

Lawrence Public Library Board of Trustees Regular Meeting
Monday, July 19, 2021 at 4:30 PM
Zoom Meeting
[Zoom meeting link](#)

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 these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- Approve Library Board meeting minutes for June
- Approve Treasurer's report for June
- Approve bills for June 21 to July 18
- Receive statistical report for June

Library Director's report

Friends & Foundation report

New Business

- Return to In-Person Board meetings – DISCUSSION

Old Business

Adjournment

DRAFT - Lawrence Public Library
Regular Board Meeting
June 21, 2021

Venue: The meeting was held via Zoom.

Board Members Present:

Sarah Goodwin-Thiel (Chair), Mayor Mayor Brad Finkeldei, Kevan Vick, Jennifer Bonilla-Scotten, Judy Keller, David Vance, Susan Kang, Ursula Minor

Staff Members Present:

Brad Allen, Kathleen Morgan, Erica Segraves, Aaron Brumley, Jon Ratzlaff, Heather Kearns, Tricia Karlin

Friends and Foundation Members Present:

Rachel Rademacher

Members of the public Present: Emily Curl, University of Kansas School of Journalism student, Chad Lawhorn, Lawrence Journal World, J. Thornburg.

Call to order:

Sarah called the meeting to order at 4:31 p.m.

Consent Agenda:

Kevan Vick moved the consent agenda be approved, Brad F. seconded. Consent agenda passed.

Susan Kang joined the meeting at 4:33 p.m.

Introductions:

All staff and trustees, Chad Lawhorn, and Emily Curl introduced themselves to the newest trustee, Susan Kang.

Ursula joined the meeting at 4:36

Library Director's Report:

- On June 1st, the library moved to BLUE services phase, progressing further towards standard operations. There are now no time constraints on the length of patron visits; limited seating is available; study rooms are open; computer lab has returned to the lower level; both floors are open. That day was our biggest checkout day since July of 2019
- Lawrence Douglas County Health changed the library guidelines on masks, no longer *requiring* masks be worn, and instead now *recommending* masks. The library implemented the change on Friday, June 18th.
- Denise Berkley, the library's bookkeeper for almost 25 years will be retiring at the end of September. It will be a huge change; the library relies on her very much.
- Sarah remarked on the new phase of library pandemic services, thanking the library staff for our work and dedication in these past months.

Friends and Foundation (F&F) Report

- Rachel presented the report:
 - The June book sale turned out fabulously - they raised almost \$4,000, or nearly \$1,000 more than the sale in May. Access to the book garage was at full capacity (20 persons) during the entire length of the sale. There are two more *2nd Saturday Sales* coming up in July and August
 - The Kansas Health Foundation did not fund the Friends and Foundation grant application for a continuation of the Retirement Boot Camp program series. They had originally funded it as a pilot project (\$25,000 for 2 years) and it has been a very popular series. This latest grant application had requested support for an expansion of the program. Kathleen noted that the application was turned down, due to the granting authority's concern that it didn't expand our capacity as an organization. She and Cathy Hamilton have a couple of ideas for other grantors. They have built a standing list of 310 regular attendees. During the pandemic, it was such an important offering because a lot of the regulars relied on it for social connection. Kathleen is determined to figure something out to keep this popular program going.
 - The F&F received a \$10,000 gift from a local family, which will be used to establish a program for recurring gifts. If donors commit to give a monthly gift, their donations will be matched out of this \$10,000 gift.
 - F&F Board will take a field trip in July to see the new outreach vehicle being designed by Nils Gore's students in the KU School of Architecture. The date of the field trip will be shared with the library board of trustees in case they would like to see how the bookvan is progressing.
- Kathleen noted that she met in person with the Johnson County, Topeka, and KCMO library foundation directors in June. This is a great opportunity to share ideas.
- Kathleen and Logan attended the International Public Library Fundraising Conference and saw a great session on DEI and fundraising data. She is planning to apply what she learned here.

New Business

- **2022 Budget Update and Recommendation**

Last week, the City updated its numbers for estimated tax revenue for the 2022 budget. The property valuation increase came in lower than expected, at 2.4%. This will result in the smallest overall budget increase in Brad's tenure as library director, and it will affect the salary, payroll tax, and benefits budget lines as those were targeted to benefit from any increased funding. The benefits budget line reflected a 10% increase to cover a rise in health insurance costs (in 2021 this cost increased by 8.5%). There will not be much left for increasing salaries and wages.

Brad A. noted that his understanding is that the library board was not considering a mill increase. He also said that he thinks the City is planning on a flat mill for its budget, and if the library asked for a mill increase, we would be out of sync with the City. Brad F. confirmed that as of now there are no plans to raise the mill levy for the city budget, but he qualified this by noting that a)the City Commission hasn't seen the proposed budget yet, and b)he is only one of the five commissioners.

There was discussion about the fact that the current year's revenues had gone up slightly due to a fund balance transfer from the City (more revenue had been collected than had been estimated). Susan K. asked if that would be a possibility in 2022. Brad said that as he understands it, the process for fund balance transfers now lags one year; the earliest the library will be informed that there are additional monies due via a fund balance transfer will be in November of 2022 and it will likely not be available for spending until January of 2023.

Brad asked the board if they wanted to keep the mill flat and submit this budget. He said that he would prefer not to submit this budget, as it means no salary increases in 2022, which will put salaries even farther behind market rate. He would like to pay staff more. However, it was agreed that the library needs a good data-based proposal before asking for a mill increase to raise salaries, and that is not available at this point.

David made a motion to approve the budget based on a flat mill with projected revenues of \$5,022,000. Judy seconded the motion. Motion carried.

- **Classification and Compensation Study**

Brad noted that the last compensation and classification study for the library was done in 2014, and it is past time for a new one. The library has a great opportunity to work with McGrath Human Resources Group, the firm that has recently worked on the city's compensation study. The City has agreed that the city's compensation data may be accessed so that it can serve as a point of comparison with the library's compensation and benefits. This is a unique opportunity to be able to compare library compensation with another local government entity. McGrath will also research compensation and benefits at other public libraries.

Erica noted that the 2014 Springsted compensation and scoring database that the library currently uses to classify positions is outdated (it currently runs on Microsoft Access 2016). The McGrath data output is Excel-based and will be more suitable for use into the future.

Susan K. asked what the outcome of the last compensation study was. Brad noted that it helped salaries move forward and we probably reached 80 to 85% of the market rate. It gave the library some leverage to increase salaries, but we are still lagging the market.

Brad F. noted that the current City Commission is making use of the McGrath study for city employee salary review. If the library is looking at a mill levy increase in the near future to support library wages, then the timing of a library study aligns well - that same information will be available.

