books & Materials	-656.60
Bill	98250954	04/28/2017		Books & Materials	-305.20
Bill	98058553	04/28/2017		Books & Materials	-126.59
Bill	98058551	04/28/2017		Books & Materials	-248.83
Bill	98230905	04/28/2017		Processing Supplies	-48.50
Bill	98242529	04/28/2017		Processing Supplies	-9.57
Bill	98242527	04/28/2017		Processing Supplies	-61.74
Bill	98201245	04/28/2017		Processing Supplies	-18.28
Bill	98197351	04/28/2017		Processing Supplies	-0.80
Bill	98157344	04/28/2017		Processing Supplies	-8.68
Bill	98157346	04/28/2017		Processing Supplies	-0.45
Bill	98175232	04/28/2017		Processing Supplies	-188.65
Bill	98197349	04/28/2017		Processing Supplies	-80.25
Bill	98157342	04/28/2017		Processing Supplies	-206.45
Bill	98139559	04/28/2017		Processing Supplies	-50.80
Bill	98124938	04/28/2017		Processing Supplies	-57.94
Bill	98120607	04/28/2017		Processing Supplies	-55.47
Bill	98086209	04/28/2017		Processing Supplies	-35.86
Bill	98067560	04/28/2017		Processing Supplies	-32.69
Bill	98096355	04/28/2017		Processing Supplies	-9.70
Bill	98067562	04/28/2017		Processing Supplies	-166.48
Bill	98047154	04/28/2017		Processing Supplies	-47.67
Bill	98250955	04/28/2017		Processing Supplies	-24.93
Bill	98058554	04/28/2017		Processing Supplies	-7.07
Bill	98058552	04/28/2017		Processing Supplies	-43.29
Bill	98345993	05/09/2017		Personal Books	-45.58
Bill	98404835	05/10/2017		Processing Supplies	-0.15
Bill	98389835	05/10/2017		Processing Supplies	-19.82
Bill	98372730	05/10/2017		Processing Supplies	-74.95
Bill	98363503	05/10/2017		Processing Supplies	-182.85
Bill	98345228	05/10/2017		Processing Supplies	-1.60
Bill	98363505	05/10/2017		Processing Supplies	-0.15
Bill	98345995	05/10/2017		Processing Supplies	-12.18
Bill	98363507	05/10/2017		Processing Supplies	-1.35
Bill	98385459	05/10/2017		Processing Supplies	-6.92
Bill	98385461	05/10/2017		Processing Supplies	-45.42
Bill	98324698	05/10/2017		Processing Supplies	-42.55
Bill	98324700	05/10/2017		Processing Supplies	-0.15
Bill	98337375	05/10/2017		Processing Supplies	-51.56
Bill	98295630	05/10/2017		Processing Supplies	-205.50
Bill	98269509	05/10/2017		Processing Supplies	-1.05
Bill	98269507	05/10/2017		Processing Supplies	-58.17
Bill	98404834	05/10/2017		Books & Materials	-13.19
Bill	98389834	05/10/2017		Books & Materials	-182.11
Bill	98372729	05/10/2017		Books & Materials	-615.85
Bill	98363502	05/10/2017		Books & Materials	-2,176.88
Bill	98345227	05/10/2017		Books & Materials	-19.36
Bill	98363504	05/10/2017		Books & Materials	-9.66
Bill	98345994	05/10/2017		Books & Materials	-184.87
Bill	98363506	05/10/2017		Books & Materials	-117.55
Bill	98385458	05/10/2017		Books & Materials	-55.25
Bill	98385460	05/10/2017		Books & Materials	-250.40
Bill	98324697	05/10/2017		Books & Materials	-562.02
Bill	98324699	05/10/2017		Books & Materials	-11.99
Bill	98337374	05/10/2017		Books & Materials	-471.61
Bill	98295629	05/10/2017		Books & Materials	-1,984.31

