

Lawrence Public Library Board of Trustees

Workshop
3:30 – 5:30 p.m.
September 16, 2019

Workshop Goals

- Strengthen the working relationships between and among members of the Lawrence Public Library Board
- Consider the roles of the board and the staff and commitments to one another

Norms for the retreat

- Listen with respect
- Be positive and realistic
- Be candid and honest
- Be patient
- Be fully present and engaged
- Respect differences
- Look for opportunities to agree

Welcome and Introductions

- Agenda Review
- Norms and Expectations for the workshop

Agenda Item Outcome: Create a safe environment for honest exchange of ideas

Working Together

Each board member will be given five minutes to share their hopes for governing together. Consider the following questions as you prepare your remarks.

- I serve on the Lawrence Public Library Board because...
- What I enjoy most about being on the board is...
- What frustrates me most about being on the board is...
- What I contribute to the decision making process of the board is...
- I think this board does _____ extremely well.
- I think this board could do a better job of _____
- In the coming year I plan to _____, to help make this board to be an (even more) effective body.

Agenda Item Outcome: Gain perspective on each member's hopes and expectations for its work together

Governing Body and Staff Dynamics and Roles

What are the characteristics of effective governing bodies and how does the Lawrence Public Library Board of Trustees work together?

Agenda Item Outcome: Develop a common understanding of what it means to serve as a member of a public body

Developing Common Expectations

Considering the discussion regarding dynamics and roles, the Board will first discuss how they want to operate as a public body and their commitments to one another. The Board and the Staff then will develop a mutually agreeable set of operating norms.

Agenda Item Outcome: Develop a common understanding how the board and staff wants to works together and what the expectations are of one another.

Closing/Adjournment

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

Monday, September 16, 2019 at **5:30 PM (note later time!)**
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 for July and August

Library Director's report

Departmental reports

Library Foundation Executive Director's report

Library Friends report

Ongoing business

- None

New business

- None

Adjournment

DRAFT

Lawrence Public Library
Board of Trustees
Regular Board Meeting
August 19, 2019
4:30 p.m.

Board Members Present: Judy Keller (chair), Brady Flannery, Joan Golden, Ursula Minor, Sarah Goodwin Thiel, David Vance, Kevan Vick. **Absent:** Mayor Lisa Larsen.

Library Staff Present: Brad Allen (Executive Director), Karen Allen, Tricia Karlin, Kathleen Morgan, Erica Segraves, Sherri Turner.

Guests: Sean Gordon, Mize Houser & Co.

Call to Order

Judy called the regular meeting to order at 4:30 p.m.

Public Comment

There was no public comment.

Consent Agenda

Brad noted that the statistical report for July will be distributed at next month's meeting. Brady asked that the minutes of the July meeting be corrected to show that he attended remotely until 4:50. Kevan moved to approve the consent agenda with the corrected minutes and minus the July statistical reports; Brady seconded. All in favor; motion carried.

New Business

Presentation of Audit

Sean Gordon of Mize Houser & Co. reviewed the library's 2018 audit report which had been distributed to the board at its June meeting. Sean said that Mize Houser will be unable to complete the audit for 2019 because it is officially ending its government audit services as December 31, 2019.

Director's Report

Brad said he was on vacation for the last part of July, but has been busy since his return. He met with the new city manager, Craig Owens, to discuss the city's relationship with the library. There was a good turnout at the United Way kickoff on August 13. Brad said that he had been discussing the possibility of embedding peer support fellows at the library as part of the county's mental health/addiction initiative. Brad attended the NEKLS Annual Assembly on August 15. He

also had a good meeting with Sean Casserley, county librarian for the Johnson County Library system. Judy congratulated Brad on the great news article about his appointment to the Humanities Kansas board.

Departmental Report

There were no questions or comments. Brad highlighted the change in hold pickup times at the lockers. Joan noted the news coverage on the payphone.

Library Foundation Executive Director's Report

Kathleen said that work on the merger continues. Two major developments came out of the steering committee's last meeting. One was approval of new donor levels and associated benefits (as opposed to member levels). There will continue to be a membership fee option at the door of each sale. The other major outcome was a recommendation to create an Advocacy Committee as one of the standing committees. The platform would be based on the library's priorities, and the Friends & Foundation board chair would serve as committee chair to ensure consistency. The goal is to have all documents ready by November 14 for review at a public meeting, allowing a month to make final adjustments. Work on the Keep Retirement Weird event is going well. About 50 organizations have expressed an interest in being involved. Andrea Hudy won't be available after all, but she is helping to find a replacement. There will be a full-page ad in the Journal World the week before the event. This is part of an advertising package that includes five full-page ads throughout the year for the library and Friends & Foundation. Kathleen and foundation assistant Logan Isaman attended the International Public Library Fundraising Conference in Calgary. Logan did a presentation on her tattoo fundraiser that was well received. Kathleen said there will no longer be a separate Friends and Foundation newsletter. Instead, the library's new quarterly calendar will incorporate the Friends & Foundation newsletter.

Friends Report

David said that in addition to what Kathleen reported regarding the merger, work on the sale continues at a good pace. Friends have had to order new intake bins to accommodate the overwhelming number of donations they've received since the summer sale.

Ongoing Business

2020 Budget Recommendation

Brad went over his latest iteration of the budget with the adjusted budget numbers from the city. He said this version of the budget incorporates the elimination of overdue fees for all ages. The decision about whether to eliminate fees will be a board decision, but this scenario shows how it could be supported. Brad said it also shows adjustments to increase staffing levels in Facilities or Materials Handling, increased professional fees to support an Appreciative Inquiry summit, and other minor adjustments. Staff will bring a recommendation regarding elimination of overdue fees to the September or October board meeting. Until there is a decision on elimination of fees, there's no decision on final line item allocations.

New Business (continued from above)**Update on Emergency Preparedness Plan**

Sherri gave a brief report on the update to the library's Emergency Preparedness, Response, and Recovery Plan that was completed by Northwest Missouri State University student Natalie Cote as an independent study. The completed plan is currently being reviewed by Douglas County Emergency Preparedness staff.

Judy reminded the group that Patty Gentrup from the KU Public Management Center will be doing board training next month. She will conduct a two-hour session starting at 3:30 p.m. with the regular board meeting to follow. Judy said that board members should submit to Brad or Judy any specific questions or issues they would like Patty to address.

Adjournment

There being no other business, Judy adjourned the meeting at 5:43 p.m.

The next regular Board meeting will be Monday, September 16 at 5:30 p.m. in Meeting Room A at the library, following the two-hour training session from 3:30 - 5:30 p.m.

Respectfully submitted,

Sherri Turner

LAWRENCE PUBLIC LIBRARY									
Regular Budget Report									
August 2019									
REVENUES		This Month	Year to Date	Annual Budget	67% of Year	Aug-18	YTD 2018		
Tax Fund		\$ -	\$ 4,260,114.04	\$ 4,457,000.00	95.58%	\$ -	\$ 4,096,009.63		
Overdues		\$ 12,136.07	\$ 101,372.32	\$ 150,000.00	67.58%	\$ 13,506.80	\$ 105,607.50		
NEKLS		\$ -	\$ 45,250.00	\$ 93,000.00	48.66%	\$ -	\$ 47,000.00		
State Aid		\$ -	\$ 27,594.52	\$ 25,000.00	110.38%	\$ 227.19	\$ 27,595.64		
Photo Copies		\$ 3,848.39	\$ 16,648.93	\$ 20,000.00	83.24%	\$ 2,190.61	\$ 14,448.14		
Coffee Shop Rent		\$ 1,500.00	\$ 6,750.00	\$ 9,000.00	75.00%	\$ 1,500.00	\$ 6,750.00		
Meeting Room Fees		\$ 1,750.00	\$ 5,925.00	\$ 5,000.00	118.50%	\$ 400.00	\$ 4,250.00		
Interest		\$ 3,840.65	\$ 28,675.76	\$ 16,000.00	179.22%	\$ 2,120.22	\$ 14,321.58		
Miscellaneous		\$ -	\$ 4,983.50	\$ -		\$ 49.45	\$ 365.23		
Total Revenues		\$23,075.11	\$4,497,314.07	\$4,775,000.00	94.18%	\$19,994.27	\$4,316,347.72		
EXPENSES									
Salaries & Wages		\$ 221,894.60	\$ 1,741,911.82	\$ 2,670,000.00	65.24%	\$ 208,876.42	\$ 1,647,499.70		
Employee Benefits		\$ 27,758.58	\$ 214,387.16	\$ 330,000.00	64.97%	\$ 25,837.00	\$ 204,074.94		
Payroll Taxes		\$ 37,861.30	\$ 297,689.32	\$ 465,000.00	64.02%	\$ 34,680.64	\$ 273,120.37		
Utilities		\$ 7,131.84	\$ 60,612.54	\$ 96,000.00	63.14%	\$ 7,993.13	\$ 64,157.98		
Building Supplies		\$ 2,297.71	\$ 11,464.10	\$ 20,000.00	57.32%	\$ 1,197.97	\$ 11,792.97		
Building Repairs & Maintenance		\$ 546.47	\$ 35,446.09	\$ 55,000.00	64.45%	\$ 3,695.00	\$ 33,416.61		
Library Supplies		\$ 3,131.66	\$ 11,307.23	\$ 25,000.00	45.23%	\$ 5,319.73	\$ 14,909.92		
Books & Materials		\$ 60,000.21	\$ 405,736.24	\$ 670,000.00	60.56%	\$ 54,741.67	\$ 399,516.18		
Processing Supplies		\$ 3,960.25	\$ 35,630.97	\$ 50,000.00	71.26%	\$ 3,631.24	\$ 35,703.85		
Equipment		\$ 356.42	\$ 9,819.90	\$ 10,000.00	98.20%	\$ -	\$ 13,415.16		
Technology		\$ 71,940.16	\$ 204,975.79	\$ 245,000.00	83.66%	\$ 9,037.49	\$ 152,883.27		
Insurance		\$ -	\$ 11,343.00	\$ 17,000.00	66.72%	\$ 198.00	\$ 12,496.00		
Shipping		\$ 899.76	\$ 13,435.75	\$ 16,000.00	83.97%	\$ 882.59	\$ 11,769.29		
Professional Development		\$ 2,498.67	\$ 18,124.41	\$ 30,000.00	60.41%	\$ -	\$ 23,134.26		
Book Van & Mileage		\$ 181.92	\$ 1,522.48	\$ 2,000.00	76.12%	\$ 210.08	\$ 1,179.05		
Programs		\$ 1,499.60	\$ 12,352.44	\$ 20,000.00	61.76%	\$ 1,088.95	\$ 12,808.89		
Professional Fees		\$ 2,412.15	\$ 33,998.09	\$ 20,000.00	169.99%	\$ 1,310.01	\$ 35,353.49		
Advertising & Marketing		\$ 6,132.34	\$ 24,472.03	\$ 30,000.00	81.57%	\$ 1,871.96	\$ 14,600.38		
Capital Improvements		\$ -	\$ -	\$ 4,000.00	0.00%	\$ -	\$ 15,593.60		
Miscellaneous		\$ (118.73)	\$ 2,401.53	\$ -		\$ 179.12	\$ 2,292.75		
Total Expenses		\$ 450,384.91	\$ 3,146,630.89	\$ 4,775,000.00	65.90%	\$ 360,751.00	\$ 2,979,718.66		
CASH BALANCES									
	Checking	\$ 1,968,348.87							
	Capital Improvement	\$ 675,859.38							