Jennifer asked if the goal is to make the library a city department. Brad said that has never been discussed with the City. Rather, he would suggest that when you have a local government salary schedule to compare with, it seems appropriate for library staff to be paid in a similar, equitable way. He noted that at previous libraries he has worked for, he has never seen a director have to fight for staff to be paid a decent market rate. LPL staff are chronically paid less than market rates, so the salary study comparisons will provide a good baseline.

After the study is complete, the community will need to have a conversation about how they value and thus compensate library staff in comparison with other city government employees.

- **Board Orientation**

Susan Goodwin-Thiel presented the board orientation packet. In the discussion of qualifications for joining the board, she noted that anyone from the community can apply to be on the library board of trustees.

David Vance noted that board members have the responsibility to be advocates for the community and also for staff.

Sarah noted that one of the officer titles has been changed from Secretary/Treasurer to Treasurer. This latter title reflects the responsibility of that office more accurately, as a member of the library staff is appointed to record meetings instead of a board officer. She consulted with Mike McDonald at NEKLS to be sure that this change was allowable..

Sarah thanked Heather for the new logo for the Library Board of Trustees and Kathleen for sharing the F&F orientation packet to help guide the creation of the library board's.

She charged board presidents to be responsible for ensuring that the orientation packet is regularly updated and stored in a location that ensures easy access by board members.

Old Business

- **Trustee Training**

Brad noted that a quorum of board members needs to complete trustee training so the library meets NEKLS accreditation requirements. Sarah Goodwin-Thiel, Judy Keller, and Susan Kang have completed the requisite training. Other board members are requested to inform Brad when they have finished. Once five members have completed training, the requirement will be met and Brad will notify NEKLS.

- **Revision to Board packet is required.**

Brad noted that we need to revise the board orientation packet (included in the Board packet) to remove phone numbers of library board members that were not intended to be accessible to the general public. He will revise it and this version will replace the packet currently posted on the library's website.

Adjournment

There being no other business, Judy moved to adjourn the meeting. Urusla seconded the motion. Motion passed. The meeting adjourned at 5:35 p.m.

The next regular Board meeting will be held Monday, July 19, 2021. Location to be determined.

Respectfully submitted,
Tricia Karlin

LAWRENCE PUBLIC LIBRARY									
Regular Budget Report									
June 2021									
REVENUES		This Month	Year to Date	Annual Budget	50% of Year		Jun-20		YTD 2020
Tax Fund		\$ 1,907,237.96	\$ 4,712,674.39	\$ 4,978,000.00	94.67%		\$ 1,734,128.01		\$ 4,454,851.50
Overdues		\$ 1,505.91	\$ 9,920.84	\$ 15,000.00	66.14%		\$ 670.34		\$ 7,606.33
NEKLS		\$ 23,250.25	\$ 46,500.50	\$ 95,000.00	48.95%		\$ 23,000.00		\$ 48,000.00
State Aid		\$ -	\$ 27,911.86	\$ 25,000.00	111.65%		\$ -		\$ 27,991.57
Photo Copies		\$ 1,194.00	\$ 3,295.27	\$ 5,000.00	65.91%		\$ 6.75		\$ 4,779.54
Coffee Shop Rent		\$ -	\$ -	\$ -	#DIV/0!		\$ -		\$ 1,500.00
Meeting Room Fees		\$ -	\$ -	\$ -	#DIV/0!		\$ -		\$ (25.00)
Interest		\$ 9.13	\$ 86.00	\$ 2,000.00	4.30%		\$ 12.18		\$ 2,271.24
Transfer from Cash Reserves			\$ -	\$ 50,000.00					
Miscellaneous		\$ 54.91	\$ 4,045.26	\$ -			\$ -		\$ 374.85
Total Revenues		\$1,933,252.16	\$4,804,434.12	\$5,170,000.00	92.93%		\$1,757,817.28		\$4,547,350.03
EXPENSES									
Salaries & Wages		\$ 241,795.79	\$ 1,380,869.04	\$ 2,865,000.00	48.20%		\$ 222,967.59		\$ 1,369,637.43
Employee Benefits		\$ 36,527.46	\$ 215,643.30	\$ 460,000.00	46.88%		\$ 26,300.04		\$ 161,249.95
Payroll Taxes		\$ 40,558.77	\$ 238,173.52	\$ 500,000.00	47.63%		\$ 37,315.38		\$ 230,750.17
Utilities		\$ 6,279.27	\$ 40,363.28	\$ 100,000.00	40.36%		\$ 5,714.49		\$ 41,610.77
Building Supplies		\$ 1,734.02	\$ 9,153.82	\$ 20,000.00	45.77%		\$ 1,588.46		\$ 9,518.00
Building Repairs & Maintenance		\$ 7,365.99	\$ 39,915.99	\$ 55,000.00	72.57%		\$ 8,773.36		\$ 46,916.64
Library Supplies		\$ 7,599.43	\$ 16,865.76	\$ 25,000.00	67.46%		\$ 4,211.14		\$ 10,627.60
Books & Materials		\$ 59,839.73	\$ 312,089.45	\$ 710,000.00	43.96%		\$ 42,626.15		\$ 300,492.17
Processing Supplies		\$ 5,984.95	\$ 20,402.76	\$ 54,000.00	37.78%		\$ 1,295.13		\$ 18,173.85
Equipment		\$ -	\$ 14,090.00	\$ 10,000.00	140.90%		\$ -		\$ 11,153.99
Technology		\$ 67,406.68	\$ 146,936.93	\$ 250,000.00	58.77%		\$ 13,653.49		\$ 70,322.51
Insurance		\$ -	\$ 13,556.50	\$ 16,000.00	84.73%		\$ -		\$ 11,547.50
Shipping		\$ 908.35	\$ 10,069.61	\$ 18,000.00	55.94%		\$ 5,016.10		\$ 10,826.23
Professional Development		\$ 1,695.16	\$ 7,908.12	\$ 30,000.00	26.36%		\$ 1,800.00		\$ 7,556.16
Book Van & Mileage		\$ 314.40	\$ 871.04	\$ 2,000.00	43.55%		\$ 97.76		\$ 707.39
Professional Fees		\$ 5,141.53	\$ 19,593.46	\$ 25,000.00	78.37%		\$ 845.41		\$ 14,491.52
Advertising & Marketing		\$ 3,951.53	\$ 18,953.22	\$ 30,000.00	63.18%		\$ 627.43		\$ 8,987.79
Capital Improvements		\$ 19,368.24	\$ 19,368.24	\$ -	#DIV/0!		\$ -		
Miscellaneous		\$ (152.47)	\$ (711.85)	\$ -			\$ (523.85)		\$ 727.82
Total Expenses		\$ 506,318.83	\$ 2,524,112.19	\$ 5,170,000.00	48.82%		\$ 372,308.08		\$ 2,325,297.49
CASH BALANCES									
	Cash Reserves	\$ 88,320.52	Included in checking amount (\$50,237.56 from 2019; \$33,382.96 from 2020)						
	Checking	\$ 3,211,712.49							
	Capital Improvement	\$ 774,115.71							