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill	98269508	05/10/2017		Books & Materials	-105.53
Bill	98269506	05/10/2017		Books & Materials	-551.27
TOTAL					-20,613.44
Bill Pmt -Check	28197	05/15/2017	Journal-World Media	Checking	
Bill	10593651	05/09/2017		YS Summer Reading	-995.00
TOTAL					-995.00
Bill Pmt -Check	28198	05/15/2017	Juniper Tangpuz	Checking	
Bill	6-19-17	05/10/2017		Children's Programming	-100.00
TOTAL					-100.00
Bill Pmt -Check	28199	05/15/2017	Kansas State University	Checking	
Bill	2017-069	04/28/2017		Overdues	-100.00
TOTAL					-100.00
Bill Pmt -Check	28200	05/15/2017	Kyle Tiernan	Checking	
Bill	5683	05/09/2017		YS Summer Reading	-600.00
TOTAL					-600.00
Bill Pmt -Check	28201	05/15/2017	LFK Press, LLC	Checking	
Bill	05051701	05/09/2017		YS Summer Reading	-2,914.50
TOTAL					-2,914.50
Bill Pmt -Check	28202	05/15/2017	Mark Pagano	Checking	
Bill	7-20-17	05/09/2017		YS Summer Reading	-600.00
TOTAL					-600.00
Bill Pmt -Check	28203	05/15/2017	Mesner Puppet Theater	Checking	
Bill	7-6-17	05/09/2017		YS Summer Reading	-1,450.00
TOTAL					-1,450.00
Bill Pmt -Check	28204	05/15/2017	Mid-Continent Public Library	Checking	
Bill	ILL#174165...	05/09/2017		Overdues	-20.00
TOTAL					-20.00
Bill Pmt -Check	28205	05/15/2017	Prairie Park Nature Center	Checking	
Bill	7-10-17	05/10/2017		Children's Programming	-150.00
TOTAL					-150.00

Lawrence Public Library
Check Detail
May 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	28206	05/15/2017	Raven Bookstore	Checking	
Bill		02/14/2017		YS Summer Reading	-150.00
TOTAL					-150.00
Bill Pmt -Check	28207	05/15/2017	Special Market Insurance Consu...	Checking	
Bill	98793	05/09/2017		Liability Insurance	-235.00
TOTAL					-235.00
Bill Pmt -Check	28208	05/15/2017	The Summit	Checking	
Bill	May2017	05/10/2017		Membership & Dues	-120.00
TOTAL					-120.00
Bill Pmt -Check	28209	05/15/2017	Topeka Zoo	Checking	
Bill	7-13-17	05/09/2017		YS Summer Reading	-340.00
TOTAL					-340.00
Bill Pmt -Check	28210	05/15/2017	Wings of Love	Checking	
Bill	17-0113	05/09/2017		YS Summer Reading	-800.00
TOTAL					-800.00
Bill Pmt -Check	28211	05/15/2017	City of Lawrence	Checking	
Bill	1063164639	04/28/2017		Capital Improvement Ex...	-5,935.00
Bill	1063851386	05/10/2017		Capital Improvement Ex...	-2,481.60
TOTAL					-8,416.60
Bill Pmt -Check	28212	05/15/2017	Juniper Tangpuz	Checking	
Bill	6-21-17	05/10/2017		Children's Programming	-100.00
TOTAL					-100.00

Lawrence Public Library

Monthly Statistical Summary--April 2017

INDICATOR	April		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	6.27	6.70	-6%			
Reference Transactions per Capita	1.47	3.55	-59%			
Program Attendance per Capita	0.49	0.58	-16%			
Circulation per Capita	11.93	13.06	-9%			
Circulation per Visit	1.90	1.95	-2%			
Total Holdings per Capita	2.14	2.07	3%			
% of Lawrence Residents Registered	66%	64%	3%			