Lawrence Public Library														
2019 Outside Funding Report														
		1/1/2019		May	May	June	June	July	July	August	August			
		AMOUNT		Income	Spending	Income	Spending	Income	Spending	Income	Spending	Remaining		
FRIENDS														
	KPR-Advertising	\$ 2,590.91										\$ (0.00)		
	Summer Reading - ALL	\$ 4,525.83			\$ 15,617.17		\$ 4,668.21		\$ 951.66		\$ 999.47	\$ 7,335.04		
	Aquarium	\$ 872.21			\$ 600.00		\$ 300.00				\$ 300.00	\$ 1,194.29		
	Volunteers	\$ 346.62		\$ 1,000.00							\$ 331.75	\$ 705.63		
	Read Across Lawrence 2019	\$ (12,190.60)										\$ 1,956.55		
	Salaries/Taxes - Hyde	\$ (11.62)			\$ 4,055.50	\$ 25,000.00	\$ 4,055.50		\$ 4,055.51		\$ 4,054.19	\$ (7,454.32)		
	Block Grant	\$ 93,780.52		\$ (1,000.00)	\$ 1,025.14		\$ 1,095.66		\$ 23.24		\$ 1,920.00	\$ 54,406.40		
		\$ 89,913.87		\$ -	\$ 21,297.81	\$ 25,000.00	\$ 10,119.37	\$ -	\$ 5,030.41	\$ -	\$ 7,605.41	\$ 58,143.59		
FOUNDATION														
	Kansas Health Foundation	\$ 2,134.96									\$ 25.00	\$ 1,835.71		
	Salaries/Taxes - Isaman	\$ -			\$ 3,023.55	\$ 9,070.61	\$ 3,023.53		\$ 3,023.53		\$ 3,023.58	\$ (6,047.11)		
	Foundation Expenses to be reimbursed	\$ -			\$ 940.84	\$ 2,320.21	\$ 1,207.64				\$ 1,815.70	\$ (1,815.70)		
	Mary Winter for BCIAB	\$ 4,873.53							\$ 193.50		\$ 757.20	\$ 1,232.11		
	Salkind for E-books	\$ 2.11			\$ 686.26	\$ 25,000.00	\$ 11,779.15		\$ 6,121.27		\$ 3,876.37	\$ 2,539.06		
	Patsy Cotte for YS										\$ 856.97	\$ (856.97)		
	Harry Potter	\$ 490.91										\$ 490.91		
	Weinberg/Jedel YS/YA	\$ 8,550.25				\$ 16,500.00	\$ 1,156.43		\$ 1,421.95		\$ 1,638.91	\$ 17,991.16		
	Milliken Fund	\$ 2,300.21										\$ 4,342.73		
	Sound & Vision	\$ -			\$ 65.64		\$ 859.01		\$ 49.75		\$ 129.00	\$ 210.13		
	Peterson - Technology/Gage Tech	\$ 5,073.09										\$ -		
	Camin Memorial	\$ 242.79										\$ 242.79		
	Storytime @Home/Juanita Marsh	\$ 886.55										\$ 851.41		
	Sound & Vision	\$ -										\$ -		
	Harrison Music Storytellers	\$ -				\$ 1,250.00			\$ 281.98		\$ 1,240.00	\$ (271.98)		
	Dr. Bob	\$ -										\$ -		
	Seed Library	\$ 1,804.49										\$ 1,804.49		
	Crowe Fund	\$ 1,332.70							\$ 146.67		\$ 91.18	\$ 974.85		
	Local History/Coan	\$ 4,927.45							\$ 120.80			\$ 4,806.65		
	MIDCO	\$ 17,291.36			\$ 158.94	\$ 30,000.00	\$ 1,142.95		\$ 434.74		\$ 4,178.16	\$ 41,249.32		
	General Endowment	\$ 43,079.97										\$ 43,079.97		
	Simpson Grant	\$ 13,429.65										\$ 3,502.92		
	Youth Services	\$ 1,419.83										\$ 1,225.83		
		\$ 107,839.85		\$ -	\$ 4,875.23	\$ 84,140.82	\$ 19,168.71	\$ -	\$ 11,794.19	\$ -	\$ 17,632.07	\$ 117,388.28		
OTHER														
	Memorials/Honor with Books/Bauleke	\$ 1,722.07			\$ 38.93	\$ 127.00	\$ 14.40		\$ 10.82			\$ 2,078.76		
	ALA Teen Intern	\$ 80.37										\$ 80.37		
	ALA Strengthening Communities						\$ 543.03		\$ 818.75		\$ 1,283.80	\$ 533.01		
	Landsberg Bequest	\$ 1,272.10			\$ 72.82							\$ (86.00)		
	Lawrence Give Back	\$ 2,626.32										\$ 2,626.32		
	Wurfy	\$ 120.99										\$ 34.16		
	Bibliocommons	\$ 1,000.00			\$ 1,000.00							\$ -		
	Merchandise Sales	\$ 833.75		\$ (194.50)		\$ 715.75		\$ (1,269.00)		\$ 542.25		\$ 536.20		
		\$ 7,655.60		\$ (194.50)	\$ 1,111.75	\$ 842.75	\$ 557.43	\$ (1,269.00)	\$ 829.57	\$ 542.25	\$ 1,283.80	\$ 5,802.82		
		\$ 205,409.32												
	Month Total			\$ (194.50)	\$ 27,284.79	\$ 109,983.57	\$ 29,845.51	\$ (1,269.00)	\$ 17,654.17	\$ 542.25	\$ 26,521.28	YTD Income	\$ 166,304.57	
												YTD Expense	\$ 190,379.20	

Lawrence Public Library
Balance Sheet
As of August 31, 2019

	<u>Aug 31, 19</u>	<u>Aug 31, 18</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
MIP Operating Funds	1,909,625.33	1,657,697.89	251,927.44	15.2%
Checking	58,723.54	177,141.31	-118,417.77	-66.9%
Capital Improvement at MIP	675,859.38	607,997.86	67,861.52	11.2%
Total Checking/Savings	<u>2,644,208.25</u>	<u>2,442,837.06</u>	<u>201,371.19</u>	<u>8.2%</u>
Total Current Assets	<u>2,644,208.25</u>	<u>2,442,837.06</u>	<u>201,371.19</u>	<u>8.2%</u>
Other Assets				
Petty Cash	<u>1,240.75</u>	<u>1,240.75</u>	<u>0.00</u>	<u>0.0%</u>
Total Other Assets	<u>1,240.75</u>	<u>1,240.75</u>	<u>0.00</u>	<u>0.0%</u>
TOTAL ASSETS	<u>2,645,449.00</u>	<u>2,444,077.81</u>	<u>201,371.19</u>	<u>8.2%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	<u>62,144.69</u>	<u>41,431.01</u>	<u>20,713.68</u>	<u>50.0%</u>
Total Accounts Payable	<u>62,144.69</u>	<u>41,431.01</u>	<u>20,713.68</u>	<u>50.0%</u>
Other Current Liabilities				
Payroll Liabilities	<u>35,972.88</u>	<u>2,867.84</u>	<u>33,105.04</u>	<u>1,154.4%</u>
Total Other Current Liabilities	<u>35,972.88</u>	<u>2,867.84</u>	<u>33,105.04</u>	<u>1,154.4%</u>
Total Current Liabilities	<u>98,117.57</u>	<u>44,298.85</u>	<u>53,818.72</u>	<u>121.5%</u>
Total Liabilities	<u>98,117.57</u>	<u>44,298.85</u>	<u>53,818.72</u>	<u>121.5%</u>
Equity				
Opening Bal Equity	300,635.22	300,635.22	0.00	0.0%
Retained Earnings	920,087.66	745,817.14	174,270.52	23.4%
Net Income	<u>1,326,608.55</u>	<u>1,353,326.60</u>	<u>-26,718.05</u>	<u>-2.0%</u>
Total Equity	<u>2,547,331.43</u>	<u>2,399,778.96</u>	<u>147,552.47</u>	<u>6.2%</u>
TOTAL LIABILITIES & EQUITY	<u>2,645,449.00</u>	<u>2,444,077.81</u>	<u>201,371.19</u>	<u>8.2%</u>