Lawrence Public Library											
2021 Outside Funding Report											
			1/1/2021	April	April	May	May	June	June		
			AMOUNT	Income	Spending	Income	Spending	Income	Spending	Remaining	
FRIENDS & FOUNDATION											
	KPR-Advertising		\$ 1,102.50						\$ 450.00	\$ 652.50	
	Summer Reading - ALL		\$ 894.63		\$ 6,478.64		\$ 5,690.48	\$ 14,502.14	\$ 11,308.19	\$ (11,270.54)	
	Aquarium		\$ 418.01		\$ 600.00				\$ 397.16	\$ 2,120.85	
	Kanopy		\$ (4,673.00)		\$ 2,400.00		\$ 2,389.00	\$ 12,000.00	\$ 2,666.00	\$ 11,523.00	
	Volunteers		\$ 705.63							\$ 705.63	
	Block Grant & General Endowment		\$ 270,866.70	\$ 42,000.00	\$ 64,700.00		\$ 2,074.00	\$ 105,802.39	\$ 2,505.90	\$ 297,219.34	
	Programming		\$ -		\$ 1,225.12		\$ 1,568.52		\$ 450.97	\$ 13,410.84	
	Kansas Health Foundation		\$ 1,685.71						\$ 112.97	\$ 1,572.74	
	Salaries/Taxes - Isaman/Hyde		\$ -	\$ 23,322.51	\$ 8,393.49		\$ 8,130.51		\$ 8,552.83	\$ (25,076.83)	
	Foundation Expenses to be reimbursed		\$ -	\$ 8.73				\$ 11.59		\$ 11.59	
	Parks Posters Income/Expenses		\$ -	\$ (233.25)						\$ 23.18	
	Census - Winter Family		\$ -							\$ -	
	Salkind for E-books		\$ 58.60					\$ 11,125.00		\$ 11,183.60	
	Weinberg/Jedel YS/YA		\$ 18,414.04				\$ 486.95			\$ 17,721.45	
	Milliken Fund		\$ 524.98		\$ 8.73		\$ 200.00	\$ 2,700.00		\$ 2,959.41	
	Sound & Vision		\$ -					\$ 1,350.00	\$ 99.00	\$ 1,251.00	
	Camin Memorial		\$ 242.79							\$ 242.79	
	Storytime @Home/Juanita Marsh		\$ 803.42							\$ 758.99	
	Seed Library		\$ 809.34						\$ 238.93	\$ 570.41	
	Crowe Fund		\$ 266.49				\$ 21.40		\$ 88.70	\$ (11.25)	
	Local History/Coan		\$ 3,306.65							\$ 3,306.65	
	MIDCO/Peterson		\$ 18,093.87	\$ 9,000.00						\$ 27,093.87	
	Simpson Grant		\$ 3,002.92	\$ 4,000.00						\$ 3,602.92	
	Dean Owens - YA College & Career		\$ 2,920.00							\$ 2,920.00	
	Coggins - Outreach		\$ 6,449.07		\$ 2,014.61		\$ 63.20			\$ 4,161.26	
	Digital Resources- NEKLS/Jedel/F&F		\$ 12,000.00							\$ 12,000.00	
	Eggert Bequest for Bonuses		\$ 8,138.99							\$ 8,138.99	
	Hoopla		\$ -					\$ 30,000.00		\$ 30,000.00	
	Picture Book Room			\$ 50,000.00					\$ 7,739.00	\$ 42,261.00	
	Jedel for The Reader		\$ 1,881.71				\$ 1,881.71			\$ -	
			\$ 349,185.88	\$ 128,097.99	\$ 85,820.59	\$ -	\$ 23,778.60	\$ 177,491.12	\$ 34,609.65	\$ 459,053.39	
OTHER											
	Memorials/Honor with Books		\$ 2,130.82	\$ 827.52	\$ 34.28				\$ 999.72	\$ 1,750.94	
	ALA Teen Intern		\$ 80.37							\$ 80.37	
	Health Spot - U of K Center for Research		\$ 1,500.00							\$ 1,500.00	
	Lawrence Give Back		\$ 2,626.32							\$ 2,626.32	
	Success by Six					\$ 4,000.00			\$ 3,990.96	\$ 9.04	
	Wurfy		\$ 32.65		\$ 37.17					\$ 23.48	
	Merchandise Sales		\$ (326.70)	\$ 583.25		\$ 582.75		\$ 585.25		\$ (415.78)	
			\$ 6,043.46	\$ 1,410.77	\$ 71.45	\$ 4,582.75	\$ -	\$ 585.25	\$ 4,990.68	\$ 5,574.37	
			\$ 355,229.34								
			Month Total	\$ 129,508.76	\$ 85,892.04	\$ 4,582.75	\$ 23,778.60	\$ 178,076.37	\$ 39,600.33	YTD Income	\$ 310,769.23
										YTD Expense	\$ 201,370.81