Circulation--Adult Total	67,836	71,943	-6%	284,548	296,723	-4%
Circulation--Young Adult Total	3,176	4,359	-27%	12,837	16,974	-24%
Circulation--Youth Total	26,391	29,977	-12%	110,616	123,887	-11%
Circulation--Total	97,403	106,279	-8%	408,001	437,584	-7%

Reference Transactions	11,974	13,164	-9%	50,939	57,603	-12%
User Visits	51,182	54,527	-6%	213,852	221,552	-3%
LPL Web Site Visits	18,110	17,133	6%	74,484	76,440	-3%

Holdings--Added	3,008	3,432	-12%	12,583	10,412	21%
Holdings--Withdrawn	3,982	1,817	119%	16,554	8,945	85%
Holdings--Total	209,654	202,662	3%			

Registered Borrowers--Added	603	565	7%	2,626	2,521	4%
Registered Borrowers--Total	80,187	77,593	3%			

Adult Programs	37	33	12%	101	112	-10%
Young Adult Programs	15	12	25%	64	58	10%
Youth Programs	60	71	-15%	254	250	2%
Senior Programs	16	18	-11%	61	56	9%
Total Programs	128	134	-4%	480	476	1%
Total Program Attendance	3,985	4,733	-16%	16,546	16,860	-2%
Public Uses of Meeting Rooms	845	658	28%	3,321	2,821	18%

Total Paid Staff (FTE)	65.90	63.53	4%			
Total Number of Employees	88	85	4%			

Lawrence Public Library

Monthly Statistical Report--April 2017

	April		Percent		YTD	YTD	Percent
	2017	2016	Change		2017	2016	Change
			2016-2017				2016-2017
OUTPUT MEASURES							
Service Area Population	97,948	97,669	0%				
User Visits per Capita	6.27	6.70	-6%				
Reference Transactions per Capita	1.47	1.62	-9%				
Program Attendance per Capita	0.49	0.58	-16%				
Circulation per Capita	11.93	13.06	-9%				
Circulation per Day	3479	3796	-8%				
Total Holdings per Capita	2.14	2.07	3%				
Collection Turnover--Total	5.65	6.37	-11%				
Collection Turnover--Adult	6.16	6.61	-7%				
Collection Turnover--Young Adult	3.43	5.04	-32%				
Collection Turnover--Youth	4.97	6.08	-18%				
Collection Turnover--Audiovisual	10.61	10.79	-2%				
CIRCULATION OF LIBRARY MATERIALS							
Circulation--Adult Books and NF Videos	30406	32416	-6%		129604	133866	-3%
Circulation--Adult Periodicals	867	1133	-23%		4252	5265	-19%
Circulation--Adult Feature Films & TV Shows	23847	25376	-6%		101248	105814	-4%
Circulation--Electronic Games	1984	1912	4%		7318	7838	-7%
Circulation--Adult Music CDs	5666	7104	-20%		22563	28044	-20%
Circulation--Adult Audio Books and Books on CD	5055	3989	27%		19529	15852	23%
Circulation--eReaders	11	13	-15%		34	44	-23%
Circulation--Adult Total	67836	71943	-6%		284548	296723	-4%
Circulation--YA Books and Videos	2932	4058	-28%		11863	15680	-24%
Circulation--YA Periodicals	16	5	220%		41	39	5%
Circulation--YA Audio Books and Books on CD	228	296	-23%		933	1255	-26%
Circulation--YA Total	3176	4359	-27%		12837	16974	-24%
Circulation--Youth Books and Videos	24597	28446	-14%		103346	117814	-12%
Circulation--Youth Periodicals	64	123	-48%		319	402	-21%
Circulation--Youth Music CDs	312	483	-35%		1423	2027	-30%
Circulation--Youth Audio Books and Books on CD	1418	925	53%		5528	3644	52%
Circulation--Youth Total	26391	29977	-12%		110616	123887	-11%