**Lawrence Public Library
Revenues & Expenses
August 2019**

	<u>Aug 19</u>
Ordinary Income/Expense	
Income	
Coffee Shop Rent	1,500.00
Interest	3,840.65
Meeting Room Fees	1,750.00
Merchandise Sales	542.25
Overdues	12,136.07
Photo Copies	3,848.39
Total Income	<u>23,617.36</u>
Gross Profit	23,617.36
Expense	
Payroll Expenses	249,886.46
Payroll Taxes	38,925.31
Utilities - Electric	7,131.84
Building Supplies	2,297.71
Building Repairs & Maintenance	546.47
Library & Office Supplies	3,131.66
Books & Materials	60,000.21
Processing Supplies	3,960.25
Equipment	356.42
Technology	71,940.16
Shipping	899.76
Professional Development	2,498.67
Bookvan & Mileage	181.92
Program Expense	1,499.60
Professional Fees	2,412.15
Advertising	6,132.34
Miscellaneous	-118.73
FOUNDATION FUNDING	16,928.70
FRIENDS FUNDING	8,295.29
Total Expense	<u>476,906.19</u>
Net Ordinary Income	<u>-453,288.83</u>
Net Income	<u><u>-453,288.83</u></u>

Lawrence Public Library Vendor Balance Summary

All Transactions

	Sep 13, 19
Acco Brands	260.00
Advance Insurance Company	623.04
Air Filter Plus	548.08
Allen Press	2,592.02
Amazon	2,661.26
ASI	50.00
Baker & Taylor, Inc.	265.01
Bob's Janitorial Service	200.00
Carnegie Library of Pittsburgh	19.95
Center Point Large Print	45.69
Century Business Technologies	784.04
Dell Marketing L.P.	6,142.54
Demco, Inc.	1,796.50
Designed Business Interiors	137.00
EBSCO	2,484.00
EnvisionWare Inc.	1,502.20
Gale/Cengage Learning	106.35
GovConnection, Inc.	25,032.06
Ingram Library Services	20,138.57
Interstate Elevator, Inc.	191.84
Intuit	29.90
Jayhawk Trophy Co., Inc.	53.25
Jayhawk Tropical Fish	300.00
Johnson County Community College	24.00
Johnson County Library	15.99
Kanopy LLC	1,297.00
Kansas Library Association	500.00
Kaplan	550.00
Kenton County Public Library	13.99
KONE Inc.	2,633.76
Lawrence Sign Up LLC	656.14
Mid-Continent Public Library	15.95
Midwest Tape	15,452.14
Mize Houser	5,790.00
NEKLS	407.00
OCLC, Inc.	5,588.74
Ottenheimer Library	14.22
OverDrive	5,942.44
Pro Print Inc.	414.00
Pur-O-Zone, Inc.	596.47
Quill Corporation	953.14
Recorded Books	213.00
Sally McVey	25.00
Shannon Polly & Associates	1,800.00
Snap Promotions	322.52
Southern Maryland Regional Library	29.96
Sunflower Music Therapy	50.00
Tech Electronics	210.00
U.S. Bank - Mastercard	8,070.92
Unique Management Services	535.20
United Parcel Service	997.33
VISA 5372	1,424.02
Washburn University	300.00
Westar	7,188.43
Wichita Public Library	37.78
Withers	381.15
Worldpay Integrated Payments	246.38
Yuma County Library District	7.20
TOTAL	128,667.17

12:15 PM
09/12/19

Lawrence Public Library
Check Detail
September 2019

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Electronic	09/16/2019	Advance Insurance Company	Checking	
Bill	October 20...	09/12/2019		Group Life Insurance	-623.04
TOTAL					-623.04
Bill Pmt -Check	Electronic	09/16/2019	ASI	Checking	
Bill	August 2019	09/04/2019		Professional Fees	-50.00
TOTAL					-50.00
Bill Pmt -Check	Electronic	09/16/2019	Intuit	Checking	
Bill	Bill Pay	09/10/2019		Professional Fees	-29.90
TOTAL					-29.90
Bill Pmt -Check	Electronic	09/16/2019	United Parcel Service	Checking	
Bill	1369	09/12/2019		Shipping	-997.33
TOTAL					-997.33
Bill Pmt -Check	Electronic	09/16/2019	VISA 5372	Checking	
Bill		09/10/2019		Advertising	-2.68
				Supplies	-12.00
				Sound & Vision	-1,119.92
				Harrison Fund	-289.42
TOTAL					-1,424.02
Bill Pmt -Check	Electronic	09/16/2019	Westar	Checking	
Bill		09/10/2019		Utilities - Electric	-7,188.43
TOTAL					-7,188.43
Bill Pmt -Check	Electronic	09/16/2019	Worldpay Integrated Payments	Checking	
Bill	August 2019	09/10/2019		Credit Card Processing	-246.38
TOTAL					-246.38
Bill Pmt -Check	8725	09/18/2019	Acco Brands	Checking	
Bill	2862855	09/10/2019		Library & Office Suppli...	-260.00
TOTAL					-260.00

12:15 PM
09/12/19

Lawrence Public Library
Check Detail
September 2019

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	8726	09/18/2019	Air Filter Plus	Checking	
Bill	375251	08/29/2019		Building Supplies	-548.08
TOTAL					-548.08
Bill Pmt -Check	8727	09/18/2019	Allen Press	Checking	
Bill	20364	08/29/2019		Advertising FOUNDATION FUNDI...	-1,351.64 -1,240.38
TOTAL					-2,592.02
Bill Pmt -Check	8728	09/18/2019	Baker & Taylor, Inc.	Checking	
Bill	2034755761	08/30/2019		Processing Supplies	-0.30
Bill	2034755760	08/30/2019		Books & Materials	-76.95
Bill	2034734120	08/30/2019		Processing Supplies	-4.96
Bill	2034734119	08/30/2019		Books & Materials	-78.69
Bill	2034733423	08/30/2019		Processing Supplies	-0.05
Bill	2034733422	08/30/2019		Books & Materials	-16.14
Bill	5015692853	09/12/2019		Books & Materials	-86.98
Bill	5015692854	09/12/2019		Processing Supplies	-0.94
TOTAL					-265.01
Bill Pmt -Check	8729	09/18/2019	Bob's Janitorial Service	Checking	
Bill	6354	08/29/2019		Building Repairs & Mai...	-200.00
TOTAL					-200.00
Bill Pmt -Check	8730	09/18/2019	Carnegie Library of Pittsburgh	Checking	
Bill	574930	09/10/2019		Overdues	-19.95
TOTAL					-19.95
Bill Pmt -Check	8731	09/18/2019	Center Point Large Print	Checking	
Bill	1716691	08/30/2019		Books & Materials	-25.32
Bill	1712445	09/12/2019		Books & Materials	-20.37
TOTAL					-45.69
Bill Pmt -Check	8732	09/18/2019	Century Business Technologies	Checking	
Bill	532236	08/29/2019		Copying	-15.00
Bill	534137	09/10/2019		Copying	-769.04
TOTAL					-784.04

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	8733	09/18/2019	Dell Marketing L.P.	Checking	
Bill	103297421...	08/29/2019		Supplies	-4,560.90
				Supplies	-1,581.64
TOTAL					-6,142.54
Bill Pmt -Check	8734	09/18/2019	Demco, Inc.	Checking	
Bill	6657221	08/16/2019		Advertising	-118.05
Bill	6669705	09/10/2019		Processing Supplies	-658.56
Bill	6674052	09/10/2019		Cotte Gift	-1,019.89
TOTAL					-1,796.50
Bill Pmt -Check	8735	09/18/2019	EBSCO	Checking	
Bill	100010718...	08/29/2019		Public Access	-2,484.00
TOTAL					-2,484.00
Bill Pmt -Check	8736	09/18/2019	EnvisionWare Inc.	Checking	
Bill	INV-US-42...	08/30/2019		Software & Licenses	-1,502.20
TOTAL					-1,502.20
Bill Pmt -Check	8737	09/18/2019	Gale/Cengage Learning	Checking	
Bill	67713546	08/30/2019		Books & Materials	-22.39
Bill	67687888	08/30/2019		Books & Materials	-83.96
TOTAL					-106.35
Bill Pmt -Check	8738	09/18/2019	GovConnection, Inc.	Checking	
Bill	57032624	08/29/2019		Supplies	-15,668.10
				MIDCO	-4,178.16
Bill	57072626	09/10/2019		MIDCO	-5,185.80
TOTAL					-25,032.06
Bill Pmt -Check	8739	09/18/2019	Ingram Library Services	Checking	
Bill	41503787	08/29/2019		Books & Materials	-17.06
				YA/YS Programs-Wei...	-122.45
Bill	41220786	08/29/2019		Processing Supplies	-30.22
Bill	41427897	08/29/2019		Books & Materials	-23.48
				YA/YS Programs-Wei...	-384.60
Bill	41503792	08/30/2019		GMARY	-717.84
Bill	41503793	08/30/2019		GMARY	-39.36
Bill	41618547	08/30/2019		Processing Supplies	-47.35
Bill	41663288	08/30/2019		Processing Supplies	-38.43
Bill	41585769	08/30/2019		Processing Supplies	-52.07
Bill	41565885	08/30/2019		Processing Supplies	-102.01
Bill	41603135	08/30/2019		Processing Supplies	-0.15