Lawrence Public Library
Balance Sheet
As of June 30, 2021

	<u>Jun 30, 21</u>	<u>Jun 30, 20</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
MIP Operating Funds	1,476,543.93	1,264,574.39	211,969.54	16.8%
Checking	1,735,168.56	1,610,541.68	124,626.88	7.7%
Capital Improvement at MIP	774,115.71	681,473.20	92,642.51	13.6%
Total Checking/Savings	<u>3,985,828.20</u>	<u>3,556,589.27</u>	<u>429,238.93</u>	<u>12.1%</u>
Total Current Assets	<u>3,985,828.20</u>	<u>3,556,589.27</u>	<u>429,238.93</u>	<u>12.1%</u>
Other Assets				
Petty Cash	685.00	700.00	-15.00	-2.1%
Total Other Assets	<u>685.00</u>	<u>700.00</u>	<u>-15.00</u>	<u>-2.1%</u>
TOTAL ASSETS	<u>3,986,513.20</u>	<u>3,557,289.27</u>	<u>429,223.93</u>	<u>12.1%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	52,802.52	49,084.98	3,717.54	7.6%
Total Accounts Payable	<u>52,802.52</u>	<u>49,084.98</u>	<u>3,717.54</u>	<u>7.6%</u>
Other Current Liabilities				
FFCRA Disallowed	7,135.40	0.00	7,135.40	100.0%
Payroll Liabilities	-873.27	139.63	-1,012.90	-725.4%
Total Other Current Liabilities	<u>6,262.13</u>	<u>139.63</u>	<u>6,122.50</u>	<u>4,384.8%</u>
Total Current Liabilities	<u>59,064.65</u>	<u>49,224.61</u>	<u>9,840.04</u>	<u>20.0%</u>
Total Liabilities	<u>59,064.65</u>	<u>49,224.61</u>	<u>9,840.04</u>	<u>20.0%</u>
Equity				
Opening Bal Equity	300,635.22	300,635.22	0.00	0.0%
Retained Earnings	1,237,092.98	1,018,584.98	218,508.00	21.5%
Net Income	2,389,720.35	2,188,844.46	200,875.89	9.2%
Total Equity	<u>3,927,448.55</u>	<u>3,508,064.66</u>	<u>419,383.89</u>	<u>12.0%</u>
TOTAL LIABILITIES & EQUITY	<u>3,986,513.20</u>	<u>3,557,289.27</u>	<u>429,223.93</u>	<u>12.1%</u>

Lawrence Public Library Revenues & Expenses

June 2021

	<u>Jun 21</u>	<u>Jan - Jun 21</u>
Ordinary Income/Expense		
Income		
Miscellaneous Income	54.91	4,026.51
Gifts-Other	177,491.12	310,858.31
Grants	23,250.25	74,412.36
Interest	9.13	86.00
Merchandise Sales	585.25	-89.08
Lost and Replacement Fees	1,505.91	9,920.84
Photo Copies	1,194.00	3,295.27
Tax Fund	1,907,237.96	4,712,674.39
Utilities Income	0.00	18.75
Total Income	<u>2,111,328.53</u>	<u>5,115,203.35</u>
Gross Profit	2,111,328.53	5,115,203.35
Expense		
Payroll Expenses	278,323.25	1,596,512.34
Payroll Taxes	41,820.80	245,313.06
Utilities - Electric	6,279.27	40,363.28
Building Supplies	1,734.02	9,153.82
Building Repairs & Maintenance	7,365.99	39,915.99
Library & Office Supplies	7,599.43	16,865.76
Books & Materials	59,839.73	312,089.45
Processing Supplies	5,984.95	20,402.76
Equipment	0.00	14,090.00
Technology	67,406.68	146,936.93
Insurance	0.00	13,556.50
Shipping	908.35	10,069.61
Professional Development	1,695.16	7,908.12
Bookvan & Mileage	314.40	871.04
Professional Fees	5,141.53	19,593.46
Advertising	3,951.53	18,953.22
Capital Improvement Expenditure	27,107.24	27,107.24
Miscellaneous	-152.47	-711.85
FRIENDS & FOUNDATION FUNDING	30,149.30	186,042.27
FRIENDS FUNDING	<u>450.00</u>	<u>450.00</u>
Total Expense	<u>545,919.16</u>	<u>2,725,483.00</u>

Lawrence Public Library
Revenues & Expenses
June 2021

	<u>Jun 21</u>	<u>Jan - Jun 21</u>
Net Ordinary Income	1,565,409.37	2,389,720.35
Other Income/Expense		
Other Expense		
COVID-19 Expenses	<u>0.00</u>	<u>0.00</u>
Total Other Expense	<u>0.00</u>	<u>0.00</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>
Net Income	<u>1,565,409.37</u>	<u>2,389,720.35</u>

11:18 AM

07/15/21

Lawrence Public Library
Vendor Balance Summary

All Transactions

	Jul 15, 21
Advance Insurance Company	735.10
Amazon	3,345.99
ASI	50.00
Baker & Taylor, Inc.	193.72
Center Point Large Print	148.02
Century Business Technologies	745.23
Douglas County Treasurer	28.50
EBSCO	12.05
Evergy	6,675.44
Filmtools	466.20
Findaway World LLC	722.31
Gale/Cengage Learning	416.34
GovConnection, Inc.	200.00
Ingram Library Services	21,463.77
Jayhawk Trophy Co., Inc.	180.50
Jayhawk Tropical Fish	376.17
Kanopy LLC	2,451.00
KanREN	8,966.40
Kansas Suicide Prevention Headquarters	300.00
Kennedy Glass	336.00
Lawrence Rotary Club	207.00
LFK Press, LLC	1,432.65
McGrath Human Resources Group	4,000.00
Midwest Tape	15,645.07
OCLC, Inc.	11,289.26
OverDrive	15,462.87
P1 Group, Inc.	5,286.00
Pan Asian Publications Inc.	318.10
Pur-O-Zone, Inc.	864.43
Rising Son Plumbing	740.00
Round Rock Public Library	6.00
Scholastic Inc.	2,148.52
TSCPL	44.99
U.S. Bank - Mastercard	8,460.10
Unique Management Services	291.50
United Parcel Service	867.23
University of Denver	102.89
Vanguard ID Systems	6,803.38
TOTAL	121,782.73

11:39 AM
07/15/21

Lawrence Public Library
Check Detail
July 2021

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Electronic	07/19/2021	Advance Insurance Company	Checking	
Bill	August 2021	07/13/2021		Group Life Insurance	-735.10
TOTAL					-735.10
Bill Pmt -Check	Electronic	07/19/2021	ASI	Checking	
Bill	June 2021	07/03/2021		Professional Fees	-50.00
TOTAL					-50.00
Bill Pmt -Check	Electronic	07/19/2021	Evergry	Checking	
Bill		07/13/2021		Utilities - Electric	-6,675.44
TOTAL					-6,675.44
Bill Pmt -Check	Electronic	07/19/2021	U.S. Bank - Mastercard	Checking	
Bill		06/30/2021		Books & Materials	-29.86
				Technical Services	-38.84
				Adult Programming	-109.55
				Bookvan & Mileage	-160.48
				Bookvan & Mileage	-124.29
				Children's Programming	-18.92
				Children's Programming	-58.31
				Children's Programming	-18.60
				Children's Programming	-35.72
				Summer Reading - ALL	-822.46
				Young Adult Program...	-121.98
				KHF Grant Expenses	-112.52
				Professional Fees	-622.04
				Shipping	-17.92
				Processing Supplies	-237.06
				Library & Office Suppli...	-243.90
				Miscellaneous	-36.83
				Miscellaneous	-19.92
				Membership & Dues	-98.61
				Advertising	-1,943.79
				Building Supplies	-571.24
				Building Repairs & Mai...	-405.38
				Software & Licenses	-98.61
				Public Access	-173.31
				Telephone	-529.02
				Seed Library	-237.98
				Sound & Vision	-98.61
				Outreach/Coggins Fund	-108.82
				Crowe Fund	-23.41
				Block Grant	-1,265.96
Bill		07/06/2021		Books & Materials	-14.38
				Books & Materials	-12.03
				Periodicals	-49.75
TOTAL					-8,460.10