Lawrence Public Library	April		Percent		YTD	YTD
Monthly Statistical Report	2017	2016	Change		2017	2016
			2016-2017			2016-2017
Circulation--Bookmobile	901	1089	-17%		3597	4432
Circulation--Book Lockers	429				487	
Circulation--Total Books	57935	64920	-11%		244813	267360
Circulation--Total Periodicals	947	1261	-25%		4612	5706
Circulation--Total Audiovisual + Digital	40381	41379	-2%		158059	173516
Circulation Total	97403	106279	-8%		408001	437584
Staff Assisted Circulation	4080	1557	162%		17195	6436
Self Check Circulation	70018	67793	3%		298719	331135
Percent Self Check	94%	98%	-3%		95%	98%
Online Renewals	16266	19068	-15%		64498	75024
Other Staff Checkouts	61	3468	-98%		340	12936
Requests Placed	16698	20087	-17%		74167	87870
Requests Filled	15839	15053	5%		66538	62361
Requests Unclaimed	2442	3081	-21%		9607	12664
Interlibrary Loan Items Borrowed for LPL Patrons	288	505	-43%		1516	2052
Interlibrary Loan Items Loaned from LPL Collection	488	656	-26%		2412	2825
OTHER LIBRARY SERVICES						
User Visits	51182	54527	-6%		213852	221552
Public Computer Usage	8161	8296	-2%		33188	33947

Lawrence Public Library	April		Percent		YTD	YTD	Percent
Monthly Statistical Report	2017	2016	Change		2017	2016	Change
			2016-2017				2016-2017
PATRON INQUIRIES							
Adult Reference Transactions	1326	1792	-26%		5805	6207	-6%
Young Adult Reference Transactions	853	491	74%		3220	2333	38%
Youth Reference Transactions	1005	1090	-8%		5024	5076	-1%
IT Desk	1814	1469	23%		7328	5884	25%
Welcome Desk	2171	2755	-21%		9246	11609	-20%
Phone Calls	1638	2418	-32%		9455	12660	-25%
Accounts Desk	3167	3149	1%		10861	13834	-21%
Total Reference Transactions	11974	13164	-9%		50939	57603	-12%
Public-Sponsored Uses of Meeting Rooms	845	658	28%		3321	2821	18%
LPL Web Site Visits	18110	17133	6%		74484	76440	-3%
RESOURCES							
Holdings--Total	209654	202662	3%				
Holdings--Adult	133982	132390	1%				
Holdings--Young Adult	11133	10378	7%				
Holdings--Youth	64539	59894	8%				
Holdings--Audiovisual + Digital	45685	46029	-1%				
Holdings--eReaders	11	10	10%				
Holdings Added	3008	2432	24%		12583	10412	21%
Holdings Withdrawn (Weeded)	3982	1817	119%		16554	8945	85%
Holdings Net Change	5208	1462					
LIBRARY PATRONS							
Total Borrowers	80187	77593	3%				
Borrowers Added	603	565	7%		2626	2521	4%
Borrowers Transacting	13156	13033	1%		50694	52117	-3%
Percent of Borrowers Transacting	16%	17%	-2%				
Total Number of Lawrence Residents Registered	64810	62125	4%				
Percent of Lawrence Residents Registered	66%	64%	4%				

Lawrence Public Library	April		Percent		YTD	YTD	Percent
Monthly Statistical Report	2017	2016	Change		2017	2016	Change
			2017-2016				2016-2017
PROGRAMMING							
Number of Adult Programs	37	33	12%		101	112	-10%
Number of Young Adult Programs	15	12	25%		64	58	10%
Number of Youth Programs	60	71	-15%		254	250	2%
Number of Senior Programs	16	18	-11%		61	56	9%
Total Programs	128	134	-4%		480	476	1%
Adult Program Attendance	831	922	-10%		3080	3443	-11%
Young Adult Program Attendance	331	354	-6%		1730	1399	24%
Youth Program Attendance	2628	3281	-20%		11191	11459	-2%
Senior Program Attendance	195	176	11%		545	559	-3%
Total Program Attendance	3985	4733	-16%		16546	16860	-2%
STAFFING							
Total Paid Staff, in Full-Time Equivalents	65.9	63.53	4%				
ALA-MLS Librarians, in Full-Time Equivalents	18.94	17.6	8%				
Number of Employees--Total	88	85	4%				
Number of Employees--Full-Time	39	38	3%				
Number of Employees--Part-Time	49	47	4%				
Terminations	0	1	-100%		0	5	-100%
Hirings	0	1	N/A		1	4	-75%
Volunteer Hours	662.8	703.5	-6%		2499.5	1993	25%