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Type	Num	Date	Name	Account	Paid Amount
Bill	41548369	08/30/2019		Processing Supplies	-26.07
Bill	41540278	08/30/2019		Processing Supplies	-27.73
Bill	41503791	08/30/2019		Processing Supplies	-6.89
Bill	41481154	08/30/2019		Processing Supplies	-0.30
Bill	41481152	08/30/2019		Processing Supplies	-26.73
Bill	41503789	08/30/2019		Processing Supplies	-414.01
Bill	41492649	08/30/2019		Processing Supplies	-77.89
Bill	41453343	08/30/2019		Processing Supplies	-7.37
Bill	41453345	08/30/2019		Processing Supplies	-0.30
Bill	41436882	08/30/2019		Processing Supplies	-0.15
Bill	41436884	08/30/2019		Processing Supplies	-0.15
Bill	41465570	08/30/2019		Processing Supplies	-8.60
Bill	41436880	08/30/2019		Processing Supplies	-43.31
Bill	41416308	08/30/2019		Processing Supplies	-4.73
Bill	41416306	08/30/2019		Processing Supplies	-13.11
Bill	41388112	08/30/2019		Processing Supplies	-0.45
Bill	41388114	08/30/2019		Processing Supplies	-0.60
Bill	41411135	08/30/2019		Processing Supplies	-19.00
Bill	41388110	08/30/2019		Processing Supplies	-115.50
Bill	41618546	08/30/2019		Books & Materials	-374.48
Bill	41663287	08/30/2019		Books & Materials	-442.23
Bill	41585768	08/30/2019		Books & Materials	-577.23
Bill	41565884	08/30/2019		Books & Materials	-786.52
Bill	41603134	08/30/2019		Books & Materials	-36.00
Bill	41548368	08/30/2019		Books & Materials	-350.69
Bill	41540277	08/30/2019		Books & Materials	-149.71
Bill	41503790	08/30/2019		Books & Materials	-72.60
Bill	41481153	08/30/2019		Books & Materials	-26.98
Bill	41481151	08/30/2019		Books & Materials	-321.08
Bill	41503788	08/30/2019		Books & Materials	-3,102.84
Bill	41492648	08/30/2019		Books & Materials	-517.92
Bill	41453342	08/30/2019		Books & Materials	-75.89
Bill	41453344	08/30/2019		Books & Materials	-23.36
Bill	41436881	08/30/2019		Books & Materials	-10.77
Bill	41436883	08/30/2019		Books & Materials	-10.77
Bill	41465569	08/30/2019		Books & Materials	-160.63
Bill	41436879	08/30/2019		Books & Materials	-467.24
Bill	41416304	08/30/2019		Books & Materials	-14.55
Bill	41416307	08/30/2019		Books & Materials	-83.26
Bill	41416305	08/30/2019		Books & Materials	-207.49
Bill	41388108	08/30/2019		Books & Materials	-7.40
Bill	41388111	08/30/2019		Books & Materials	-30.60
Bill	41388113	08/30/2019		Books & Materials	-40.18
Bill	41411134	08/30/2019		Books & Materials	-175.76
Bill	41388109	08/30/2019		Books & Materials	-897.82
Bill	41822379	09/12/2019		Processing Supplies	-34.05
Bill	41801657	09/12/2019		Processing Supplies	-0.15
Bill	41801655	09/12/2019		Processing Supplies	-221.23
Bill	41795957	09/12/2019		Processing Supplies	-82.02
Bill	41768572	09/12/2019		Processing Supplies	-48.90
Bill	41768574	09/12/2019		Processing Supplies	-0.15
Bill	41738044	09/12/2019		Processing Supplies	-111.55
Bill	41738042	09/12/2019		Processing Supplies	-63.42
Bill	41738046	09/12/2019		Processing Supplies	-0.45
Bill	41686982	09/12/2019		Processing Supplies	-13.61
Bill	41699735	09/12/2019		Processing Supplies	-20.34
Bill	41686984	09/12/2019		Processing Supplies	-19.97
Bill	41649969	09/12/2019		Processing Supplies	-134.32
Bill	41649971	09/12/2019		Processing Supplies	-0.30
Bill	41649973	09/12/2019		Processing Supplies	-33.48
Bill	41738048	09/12/2019		GMARY	-9.84
Bill	41738047	09/12/2019		GMARY	-198.00

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Type	Num	Date	Name	Account	Paid Amount
Bill	41822378	09/12/2019		Books & Materials	-396.17
Bill	41801656	09/12/2019		Books & Materials	-16.79
Bill	41801654	09/12/2019		Books & Materials	-1,849.45
Bill	41795956	09/12/2019		Books & Materials	-515.84
Bill	41768571	09/12/2019		Books & Materials	-466.15
Bill	41768570	09/12/2019		Books & Materials	-7.92
Bill	41768573	09/12/2019		Books & Materials	-14.99
Bill	41738043	09/12/2019		Books & Materials	-1,365.48
Bill	41738041	09/12/2019		Books & Materials	-710.37
Bill	41738045	09/12/2019		Books & Materials	-39.55
Bill	41686981	09/12/2019		Books & Materials	-98.93
				Library & Office Suppli...	-18.24
Bill	41699734	09/12/2019		Books & Materials	-177.68
Bill	41686983	09/12/2019		Books & Materials	-355.54
Bill	41649970	09/12/2019		Books & Materials	-28.76
Bill	41649972	09/12/2019		Books & Materials	-292.92
Bill	41649968	09/12/2019		Books & Materials	-1,460.10
TOTAL					-20,138.57
Bill Pmt -Check	8740	09/18/2019	Interstate Elevator, Inc.	Checking	
Bill	19471	09/10/2019		Building Repairs & Mai...	-191.84
TOTAL					-191.84
Bill Pmt -Check	8741	09/18/2019	Jayhawk Trophy Co., Inc.	Checking	
Bill	64803	08/29/2019		Miscellaneous	-9.25
Bill	64611	08/29/2019		Miscellaneous	-15.00
Bill	64645	08/29/2019		Library & Office Suppli...	-29.00
TOTAL					-53.25
Bill Pmt -Check	8742	09/18/2019	Jayhawk Tropical Fish	Checking	
Bill	98363	09/10/2019		Aquarium Maintenance	-300.00
TOTAL					-300.00
Bill Pmt -Check	8743	09/18/2019	Johnson County Community ...	Checking	
Bill	ILL 197004...	08/30/2019		Overdues	-24.00
TOTAL					-24.00
Bill Pmt -Check	8744	09/18/2019	Johnson County Library	Checking	
Bill	ILL 196982...	09/10/2019		Overdues	-15.99
TOTAL					-15.99
Bill Pmt -Check	8745	09/18/2019	Kanopy LLC	Checking	
Bill	165554-PPU	09/12/2019		Books & Materials	-1,297.00
TOTAL					-1,297.00

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	8746	09/18/2019	Kenton County Public Library	Checking	
Bill	117656	08/29/2019		Overdues	-13.99
TOTAL					-13.99
Bill Pmt -Check	8747	09/18/2019	KONE Inc.	Checking	
Bill	959348205	09/12/2019		Building Repairs & Mai...	-2,633.76
TOTAL					-2,633.76
Bill Pmt -Check	8748	09/18/2019	Lawrence Sign Up LLC	Checking	
Bill	12625	08/29/2019		Advertising	-299.72
Bill	12282	08/29/2019		Equipment	-356.42
TOTAL					-656.14
Bill Pmt -Check	8749	09/18/2019	Mid-Continent Public Library	Checking	
Bill	ILL 197056...	08/30/2019		Overdues	-15.95
TOTAL					-15.95
Bill Pmt -Check	8750	09/18/2019	Midwest Tape	Checking	
Bill	97827120	08/30/2019		Books & Materials	-369.91
Bill	97827122	08/30/2019		Books & Materials	-42.73
Bill	97826129	08/30/2019		Books & Materials	-948.95
				Books & Materials	-67.48
Bill	97848660	08/30/2019		Books & Materials	-490.31
Bill	97848388	08/30/2019		Books & Materials	-88.88
Bill	97821582	08/30/2019		Books & Materials	-313.40
Bill	97821580	08/30/2019		Books & Materials	-73.58
Bill	97796170	08/30/2019		Books & Materials	-554.65
Bill	97796171	08/30/2019		Books & Materials	-262.93
Bill	97794966	08/30/2019		Books & Materials	-60.38
Bill	97794968	08/30/2019		Books & Materials	-97.46
Bill	97783913	08/30/2019		Books & Materials	-29.99
Bill	97790873	08/30/2019		Books & Materials	-80.22
Bill	97790871	08/30/2019		Books & Materials	-11.24
Bill	97877897	09/12/2019		Processing Supplies	-387.00
Bill	97875502	09/12/2019		Books & Materials	-8,987.60
Bill	97890940	09/12/2019		Books & Materials	-591.39
Bill	97890941	09/12/2019		Books & Materials	-264.95
Bill	97888379	09/12/2019		Books & Materials	-56.23
Bill	97888377	09/12/2019		Books & Materials	-50.21
Bill	97884057	09/12/2019		Books & Materials	-22.49
Bill	97884055	09/12/2019		Books & Materials	-106.70
Bill	97884058	09/12/2019		Books & Materials	-176.19
Bill	97859323	09/12/2019		Books & Materials	-369.91
Bill	97859322	09/12/2019		Books & Materials	-701.65
Bill	97852133	09/12/2019		Books & Materials	-116.22
Bill	97852131	09/12/2019		Books & Materials	-129.49
TOTAL					-15,452.14