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Lawrence Public Library
Check Detail
July 2021

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Electronic	07/19/2021	United Parcel Service	Checking	
Bill	1271	07/13/2021		Shipping	-867.23
TOTAL					-867.23
Bill Pmt -Check	9146	07/19/2021	Center Point Large Print	Checking	
Bill	1862971	07/15/2021		Books & Materials	-148.02
TOTAL					-148.02
Bill Pmt -Check	9147	07/19/2021	Century Business Technologies	Checking	
Bill	594843	07/13/2021		Copying	-486.84
Bill	595056	07/13/2021		Copying	-258.39
TOTAL					-745.23
Bill Pmt -Check	9148	07/19/2021	EBSCO	Checking	
Bill	2107328	07/15/2021		Periodicals	-12.05
TOTAL					-12.05
Bill Pmt -Check	9149	07/19/2021	Filmtools	Checking	
Bill	SI-8258145	06/29/2021		Processing Supplies	-68.20
Bill	SI-8258101	06/29/2021		Processing Supplies	-398.00
TOTAL					-466.20
Bill Pmt -Check	9150	07/19/2021	Findaway World LLC	Checking	
Bill	354929	07/15/2021		Books & Materials	-722.31
TOTAL					-722.31
Bill Pmt -Check	9151	07/19/2021	Gale/Cengage Learning	Checking	
Bill	74569023	06/29/2021		Books & Materials	-93.06
Bill	74515316	06/29/2021		Books & Materials	-98.66
Bill	74653992	07/15/2021		Books & Materials	-74.87
Bill	74662603	07/15/2021		Books & Materials	-79.07
Bill	74663030	07/15/2021		Books & Materials	-51.79
Bill	74574412	07/15/2021		Books & Materials	-18.89
TOTAL					-416.34
Bill Pmt -Check	9152	07/19/2021	GovConnection, Inc.	Checking	
Bill	71425200	07/13/2021		Supplies	-200.00
TOTAL					-200.00

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Lawrence Public Library
Check Detail
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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	9153	07/19/2021	Ingram Library Services	Checking	
Bill	53568661	06/29/2021		Books & Materials	-293.57
Bill	53568663	06/29/2021		Books & Materials	-227.41
Bill	53545440	06/29/2021		Books & Materials	-1,580.67
Bill	53523873	06/29/2021		Books & Materials	-244.69
Bill	53427162	06/29/2021		Books & Materials	-11.38
Bill	53435694	06/29/2021		Books & Materials	-77.28
Bill	53535241	06/29/2021		Books & Materials	-399.38
Bill	53504997	06/29/2021		Books & Materials	-571.21
Bill	53408851	06/29/2021		Books & Materials	-366.09
Bill	53408853	06/29/2021		Books & Materials	-140.29
Bill	53445263	06/29/2021		Books & Materials	-265.42
Bill	53468959	06/29/2021		Books & Materials	-203.11
Bill	53435692	06/29/2021		Books & Materials	-467.60
Bill	53468961	06/29/2021		Books & Materials	-440.23
Bill	53427163	06/29/2021		Books & Materials	-2,068.48
Bill	53348686	06/29/2021		Books & Materials	-371.74
Bill	53372722	06/29/2021		Books & Materials	-723.02
Bill	53122702	06/29/2021		Books & Materials	-2,071.45
Bill	53568662	06/29/2021		Processing Supplies	-18.32
Bill	53568664	06/29/2021		Processing Supplies	-19.17
Bill	53545441	06/29/2021		Processing Supplies	-157.88
Bill	53523874	06/29/2021		Processing Supplies	-23.74
Bill	53435695	06/29/2021		Processing Supplies	-9.00
Bill	53535242	06/29/2021		Processing Supplies	-41.01
Bill	53504998	06/29/2021		Processing Supplies	-40.17
Bill	53408852	06/29/2021		Processing Supplies	-30.93
Bill	53408854	06/29/2021		Processing Supplies	-12.76
Bill	53445264	06/29/2021		Processing Supplies	-29.20
Bill	53468960	06/29/2021		Processing Supplies	-17.05
Bill	53435693	06/29/2021		Processing Supplies	-36.50
Bill	53468962	06/29/2021		Processing Supplies	-50.35
Bill	53427164	06/29/2021		Processing Supplies	-193.79
Bill	53348687	06/29/2021		Processing Supplies	-31.15
Bill	53372723	06/29/2021		Processing Supplies	-66.52
Bill	53122703	06/29/2021		Processing Supplies	-218.08
Bill	53774417	07/15/2021		Processing Supplies	-1.97
Bill	53774415	07/15/2021		Processing Supplies	-2.61
Bill	53774413	07/15/2021		Processing Supplies	-18.53
Bill	53730061	07/15/2021		Processing Supplies	-243.58
Bill	53688163	07/15/2021		Processing Supplies	-28.67
Bill	53730063	07/15/2021		Processing Supplies	-1.20
Bill	53711204	07/15/2021		Processing Supplies	-6.89
Bill	53720336	07/15/2021		Processing Supplies	-42.62
Bill	53668171	07/15/2021		Processing Supplies	-59.69
Bill	53642096	07/15/2021		Processing Supplies	-24.60
Bill	53700195	07/15/2021		Processing Supplies	-0.30
Bill	53642098	07/15/2021		Processing Supplies	-23.75
Bill	53660143	07/15/2021		Processing Supplies	-46.52
Bill	53620950	07/15/2021		Processing Supplies	-203.68
Bill	53620952	07/15/2021		Processing Supplies	-0.30
Bill	53650021	07/15/2021		Processing Supplies	-9.49
Bill	53606138	07/15/2021		Processing Supplies	-27.22
Bill	53626825	07/15/2021		Processing Supplies	-0.15
Bill	53583988	07/15/2021		Processing Supplies	-80.40
Bill	53774416	07/15/2021		Books & Materials	-7.79
Bill	53774414	07/15/2021		Books & Materials	-59.83
Bill	53774412	07/15/2021		Books & Materials	-190.51
Bill	53774411	07/15/2021		Books & Materials	-128.23
Bill	53730060	07/15/2021		Books & Materials	-2,035.59