Lynda.com & Kanopy Stats for April 2017

Kanopy Stats

Visits: 571
Pages: 798
Plays: 105
Minutes: 4595
Pages/visit: 1.4
Plays/visit: 0.017

Lynda.com Stats

Active Users: 1437
New Users: 50
Users who logged in: 187
Total log ins: 187
Hours viewed: 241.74
Hours viewed/user who logged in: 1.29
Hours viewed per log in: .39

Library Director's Report for May 2017

Respectfully submitted by Brad Allen 5/11/2017

SmartLocker Update

The SmartLocker is a smashing success. We currently have wait times of several days for items to be put in the locker due to high volume. We will continue to monitor use, but it might perhaps make sense to consider expanding the size of this locker location by at least one more tower. That would increase locker capacity by about 30%.

Summer Reading is Almost Here!

Summer is almost upon us and with it is our annual summer reading program. The theme is Build a Better World and there is a great lineup of programs and events for all ages. I won't go into the details, but we will pass out booklets with all the information to you at this month's board meeting.

780s Series Returns This July

We are very close to being able to announce our next 780s Series music storytellers event. I don't have a contract signed at this writing, but I hope that I will be able to announce our selection for this year at the board meeting.

Foundation Director's Report – May 11, 2017

Unfortunately, I will miss Monday's Board of Trustees meeting. I will be serving on a panel at the Hall Center's Applied Humanities Boot Camp with representatives from the Truman Library, the Overland Park Arts & Recreation Foundation, and Kansas City's Charlotte Street Foundation. The session's topic is fundraising and development. Foundation board member Alice Ann Johnston will present the Library Foundation report on my behalf. -- Kathleen

Midco Update. Aaron Brumley, our Technology Coordinator, and I had a follow up conversation with a representative from Midco on May 11. (Midco has purchased WOW!) They continue to be very interested in helping the library replace the computers in the lab. They are proposing to accomplish this over the course of the next few years. Brad, Aaron and I will meet with them again next week to iron out the details.

Foundation Annual Meeting & Board Appointments. The Foundation held its annual meeting on Monday, April 24, immediately following the regular April board meeting. Highlights included a presentation of the 2016 Annual Report and elections for new board officers and members. For the first time, Foundation assets exceed \$2 million! This is due to the hard working Foundation Board members who advocate tirelessly on behalf of the library. Officers and new board members are:

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
Kassie Edwards Nieters

Summer VISTA. We are pleased to report that Pete Fey will join LPL as the 2017 VISTA Summer Associate. Pete currently is a graduate teaching assistant in KU's English department. He comes to us with great public library experience. He worked at the downtown Omaha Public Library for nearly three years and has experience working with children and teens. Pete will work in the Youth Services department. He will help with the Summer Reading and Summer Lunch programs.

New Full Time VISTA. The library currently is advertising for a new full time VISTA to start service in August. This person will complete the last year of Kelly Francis's project as the library's Volunteer and Grants Coordinator. Kelly is headed to graduate school at KU for a master's degree in school psychology.

Pending Grant Applications:

Ebsco Solar Grant: \$100,000 for solar panels on the LPL roof
Douglas County Community Foundation: \$1,260 for Game of Gnomes (Summer Reading)