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	8751	09/18/2019	Mize Houser	Checking	
Bill	359	09/10/2019		Accounting	-5,790.00
TOTAL					-5,790.00
Bill Pmt -Check	8752	09/18/2019	NEKLS	Checking	
Bill	8-27-19	09/10/2019		Processing Supplies	-407.00
TOTAL					-407.00
Bill Pmt -Check	8753	09/18/2019	OCLC, Inc.	Checking	
Bill	679915	09/10/2019		Collections	-5,588.74
TOTAL					-5,588.74
Bill Pmt -Check	8754	09/18/2019	OverDrive	Checking	
Bill	06809CO1...	08/30/2019		Salkind Gift	-252.36
Bill	06809CO1...	08/30/2019		Salkind Gift	-190.46
Bill	06809DA1...	08/30/2019		Books & Materials	-404.94
Bill	06809CO1...	08/30/2019		Books & Materials	-825.12
Bill	06809CO1...	08/30/2019		Books & Materials	-876.40
Bill	06809DA1...	08/30/2019		Books & Materials	-500.35
Bill	06809CO1...	08/30/2019		Books & Materials	-592.99
Bill	06809CO1...	08/30/2019		Books & Materials	-593.49
Bill	06809CO1...	08/30/2019		Books & Materials	-386.15
Bill	06809CO1...	08/30/2019		Books & Materials	-1,320.18
TOTAL					-5,942.44
Bill Pmt -Check	8755	09/18/2019	Pro Print Inc.	Checking	
Bill	100353	08/29/2019		Processing Supplies	-94.00
Bill	100348	08/29/2019		Library & Office Suppli...	-320.00
TOTAL					-414.00
Bill Pmt -Check	8756	09/18/2019	Pur-O-Zone, Inc.	Checking	
Bill	786528	08/29/2019		Building Supplies	-415.27
Bill	785468	08/29/2019		Building Supplies	-181.20
TOTAL					-596.47

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	8757	09/18/2019	Quill Corporation	Checking	
Bill	9675021	08/29/2019		Library & Office Suppli...	-298.22
				Children's Programming	-49.59
Bill	9009878	08/29/2019		Library & Office Suppli...	-8.69
Bill	9780684	09/10/2019		Processing Supplies	-122.55
Bill	9775277	09/10/2019		Processing Supplies	-74.87
Bill	9874720	09/10/2019		Children's Programming	-25.08
Bill	9879680	09/10/2019		Children's Programming	-112.66
Bill	9849526	09/10/2019		Advertising	-102.96
Bill	9792817	09/10/2019		Children's Programming	-21.99
Bill	9737656	09/10/2019		Children's Programming	-136.53
TOTAL					-953.14
Bill Pmt -Check	8758	09/18/2019	Recorded Books	Checking	
Bill	76504690	08/30/2019		Books & Materials	-61.65
Bill	76501387	08/30/2019		Books & Materials	-74.25
Bill	76510699	09/12/2019		Books & Materials	-15.45
Bill	76509853	09/12/2019		Books & Materials	-61.65
TOTAL					-213.00
Bill Pmt -Check	8759	09/18/2019	Shannon Polly & Associates	Checking	
Bill	1260	08/30/2019		Admin. Dept.	-1,800.00
TOTAL					-1,800.00
Bill Pmt -Check	8760	09/18/2019	Snap Promotions	Checking	
Bill	19070501	08/29/2019		Library & Office Suppli...	-112.36
Bill	19072507	08/30/2019		Advertising	-210.16
TOTAL					-322.52
Bill Pmt -Check	8761	09/18/2019	Tech Electronics	Checking	
Bill	1190828399	09/10/2019		Building Repairs & Mai...	-210.00
TOTAL					-210.00
Bill Pmt -Check	8762	09/18/2019	U.S. Bank - Mastercard	Checking	
Bill		09/10/2019		Adult Services	-957.31
				Youth Services Dept.	-90.00
				Admin. Dept.	-377.08
				Bookvan & Mileage	-135.07
				Adult Programming	-33.97
				Children's Programming	-55.38
				Children's Programming	-10.95
				Children's Programming	-679.45
				Young Adult Program...	-2.49
				Young Adult Program...	-22.05
				Young Adult Program...	-79.98
				Professional Fees	-697.36

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Type	Num	Date	Name	Account	Paid Amount
				Shipping	-117.99
				Library & Office Suppli...	-65.78
				Advertising	-122.00
				Advertising	-236.52
				Advertising	-457.64
				Advertising	-208.00
				Advertising	-1,193.78
				Building Supplies	-238.61
				Building Repairs & Mai...	-411.56
				Telephone	-542.99
				Supplies	-120.19
				FOUNDATION FUNDI...	-126.21
				FOUNDATION FUNDI...	-98.11
				Harrison Fund	-150.19
				FOUNDATION FUNDI...	-56.66
				Sound & Vision	-512.62
				MIDCO	-159.84
				Books & Materials	-30.81
				Periodicals	-49.75
				Block Grant	-30.58
TOTAL					-8,070.92
Bill Pmt -Check	8763	09/18/2019	Unique Management Services	Checking	
Bill	558359	09/10/2019		Professional Fees	-186.15
Bill	558358	09/10/2019		Professional Fees	-349.05
TOTAL					-535.20
Bill Pmt -Check	8764	09/18/2019	Washburn University	Checking	
Bill	102	08/29/2019		Professional Fees	-300.00
TOTAL					-300.00
Bill Pmt -Check	8765	09/18/2019	Wichita Public Library	Checking	
Bill	REFUND	08/29/2019		Overdues	-37.78
TOTAL					-37.78
Bill Pmt -Check	8766	09/18/2019	Withers	Checking	
Bill	205994	09/10/2019		Building Supplies	-381.15
TOTAL					-381.15
Check	28578	09/04/2019	Spreer, Tanner	Checking	
				Miscellaneous	-181.93
TOTAL					-181.93

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	28579	09/16/2019	Amazon	Checking	
Bill	7675440	08/29/2019		Library & Office Suppli...	-7.74
Bill	750243	08/29/2019		FOUNDATION FUNDI...	-431.97
Bill	7531475	08/29/2019		Processing Supplies	-23.88
Bill	3363424	08/29/2019		Young Adult Program...	-16.94
Bill	4781819	08/29/2019		Library & Office Suppli...	-38.61
Bill	1596224	08/29/2019		Advertising	-71.92
Bill	3144216	08/29/2019		FOUNDATION FUNDI...	-425.00
Bill	6736214	08/29/2019		Building Supplies	-26.94
Bill	6736214	08/29/2019		Building Supplies	-32.55
Bill	1596224	08/29/2019		Advertising	-79.62
Bill	8374653	08/29/2019		Processing Supplies	-99.98
Bill	986784698...	08/29/2019		Library & Office Suppli...	-13.77
Bill	753378774...	08/29/2019		Children's Programming	-3.88
Bill	8318638	08/30/2019		Books & Materials	-64.72
Bill	8318638	08/30/2019		Books & Materials	-12.11
				Books & Materials	-93.41
Bill	1115434	08/30/2019		Books & Materials	-100.88
Bill	8289063	08/30/2019		Books & Materials	-33.84
Bill	9804207	08/30/2019		Books & Materials	-72.77
Bill	0125823	08/30/2019		Books & Materials	-7.82
Bill	0370666	08/30/2019		Books & Materials	-19.57
				Books & Materials	-29.29
Bill	8216861	08/30/2019		Books & Materials	-24.95
Bill	8629860	08/30/2019		Books & Materials	-50.94
				Books & Materials	-395.73
				Books & Materials	-36.52
Bill	6381860	08/30/2019		Books & Materials	-28.15
Bill	4176204	08/30/2019		Books & Materials	-18.95
				Books & Materials	-5.99
Bill	0625051	09/12/2019		Books & Materials	-23.58
				Books & Materials	-126.92
				Books & Materials	-19.98
Bill	0625051	09/12/2019		Books & Materials	-9.82
Bill	5016206	09/12/2019		Books & Materials	-11.68
Bill	0625051	09/12/2019		Books & Materials	-97.23
Bill	0807466	09/12/2019		Books & Materials	-11.97
Bill	1109013	09/12/2019		Books & Materials	-5.69
Bill	8077857	09/12/2019		Books & Materials	-13.12
Bill	8629860	09/12/2019		Books & Materials	-49.94
Bill	0367400	09/12/2019		Books & Materials	-5.39
Bill	1052205	09/12/2019		Books & Materials	-9.62
Bill	5407443	09/12/2019		Books & Materials	-7.88
TOTAL					-2,661.26
Bill Pmt -Check	28580	09/16/2019	Designed Business Interiors	Checking	
Bill	16799	09/12/2019		Library & Office Suppli...	-137.00
TOTAL					-137.00
Bill Pmt -Check	28581	09/16/2019	Kansas Library Association	Checking	
Bill	9-2019	09/10/2019		Membership & Dues	-500.00
TOTAL					-500.00