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Lawrence Public Library
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Type	Num	Date	Name	Account	Paid Amount
Bill	53688162	07/15/2021		Books & Materials	-424.47
Bill	53730062	07/15/2021		Books & Materials	-111.50
Bill	53711203	07/15/2021		Books & Materials	-105.23
Bill	53720335	07/15/2021		Books & Materials	-350.51
Bill	53668170	07/15/2021		Books & Materials	-660.56
Bill	53642095	07/15/2021		Books & Materials	-271.76
Bill	53700194	07/15/2021		Books & Materials	-27.56
Bill	53642097	07/15/2021		Books & Materials	-302.36
Bill	53660142	07/15/2021		Books & Materials	-478.05
Bill	53620949	07/15/2021		Books & Materials	-2,222.11
Bill	53620951	07/15/2021		Books & Materials	-32.98
Bill	53650020	07/15/2021		Books & Materials	-138.08
Bill	53606137	07/15/2021		Books & Materials	-372.73
Bill	53626824	07/15/2021		Books & Materials	-10.77
Bill	53583987	07/15/2021		Books & Materials	-1,046.10
Bill	53583986	07/15/2021		Books & Materials	-91.92
Bill	53614183	07/15/2021		Books & Materials	-54.32
TOTAL					-21,463.77
Bill Pmt -Check	9154	07/19/2021	Jayhawk Trophy Co., Inc.	Checking	
Bill	69086	07/13/2021		Miscellaneous	-180.50
TOTAL					-180.50
Bill Pmt -Check	9155	07/19/2021	Jayhawk Tropical Fish	Checking	
Bill	995710	06/29/2021		Aquarium Maintenance	-66.17
Bill	995749	07/13/2021		Aquarium Maintenance	-310.00
TOTAL					-376.17
Bill Pmt -Check	9156	07/19/2021	Kanopy LLC	Checking	
Bill	253122-PPU	07/15/2021		Kanopy	-2,451.00
TOTAL					-2,451.00
Bill Pmt -Check	9157	07/19/2021	Kennedy Glass	Checking	
Bill	1021265	06/29/2021		Building Repairs & Mai...	-336.00
TOTAL					-336.00
Bill Pmt -Check	9158	07/19/2021	Lawrence Rotary Club	Checking	
Bill	129634	07/13/2021		Membership & Dues	-207.00
TOTAL					-207.00
Bill Pmt -Check	9159	07/19/2021	LFK Press, LLC	Checking	
Bill	21061802	07/13/2021		Summer Reading - ALL	-1,432.65
TOTAL					-1,432.65

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Lawrence Public Library
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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	9160	07/19/2021	Midwest Tape	Checking	
Bill	500626228	06/29/2021		Books & Materials	-160.96
Bill	500626227	06/29/2021		Books & Materials	-506.22
Bill	500594305	06/29/2021		Books & Materials	-263.33
Bill	500594307	06/29/2021		Books & Materials	-22.49
Bill	500594308	06/29/2021		Books & Materials	-459.56
Bill	500620484	06/29/2021		Books & Materials	-341.62
Bill	500594842	06/29/2021		Books & Materials	-53.99
Bill	500576356	06/29/2021		Books & Materials	-230.94
Bill	500594840	06/29/2021		Books & Materials	-34.99
Bill	500593999	06/29/2021		Books & Materials	-493.77
				Books & Materials	-72.73
Bill	500576354	06/29/2021		Books & Materials	-149.27
Bill	500652414	06/29/2021		Processing Supplies	-336.40
Bill	500620482	07/13/2021		Books & Materials	-130.68
Bill	500689825	07/15/2021		Books & Materials	-16.49
Bill	500689822	07/15/2021		Books & Materials	-104.18
				Books & Materials	-26.24
Bill	500689823	07/15/2021		Books & Materials	-399.87
Bill	500685152	07/15/2021		Books & Materials	-191.92
Bill	500684789	07/15/2021		Books & Materials	-138.03
Bill	500685151	07/15/2021		Books & Materials	-22.49
Bill	500661749	07/15/2021		Books & Materials	-268.37
Bill	500655894	07/15/2021		Books & Materials	-385.22
Bill	500655895	07/15/2021		Books & Materials	-62.98
Bill	500647106	07/15/2021		Books & Materials	-126.94
Bill	500647104	07/15/2021		Books & Materials	-57.70
Bill	500653721	07/15/2021		Books & Materials	-10,587.69
TOTAL					-15,645.07
Bill Pmt -Check	9161	07/19/2021	OCLC, Inc.	Checking	
Bill	1000124617	06/29/2021		Collections	-5,588.74
Bill	1000136227	07/13/2021		Collections	-5,700.52
TOTAL					-11,289.26
Bill Pmt -Check	9162	07/19/2021	OverDrive	Checking	
Bill	06809CO2...	06/29/2021		Books & Materials	-120.50
Bill	06809DA2...	06/29/2021		Books & Materials	-579.94
Bill	06809DA2...	06/29/2021		Books & Materials	-170.79
Bill	06809DA2...	06/29/2021		Books & Materials	-95.49
Bill	06809CO2...	06/29/2021		Books & Materials	-1,870.34
Bill	06809CO2...	06/29/2021		Books & Materials	-1,109.88
Bill	06809CO2...	06/29/2021		Books & Materials	-1,315.95
Bill	06809CO2...	06/29/2021		Books & Materials	-177.42
Bill	06809CO2...	06/29/2021		Books & Materials	-243.37
Bill	06809CO2...	06/29/2021		Books & Materials	-77.99
Bill	06809CO2...	06/29/2021		Books & Materials	-876.97
Bill	06809CO2...	07/15/2021		Salkind Gift	-507.31
Bill	06809CO2...	07/15/2021		Salkind Gift	-250.15
Bill	06809CO2...	07/15/2021		Books & Materials	-495.88
Bill	06809CO2...	07/15/2021		Books & Materials	-379.79
Bill	06809CO2...	07/15/2021		Books & Materials	-169.99
Bill	06809CO2...	07/15/2021		Books & Materials	-122.48
Bill	06809DA2...	07/15/2021		Books & Materials	-351.96