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	28582	09/16/2019	Kaplan	Checking	
Bill	KPE51795...	08/29/2019		YA/YS Programs-Wei...	-550.00
TOTAL					-550.00
Bill Pmt -Check	28583	09/16/2019	Ottenheimer Library	Checking	
Bill	REFUND	08/29/2019		Overdues	-14.22
TOTAL					-14.22
Bill Pmt -Check	28584	09/16/2019	Sally McVey	Checking	
Bill	Yoga 8-14-...	08/29/2019		KHF Grant Expenses	-25.00
TOTAL					-25.00
Bill Pmt -Check	28585	09/16/2019	Southern Maryland Regional L...	Checking	
Bill	REFUND	08/29/2019		Overdues	-29.96
TOTAL					-29.96
Bill Pmt -Check	28586	09/16/2019	Sunflower Music Therapy	Checking	
Bill	Storytime	09/12/2019		Children's Programming	-50.00
TOTAL					-50.00
Bill Pmt -Check	28587	09/16/2019	Yuma County Library District	Checking	
Bill	REFUND	08/29/2019		Overdues	-7.20
TOTAL					-7.20

Lawrence Public Library

Monthly Statistical Summary--July 2019

INDICATOR	July		Percent	YTD	YTD	Percent
	2019	2018	Change	2019	2018	Change
			2018-2019			2018-2019

SUMMARY RATIOS

Service Area Population	100,736	99,496	1%			
User Visits per Capita	7.61	7.79	-2%			
Reference Transactions per Capita	1.55	1.76	-12%			
Program Attendance per Capita	0.70	0.62	13%			
Circulation per Capita	13.91	14.14	-2%			
Circulation per Visit	1.83	1.82	1%			
Total Holdings per Capita	2.03	2.04	0%			
% of Lawrence Residents Registered	58%	56%	4%			

(Active Cardholders Only)

Circulation--Adult Total	77,212	77,074	0%	500,674	497,248	1%
Circulation--Young Adult Total	4,814	5,043	-5%	28,766	26,980	7%
Circulation--Youth Total	34,730	35,160	-1%	211,181	209,009	1%
Circulation--Total	116,756	117,277	0%	740,621	733,237	1%

Reference Transactions	13,033	14,609	-11%	79,221	86,930	-9%
Public Computer Usage	8,865	10,188	-13%	52,533	58,189	-10%
User Visits	63,881	64,550	-1%	388,549	396,432	-2%
LPL Web Site Visits	20,842	19,937	5%	138,281	136,470	1%

Holdings--Added	3,046	2,868	6%	21,116	21,348	-1%
Holdings--Withdrawn	5,568	3,241	72%	23,827	21,420	11%
Holdings--Total	204,386	202,865	1%			

Cardholders Added	699	707	-1%			
Active Cardholders--Total	741,947	67,684	996%			

Total Programs	122	122	0%	790	805	-2%
Total Program Attendance	5,843	5,164	13%	36,304	40,042	-9%
Public Uses of Meeting Rooms	1,106	817	35%	6,218	6,774	-8%

Total Paid Staff (FTE)	68.69	65.31	5%			
Total Number of Employees	94	86	9%			

Lawrence Public Library

Monthly Statistical Report--July 2019

	July		Percent		YTD	YTD	Percent
	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
OUTPUT MEASURES							
Service Area Population	100,736	99,496	1%				
User Visits per Capita	7.61	7.79	-2%				
Reference Transactions per Capita	1.55	1.76	-12%				
Program Attendance per Capita	0.70	0.62	12%				
Circulation per Capita	13.91	14.14	-2%				
Total Holdings per Capita	2.03	2.04	0%				
Collection Turnover--Total	6.95	7.03	-1%				
Collection Turnover--Adult	7.31	7.25	1%				
Collection Turnover--Young Adult	4.65	5.29	-12%				
Collection Turnover--Youth	6.67	6.89	-3%				
Collection Turnover--Audiovisual	12.48	12.25	2%				
CIRCULATION OF LIBRARY MATERIALS							
Circulation--Adult Books and NF Videos	37964	37089	2%		239446	237669	1%
Circulation--Adult Periodicals	1060	1079	-2%		7120	6489	10%
Circulation--Adult Feature Films & TV Shows	23717	25555	-7%		162223	165294	-2%
Circulation--Electronic Games	1905	1971	-3%		11708	12518	-6%
Circulation--Adult Music CDs	4158	4373	-5%		29111	33626	-13%
Circulation--Adult Audio Books and Books on CD	8263	6892	20%		50248	41226	22%
Circulation--eReaders	0	9	-100%		7	60	-88%
Circulation--Other New	145	106	37%		811	366	122%
Circulation--Adult Total	77212	77074	0%		500674	497248	1%
Circulation--YA Books and Videos	4188	4535	-8%		24774	24286	2%
Circulation--YA Periodicals	10	26	-62%		27	67	-60%
Circulation--YA Audio Books and Books on CD	616	482	28%		3965	2627	51%
Circulation--YA Total	4814	5043	-5%		28766	26980	7%
Circulation--Youth Books and Videos	32227	32468	-1%		195056	193840	1%
Circulation--Youth Periodicals	102	131	-22%		636	863	-26%
Circulation--Youth Music CDs	468	441	6%		2668	2865	-7%
Circulation--Youth Audio Books and Books on CD	1933	2120	-9%		12821	11441	12%
Circulation--Youth Total	34730	35160	-1%		211181	209009	1%

Lawrence Public Library	July		Percent		YTD	YTD	Percent
Monthly Statistical Report	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
Circulation--Bookmobile	1489	1108	34%		8311	6729	24%
Circulation--Book Lockers	1110	1093	2%		7149	6788	5%
Circulation--Total Books	74379	74092	0%		459276	455795	1%
Circulation--Total Periodicals	1172	1236	-5%		7783	7419	5%
Circulation--Total Audiovisual + Digital	42921	44073	-3%		285322	280484	2%
Circulation Total	116756	117277	0%		740621	733237	1%
Staff Assisted Circulation	4612	4337	6%		30016	27950	7%
Self Check Circulation	80063	84794	-6%		510785	531188	-4%
Percent Self Check	95%	95%	-1%		94%	95%	-1%
Online Renewals	16785	16760	0%		106609	106090	0%
Other Staff Checkouts	126	102	24%		912	802	14%
Requests Placed	21245	21252	0%		143754	140298	2%
Requests Filled	19664	19925	-1%		130623	126850	3%
Requests Unclaimed	2856	2942	-3%		18925	18354	3%
Interlibrary Loan Items Borrowed for LPL Patrons	513	464	11%		2841	3200	-11%
Interlibrary Loan Items Loaned from LPL Collection	671	621	8%		4107	3803	8%
OTHER LIBRARY SERVICES							
User Visits	63881	64550	-1%		388549	396432	-2%
Public Computer Usage	8865	10188	-13%		52533	58189	-10%

Lawrence Public Library	July		Percent		YTD	YTD	Percent
Monthly Statistical Report	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
Adult Reference Transactions	1446	1525	-5%		9154	10553	-13%
Young Adult Reference Transactions	1296	1536	-16%		7028	6702	5%
Youth Reference Transactions	1897	2320	-18%		9705	10368	-6%
IT Desk	1329	1610	-17%		9050	10274	-12%
Welcome Desk	1333	2332	-43%		8764	14574	-40%
Phone Calls	1856	1545	20%		13792	12069	14%
Accounts Desk	3876	3741	4%		21728	22390	-3%
Total Reference Transactions	13033	14609	-11%		79221	86930	-9%
Public-Sponsored Uses of Meeting Rooms	1106	817	35%		6218	6774	-8%
Website Users	20842	19937	5%		138281	136470	1%
Website Sessions	51351				343303		
RESOURCES							
Holdings--Total	204386	202865	1%				
Holdings--Adult	128584	129324	-1%				
Holdings--Young Adult	12463	11481	9%				
Holdings--Youth	63339	62060	2%				
Holdings--Audiovisual	41273	43166	-4%				
Holdings--eReaders	1	10	-90%				
Holdings Added	3046	2868	6%		21116	21348	-1%
Holdings Withdrawn (Weeded)	5568	3241	72%		23827	21420	11%
Holdings Net Change	-1488	590	-352%		240	4606	-95%
LIBRARY PATRONS							
Total Active Cardholders	71947	67684	6%				
Cardholders Added	699	707	-1%		4570	4609	-1%
Cardholders Transacting	15891	15578	2%		102776	97472	5%
Percent of Cardholders Transacting	22%	23%	-4%				
Total Number of Lawrence Residents Registered	58596	55319	6%				
Percent of Lawrence Residents Registered	58%	56%	5%				

Lawrence Public Library	July		Percent		YTD	YTD	Percent
Monthly Statistical Report	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
PROGRAMMING							
Number of Adult Programs	22	27	-19%		155	230	-33%
Number of Young Adult Programs	12	16	-25%		117	98	19%
Number of Youth Programs	88	79	11%		518	477	9%
Total Programs	122	122	0%		790	805	-2%
Adult Program Attendance	1142	324	252%		6181	9043	-32%
Young Adult Program Attendance	308	236	31%		3444	4257	-19%
Youth Program Attendance	4393	4604	-5%		26679	26742	0%
Total Program Attendance	5843	5164	13%		36304	40042	-9%
STAFFING							
Total Paid Staff, in Full-Time Equivalents	68.69	65.31	5%				
ALA-MLS Librarians, in Full-Time Equivalents	17.55	17.37	1%				
Number of Employees--Total	94	86	9%				
Number of Employees--Full-Time	47	45	4%				
Number of Employees--Part-Time	47	41	15%				
Terminations	3	3	0%		14	8	75%
Hirings	2	1	100%		20	10	100%
Volunteer Hours	1020.4	1096.1	-7%		5750.9	5514.4	4%

Lawrence Public Library

Monthly Statistical Summary--August 2019

INDICATOR	August		Percent	YTD	YTD	Percent
	2019	2018	Change	2019	2018	Change
			2018-2019			2018-2019

SUMMARY RATIOS

Service Area Population	100,736	99,496	1%			
User Visits per Capita	6.83	7.01	-3%			
Reference Transactions per Capita	1.44	1.66	-13%			
Program Attendance per Capita	0.30	0.27	11%			
Circulation per Capita	13.08	13.12	0%			
Circulation per Visit	1.92	1.87	2%			
Total Holdings per Capita	2.03	2.03	0%			
% of Lawrence Residents Registered	45%	56%	-20%			

Circulation--Adult Total	74,419	74,312	0%	575,093	571,560	1%
Circulation--Young Adult Total	4,286	3,965	8%	33,052	30,945	7%
Circulation--Youth Total	31,126	30,479	2%	242,307	239,488	1%
Circulation--Total	109,831	108,756	1%	850,452	841,993	1%

Reference Transactions	12,068	13,738	-12%	91,289	100,668	-9%
Public Computer Usage	8,161	9,591	-15%	60,694	67,780	-10%
User Visits	57,310	58,126	-1%	445,859	454,558	-2%
LPL Web Site Visits	19,806	19,232	3%	158,087	155,702	2%

Holdings--Added	3,019	3,500	-14%	24,135	24,848	-3%
Holdings--Withdrawn	3,569	4,483	-20%	27,396	25,903	6%
Holdings--Total	203,994	202,179	1%			

Cardholders--Added	672	867	-22%			
Active Cardholders--Total	55,360	68,290	-19%			

Total Programs	64	63	2%	854	868	-2%
Total Program Attendance	2,541	2,233	14%	38,845	42,275	-8%
Public Uses of Meeting Rooms	1,077	924	17%	7,295	7,698	-5%

Total Paid Staff (FTE)	68.66	66.17	4%			
Total Number of Employees	95	88	8%			

Lawrence Public Library

Monthly Statistical Report--August 2019

	August		Percent		YTD	YTD	Percent
	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
OUTPUT MEASURES							
Service Area Population	100,736	99,496	1%				
User Visits per Capita	6.83	7.01	-3%				
Reference Transactions per Capita	1.44	1.66	-13%				
Program Attendance per Capita	0.30	0.27	12%				
Circulation per Capita	13.08	13.12	0%				
Total Holdings per Capita	2.03	2.03	0%				
Collection Turnover--Total	6.55	6.54	0%				
Collection Turnover--Adult	7.04	7.04	0%				
Collection Turnover--Young Adult	4.22	4.13	2%				
Collection Turnover--Youth	5.99	5.96	1%				
Collection Turnover--Audiovisual	12.26	11.77	4%				
CIRCULATION OF LIBRARY MATERIALS							
Circulation--Adult Books and NF Videos	36228	35869	1%		275674	273538	1%
Circulation--Adult Periodicals	1065	1316	-19%		8185	7805	5%
Circulation--Adult Feature Films & TV Shows	23523	24177	-3%		185746	189471	-2%
Circulation--Electronic Games	1630	1711	-5%		13338	14229	-6%
Circulation--Adult Music CDs	3803	4427	-14%		32914	38053	-14%
Circulation--Adult Audio Books	8062	6705	20%		58310	47931	22%
Circulation--eReaders	0	9	-100%		7	69	-90%
Circulation--Other New	108	98	10%		919	464	98%
Circulation--Adult Total	74419	74312	0%		575093	571560	1%
Circulation--YA Books and NF Videos	3700	3552	4%		28474	27838	2%
Circulation--YA Periodicals	22	6	267%		49	73	-33%
Circulation--YA Audio Books	564	407	39%		4529	3034	49%
Circulation--YA Total	4286	3965	8%		33052	30945	7%
Circulation--Youth Books and NF Videos	28720	27956	3%		223776	221796	1%
Circulation--Youth Periodicals	112	136	-18%		748	999	-25%
Circulation--Youth Music CDs	496	531	-7%		3164	3396	-7%
Circulation--Youth Audio Books	1798	1856	-3%		14619	13297	10%
Circulation--Youth Total	31126	30479	2%		242307	239488	1%

Lawrence Public Library	August		Percent		YTD	YTD	Percent
Monthly Statistical Report	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
Circulation--Bookmobile	1593	1284	24%		9904	8013	24%
Circulation--Book Lockers	1034	1023	1%		8183	7811	5%
Circulation--Total Books	68648	67556	2%		527924	527896	0%
Circulation--Total Periodicals	1199	1458	-18%		8982	11296	-20%
Circulation--Total Audiovisual	41950	42013	0%		327272	322497	1%
Circulation Total	109831	108756	1%		850452	904339	-6%
Staff Assisted Circulation	4905	4195	17%		34921	32145	9%
Self Check Circulation	73542	77367	-5%		584327	608555	-4%
Percent Self Check	94%	95%	-1%		94%	95%	-1%
Online Renewals	16198	15782	3%		122807	122691	0%
Other Staff Checkouts	95	148	-36%		1007	950	6%
Requests Placed	21851	20849	5%		165605	161147	3%
Requests Filled	19450	19195	1%		150073	146045	3%
Requests Unclaimed	2769	2956	-6%		21694	21310	2%
Interlibrary Loan Items Borrowed for LPL Patrons	554	518	7%		3395	3718	-9%
Interlibrary Loan Items Loaned from LPL Collection	553	591	-6%		4660	4394	6%
OTHER LIBRARY SERVICES							
User Visits	57310	58126	-1%		445859	454558	-2%
Public Computer Usage	8161	9591	-15%		60694	67780	-10%

Lawrence Public Library	August		Percent		YTD	YTD	Percent
Monthly Statistical Report	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
Adult Reference Transactions	1652	1462	13%		10806	12015	-10%
Young Adult Reference Transactions	1027	1365	-25%		8055	8067	0%
Youth Reference Transactions	1793	1733	3%		11498	12101	-5%
IT Desk	1233	1590	-22%		10283	11864	-13%
Welcome Desk	1211	2291	-47%		9975	16865	-41%
Phone Calls	1804	1404	28%		15596	13473	16%
Accounts Desk	3348	3893	-14%		25076	26283	-5%
Total Transactions	12068	13738	-12%		91289	100668	-9%
Public-Sponsored Uses of Meeting Rooms	1077	924	17%		7295	7698	-5%
Website Users	19806	19232	3%		158087	155702	2%
Website Sessions	48078				391381		
RESOURCES							
Holdings--Total	203994	202179	1%				
Holdings--Adult	128578	128370	0%				
Holdings--Young Adult	12245	11555	6%				
Holdings--Youth	63171	62254	1%				
Holdings--Audiovisual	41066	42822	-4%				
Holdings--eReaders	0	10	-100%				
Holdings Added	3019	3500	-14%		24135	24848	-3%
Holdings Withdrawn (Weeded)	3569	4483	-20%		27396	25903	6%
Holdings Net Change	-392	-686	-43%		-152	3920	
LIBRARY PATRONS							
Total Active Cardholders	55360	68290	-19%				
Cardholders Added	672	867	-22%		5242	5476	-4%
Cardholders Transacting	15526	15408	1%		118302	112880	5%
Percent of Cardholders Transacting	28%	23%	24%				
Total Number of Lawrence Residents Registered	45354	55787	-19%				
Percent of Lawrence Residents Registered	45%	56%	-20%				

Lawrence Public Library	August		Percent		YTD	YTD	Percent
Monthly Statistical Report	2019	2018	Change		2019	2018	Change
			2018-2019				2018-2019
PROGRAMMING							
Number of Adult Programs	17	22	-23%		172	252	-32%
Number of Young Adult Programs	9	12	-25%		126	110	15%
Number of Youth Programs	38	29	31%		556	506	10%
Total Programs	64	63	2%		854	868	-2%
Adult Program Attendance	1002	514	95%		7183	9557	-25%
Young Adult Program Attendance	276	507	-46%		3720	4764	-22%
Youth Program Attendance	1263	1212	4%		27942	27954	0%
Total Program Attendance	2541	2233	14%		38845	42275	-8%
STAFFING							
Total Paid Staff, in Full-Time Equivalents	68.66	66.17	4%				
ALA-MLS Librarians, in Full-Time Equivalents	17.55	17.37	1%				
Number of Employees--Total	95	88	8%				
Number of Employees--Full-Time	47	46	2%				
Number of Employees--Part-Time	48	42	14%				
Terminations	5	3	67%		19	11	73%
Hirings	2	3	N/A		22	13	69%
Volunteer Hours	657.6	764.2	-14%		6408.5	6278.6	2%

JULY:Lynda.com

Active Users - 2459

New Users - 29

Total Log ins - 454

Users who logged in - 128

Total Views - 4095

Hours Viewed - 264.08

Hours viewed per user who logged in - 2.06

Hours viewed per log in - .58

Kanopy

Visits - 4971

Pages - 6101

Plays - 989

Users - 962

AUGUSTLynda.com

Active Users - 2490

New Users - 31

Total Log ins - 553

Users who logged in - 148

Total Views - 3318

Hours Viewed - 207.27

Hours viewed per user who logged in - 1.4

Hours viewed per log in - .37

Kanopy

Visits - 4657

Pages - 5634

Plays - 1024

Users - 928

Library Director's Report for September 2019

780s Series was a Success!