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Type	Num	Date	Name	Account	Paid Amount
Bill	06809DA2...	07/15/2021		Books & Materials	-391.85
Bill	06809CO2...	07/15/2021		Books & Materials	-1,029.39
Bill	06809CO2...	07/15/2021		Books & Materials	-214.48
Bill	06809CO2...	07/15/2021		Books & Materials	-264.97
Bill	06809CO2...	07/15/2021		Books & Materials	-170.50
Bill	06809CO2...	07/15/2021		Books & Materials	-127.48
Bill	06809CO2...	07/15/2021		Books & Materials	-963.40
Bill	06809CO2...	07/15/2021		Books & Materials	-1,384.52
Bill	06809DA2...	07/15/2021		Books & Materials	-593.98
Bill	06809DA2...	07/15/2021		Books & Materials	-154.99
Bill	06809CO2...	07/15/2021		Books & Materials	-1,170.63
Bill	06809CO2...	07/15/2021		Books & Materials	-80.48
TOTAL					-15,462.87
Bill Pmt -Check	9163	07/19/2021	P1 Group, Inc.	Checking	
Bill	102479	07/15/2021		Building Repairs & Mai...	-5,286.00
TOTAL					-5,286.00
Bill Pmt -Check	9164	07/19/2021	Pan Asian Publications Inc.	Checking	
Bill	U-16788	06/20/2021		Books & Materials	-318.10
TOTAL					-318.10
Bill Pmt -Check	9165	07/19/2021	Pur-O-Zone, Inc.	Checking	
Bill	832874	06/29/2021		Building Supplies	-447.52
Bill	832993	06/29/2021		Building Supplies	-162.62
Bill	833793	07/13/2021		Building Supplies	-254.29
TOTAL					-864.43
Bill Pmt -Check	9166	07/19/2021	Rising Son Plumbing	Checking	
Bill	1705	07/13/2021		Building Repairs & Mai...	-525.00
Bill	1698	07/13/2021		Building Repairs & Mai...	-215.00
TOTAL					-740.00
Bill Pmt -Check	9167	07/19/2021	Scholastic Inc.	Checking	
Bill	30665558	06/29/2021		Summer Reading - ALL	-2,079.27
Bill	30086680	06/29/2021		Summer Reading - ALL	-69.25
TOTAL					-2,148.52
Bill Pmt -Check	9168	07/19/2021	Unique Management Services	Checking	
Bill	603331	07/13/2021		Professional Fees	-179.00
Bill	603332	07/13/2021		Professional Fees	-112.50
TOTAL					-291.50

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	9169	07/19/2021	Vanguard ID Systems	Checking	
Bill	I509277	06/29/2021		Library & Office Suppli...	-6,803.38
TOTAL					-6,803.38
Bill Pmt -Check	29034	07/19/2021	Amazon	Checking	
Bill	9010618	06/29/2021		Books & Materials	-10.17
				Books & Materials	-19.99
				Books & Materials	-80.73
				Books & Materials	-11.49
				Books & Materials	-54.89
				Books & Materials	-26.65
Bill	594339345...	06/29/2021		Processing Supplies	-3.66
Bill	9239462	06/29/2021		Books & Materials	-151.38
				Books & Materials	-74.87
				Books & Materials	-48.95
				Books & Materials	-28.52
				Books & Materials	-52.37
Bill	2479438	06/29/2021		Books & Materials	-29.80
				Books & Materials	-26.61
				Books & Materials	-61.79
Bill	7041854	06/29/2021		Books & Materials	-7.99
Bill	9157046	06/29/2021		Books & Materials	-143.92
Bill	6695401	06/29/2021		Books & Materials	-27.81
Bill	0077826	06/29/2021		Books & Materials	-13.69
Bill	6449818	06/29/2021		Books & Materials	-15.65
Bill	4789828	06/29/2021		Books & Materials	-28.95
Bill	7451465	06/29/2021		Books & Materials	-8.46
Bill	0365849	06/29/2021		Books & Materials	-14.39
Bill	9010618	06/29/2021		Books & Materials	-29.98
Bill	3493063	06/29/2021		Books & Materials	-115.98
Bill	3493063	06/29/2021		Books & Materials	-59.88
Bill	5809044	06/29/2021		Books & Materials	-21.49
Bill	4207429	06/29/2021		Books & Materials	-164.10
				Books & Materials	-29.98
				Books & Materials	-45.98
				Books & Materials	-11.99
				Books & Materials	-141.98
				Books & Materials	-108.37
				Books & Materials	-11.99
Bill	8705023	06/29/2021		Books & Materials	-14.95
				Books & Materials	-71.97
				Books & Materials	-41.99
				Books & Materials	-50.40
				Books & Materials	-106.46
				Books & Materials	-12.99
Bill	9798637	06/29/2021		Books & Materials	-18.03
Bill	8837840	06/29/2021		Books & Materials	-11.08
Bill	9016018	06/29/2021		Books & Materials	-79.98
Bill	3493063	06/29/2021		Books & Materials	-59.99
Bill	6387429	06/29/2021		Books & Materials	-17.97
Bill	8711454	06/29/2021		Books & Materials	-13.16
Bill	0736276	06/29/2021		Books & Materials	-54.00
Bill	8317837	06/29/2021		Books & Materials	-14.84
Bill	3338619	06/29/2021		Books & Materials	-16.95
				Books & Materials	-14.95
				Books & Materials	-37.86
Bill	8919428	06/29/2021		Library & Office Suppli...	-15.86