Mavis Staples graced the stage of Liberty Hall on August 21 for a spirited discussion with KU Professor Randal Jelks, marking the fourth installation of our 780s Series. We estimated about 350 people in attendance. Ms. Staples was a delight and we received many compliments on the event.

KU Interns Return

Three of our four interns from the Office of Diversity and Equity will be returning to the library soon. There is a possibility that a new intern or two may join them. Our previous point person on this project, Kierstin McMichael, left KU to attend graduate school in St. Louis. Annie McBride is taking over her role coordinating with us. I look forward to Michelle, Kevin, and Emilio returning to work at the library this fall.

Humanities Kansas updates

On August 23, I met with Humanities Kansas Executive Director Julie Mulvihill. We discussed some ideas she had about increasing the amount of books written about famous Kansans of color. It's a great idea that the library might try to partner with Humanities Kansas to make happen.

Since the Lawrence Journal World article was published about my appointment to the Humanities Kansas board by Governor Kelly, I cannot tell you how many congratulations I have received around town. Truly, many people in Lawrence value the humanities and seem thrilled to have our town's library director serve on the Humanities Kansas board. It has been unexpected and humbling to receive so many congratulations on this appointment. I look forward to my first Humanities Kansas board meeting in Abilene on October 3-4.

Respectfully submitted by Brad Allen, September 12, 2019

Monthly Departmental Reports

September 2019

New Staff

- Marketing is hiring a full-time Marketing Assistant II. The job posting is live on the website and [Indeed](#), and has been shared widely on social media. Review of applications begins 9/20/2019.
- Technology has added Tanner Spreer as a Technology Assistant II on 8/19/2019. (Tanner replaces Hieu Nguyen who filled the position for a short time before deciding to move to be closer to his family.)

New Services

- Hy-Vee on 6th Street where we currently have our lockers is slated to close on November 3. We are investigating our options, but currently don't know what the future of the lockers or the remote book drop will be.

New Collections

- Collection News: The catalogers completed a reclass of the nonfiction 200's. The official Dewey editors released an alternative arrangement that puts less emphasis on Christianity and better disburses non-Christian religions in the range. Catalogers completed the relabeling project of all available items on the shelf within one week, and are updating items that are being returned.

New Software/Hardware

- [Orange Boy](#), the new software Marketing started using in July, has been working behind the scenes to develop patron profiles based on types of materials they check out (takes 3 months to see patterns.) We can see patron names, just like we can in Symphony, but we can't see what anyone is checking out. The user profiles are called "clusters" and examples include *Bedtime Stories* (fans of kids books), *Page Turners* (fans of General Fiction and Genre), and *Double Feature* (DVD borrowers). With this new insight into what patrons are interested in, Marketing can start tailoring communications to specific interests rather than the one-size-fits-all bi-weekly

eNewsletter. DCP (Marketing, Foundation, Friends, and Events) will meet with Orange Boy, Tuesday, September 24 to begin our next steps in applying what we've learned. Eventually, patrons who sign up for library cards will get a welcome email with options to select things they're interested in hearing about. Using Orange Boy, Marketing will begin developing tailored messaging. Very exciting!

- 38 new Lenovo M715 workstations have arrived and will soon be used to replace older staff computers (30) and older public access computers (8).

New Partnerships

- The Sustainability Office for the City of Lawrence has reached out to work with the library on creating a variety of programs and activities to support their recent outreach grant. We will be meeting soon to start the planning process.

New Programs/Series

- African-American Read-In
 - Staff from our programming group are working with the NAACP to feature programming centered around African-American and Black authors this next February.
- Off the Page, Onto the Screen
 - Colton Schubert in youth services is starting a new book and movie club for teens utilizing our book club in a bag service and our movie license. The first program will be on 9/28 featuring the graphic novel and movie *The Death of Superman*.

Reports on Signature Events

- Summer Reading Numbers
 - We had a total of 3,443 people complete summer reading this year.
 - We saw decreases in 0-11 and adults age groups, but an increase in the teen summer reading!
- 780s Series with Mavis Staples
 - Approximately 400 people attended the 780s Series program at Liberty Hall with Mavis Staples on Wednesday, August 21st. She was interviewed by Randal

Jelks, KU Professor of American Studies and African American Studies.

Continuing Education/Professional Organization Participation

- Info Services staff and Aaron Brumley attended a job search training session provided by the Lawrence Workforce Center.
- Heather Kearns is headed to [LMCC](#) (Library Marketing and Communications Conference) in Saint Louis, MO from November 13-14, 2019. This conference is designed for library employees involved in marketing, communication, public relations, social media, and outreach in academic, public, and special libraries, and explores issues that are important for this niche of library work.
- Melissa Fisher Isaacs and Hazlett Henderson attended the Digital Directions conference in Overland Park to learn about strategies for preservation of digitized and born-digital cultural heritage materials.
- Jeff Bergeron, Erica Segraves, Heather Kearns, Polli Kenn, Melissa Fisher Isaacs, Sherri Turner, Brad Allen, Kathleen Morgan and Tricia Karlin attended an online workshop "Other duties as assigned" which presented strategies for cross-training staff and preparing them for changing job duties.
- Karen Allen, Jenny Cook, and Centi Clogston attended the Youth Mental Health First Aid at Bert Nash on August 27.
- Karen Allen will be attending The Leadership Edge workshop in KC September 24-26.
- Kathleen Morgan will be attending Lead for Change at the Kansas Leadership Center in Wichita September 17-20.
- Polli Kenn moderated a webinar panel for librarians and readers with four Historical Fiction authors, sponsored by Booklist and Penguin Random House, on August 29th.
- Polli Kenn will be teaching a session on Readers' Advisory for attendees of the South East Kansas Library in-service on September 18th.

Policy and Procedures

- Updates have been made to large meeting room procedures. The rooms are now locked when not in use. Rooms will be opened and bookings for use made upon request. This helps us manage the room resources more effectively.

Foundation Director's Report – September 13, 2019

- **New Library Card Holders.** Thanks to the recent addition of a Friends/Foundation checkbox on the library card application form, we are pleased to report that the Foundation and Friends are now automatically receiving emails of new library card holders. In the last month along, we received 172 new email contacts for our database. We will send a welcome message to these individuals that explains the important work of the Friends and Foundation in an effort to get them more engaged with the library. The goal is to increase the number of library donors, volunteers and advocates. This system has been very successful in other public libraries.
- **Merger Update.** The Friends & Foundation merger steering committee will meet again on September 27. We are happy to report that we have the by-laws, policies, procedures and legal documents done. Work continues on marketing, the new website, a celebration party and board makeup. The goal is to have all components ready to discuss at public meetings on November 14 and 17. We're on the homestretch!
- **Keep Retirement Weird.** We are looking forward to the September 15th Keep Retirement Weird" event. We hope you'll join us from 2 pm to 4 pm for demonstrations and exhibits, and at 4:30 pm for a concert from Brave Combo (please bring a lawn chair). More than 50 businesses and organizations are participating in this event that provides unique and off-kilter opportunities for retirees to explore. We are so grateful to US Bank, Blue Cross and Blue Shield of Kansas, LMH Health and the Douglas County Community Foundation for making this event possible. In addition, representatives from the Kansas Health Foundation will travel from Wichita to present the library is a giant \$25,000 check for the Retirement Boot Camp classes that will begin in October. I will give you a full report at Monday's meeting.
- **Kansas Leadership Center Training.** Thanks to a Rotary scholarship, I will be attending the "Lead for Change" workshop in Wichita from September 17-20. This is a follow up series of classes to the training Brad and I attended last year in Kansas City, Kansas. It's more intensive and provides five sessions with a job coach, which I am really excited about. One of the requirements is identifying a "leadership challenge" to work through while you're at the workshop. The challenge I submitted is the implementation of the Friends and Foundation merger in 2020. It's a great opportunity to identify possible issues, and outline a strong game plan to ensure that it is successful. It's a fantastic opportunity for the library and for me professionally.
- **Pending Grant Applications:**
 - Douglas County Community Foundation: \$4,000 for 2020 Census support