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Lawrence Public Library
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Type	Num	Date	Name	Account	Paid Amount
Bill	8782637	07/13/2021		Summer Reading - ALL	-15.96
				Children's Programming	-31.98
Bill	2191455	07/13/2021		Summer Reading - ALL	-18.17
Bill	8685809	07/13/2021		Summer Reading - ALL	-26.96
Bill	6377851	07/15/2021		Books & Materials	-8.00
				Books & Materials	-158.62
				Books & Materials	-5.19
				Books & Materials	-18.89
				Books & Materials	-98.94
				Books & Materials	-21.99
				Books & Materials	-48.31
				Books & Materials	-9.99
				Books & Materials	-67.13
Bill	9124239	07/15/2021		Books & Materials	-19.44
Bill	0516203	07/15/2021		Books & Materials	-10.98
Bill	7933001	07/15/2021		Books & Materials	-17.99
Bill	7259447	07/15/2021		Books & Materials	-17.47
Bill	3598636	07/15/2021		Books & Materials	-80.11
				Books & Materials	-9.95
				Books & Materials	-7.99
				Books & Materials	-14.00
Bill	4419431	07/15/2021		Books & Materials	-19.96
Bill	2385003	07/15/2021		Books & Materials	-17.11
Bill	2953831	07/15/2021		Books & Materials	-21.44
Bill	6216225	07/15/2021		Books & Materials	-35.25
Bill	1457029	07/15/2021		Books & Materials	-18.98
Bill	2272268	07/15/2021		Books & Materials	-10.98
Bill	3463423	07/15/2021		Books & Materials	-14.99
Bill	9157046	07/15/2021		Books & Materials	-59.99
Bill	1433844	07/15/2021		Books & Materials	-8.75
Bill	1254633	07/15/2021		Books & Materials	-20.41
Bill	2694609	07/15/2021		Books & Materials	-14.72
Bill	3553844	07/15/2021		Books & Materials	-19.99
Bill	4050656	07/15/2021		Books & Materials	-14.99
Bill	6477802	07/15/2021		Books & Materials	-22.49
TOTAL					-3,345.99
Bill Pmt -Check	29035	07/19/2021	Baker & Taylor, Inc.	Checking	
Bill	2035979129	06/29/2021		Books & Materials	-17.16
Bill	2035979130	06/29/2021		Processing Supplies	-0.20
Bill	2035949718	06/29/2021		Books & Materials	-12.12
Bill	2035949719	06/29/2021		Processing Supplies	-2.29
Bill	2035927341	06/29/2021		Books & Materials	-28.26
Bill	2035927342	06/29/2021		Processing Supplies	-0.40
Bill	5046996747	06/29/2021		Books & Materials	-25.17
Bill	5016996748	06/29/2021		Processing Supplies	-0.20
Bill	2035957304	07/15/2021		Books & Materials	-56.52
Bill	2035957305	07/15/2021		Processing Supplies	-0.80
Bill	2035986463	07/15/2021		Books & Materials	-50.00
Bill	2035986464	07/15/2021		Processing Supplies	-0.60
TOTAL					-193.72
Bill Pmt -Check	29036	07/19/2021	Douglas County Treasurer	Checking	
Bill		06/29/2021		Bookvan & Mileage	-28.50
TOTAL					-28.50

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Lawrence Public Library
Check Detail
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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	29037	07/19/2021	KanREN	Checking	
Bill	210708010...	07/13/2021		Internet	-8,966.40
TOTAL					-8,966.40
Bill Pmt -Check	29038	07/19/2021	Kansas Suicide Prevention He...	Checking	
Bill	9-1-21	07/13/2021		Adult Programming	-300.00
TOTAL					-300.00
Bill Pmt -Check	29039	07/19/2021	McGrath Human Resources G...	Checking	
Bill	1406	06/29/2021		Professional Fees	-4,000.00
TOTAL					-4,000.00
Bill Pmt -Check	29040	07/19/2021	Round Rock Public Library	Checking	
Bill	205948882	06/29/2021		Lost and Replacement...	-6.00
TOTAL					-6.00
Bill Pmt -Check	29041	07/19/2021	TSCPL	Checking	
Bill	201630790	06/29/2021		Lost and Replacement...	-44.99
TOTAL					-44.99
Bill Pmt -Check	29042	07/19/2021	University of Denver	Checking	
Bill	391042	06/29/2021		Lost and Replacement...	-102.89
TOTAL					-102.89

Lawrence Public Library

Statistical Summary - JUNE 2021

OUTPUT MEASURES								
Service Area Population	102,980							
User Visits	24,988							
Cardholders transacting	# of Cardholders transacting							
Total Cardholders transacting in last 3 years	49,761							
Cardholders transacting - current month	13,518							
Cardholders added - current month	713							
Checkouts & Renewals								
Borrowing Service Points (Checkouts + Renewals unless otherwise noted)	Unique Users	In Person Checkouts + Renewals	Online or Automatic Checkouts+ Renewals		% Checkouts + Renewals In Person	% Checkouts + Renewals Online	% Total Checkouts + Renewals	
Unique Users & Transactions at all service points (Some users may conduct transactions at multiple service points)	7,510	59,974	42,212		59%	41%	100%	
Website + Social Media								
	Users (if available)			Activity				
Website - Catalog (Sessions)	32,644			58,556				
Website - Kaw Valley Jukebox	65			71				
Website - Digital Douglas County (Sessions)	140			179				
All other web site visits (Sessions)	21,272			46,034				
Social Media Interactions (Facebook & Twitter)	Not available			6,184				
Social Media Reach (Facebook & Twitter)	Not available			217,805				
Borrowing Digital vs. Physical								
		Digital (hoopla, Overdrive, kanopy, Flipster, Lynda)	Total Physical + Digital		Physical % of Usage	Digital % of Usage	Total All Audiences	
Borrowing by Audience (incl. Checkouts + Renewals)	Physical							
Adult Total	28,256	13,343	41,599		28%	13%	41%	
Teen Total	3,742	1,609	5,351		4%	2%	5%	
Childrens Total	30,892	3,388	34,280		30%	3%	34%	
Total AV Media Room	18,405	2,355	20,760		18%	2%	20%	
Total Library of Things	194	0	194		0%	0%	0%	
Total all collections	81,489	20,695	102,184		80%	20%	100%	

Lawrence Public Library

Statistical Summary - JUNE 2021

Collection Holdings	Physical Holdings	Digital (Overdrive Holdings only)	Total All Holdings		% Physical Holdings	% Digital Holdings	Total Holdings	
Total All Holdings	192,448	19,156	211,604		91%	9%	100%	
Added	2,718	274	2,992		91%	9%	100%	
Withdrawn (Weeded (physical items only) or lease expired (digital items only))	1,934	117	2,051		94%	6%	100%	
Net Change (Total holdings current month minus Last Month's Total holdings)	2,008	236	2,244					
		In Person Interactions	Online Or Phone Interactions	Total All Interactions	% In Person	% Online or Phone	% Total	
Service Interactions + Consultations								
Total Service Interactions		6,105	1,758	7,863	78%	22%	100%	
Holds Service - Physical collection only	Unique Users	Total Holds		Avg.Holds Per User				
Holds Filled	3,785	17,387		5				
Other Public Services				Total sessions				
Public Computer Usage				1981				
PROGRAMMING (see also graphs)	Total Programs Presented	Total Program Attendance						
	99	2874						
STAFFING	Current Month	Current Month	% Change					
	2021	2020	2021 v 2020					
Total Paid Staff, in Full-Time Equivalents	65.88	64.23	3%					

Lawrence Public Library

Full Statistical Report - JUNE 2021

OUTPUT MEASURES								
Service Area Population	102,980							
User Visits	24,988							
Cardholders transacting	# of Cardholders transacting	% of cardholders per region						
Lawrence resident cardholders transacting in last 3 years	41,353	83%						
Douglas County residents (excluding Lawrence residents)	2,150	4%						
NEKLS service areas (excluding Lawrence/Douglas County)	4,285	9%						
Addresses outside designated service area (including Interlibrary Loan Library cardholders)	1,973	4%						
Total Cardholders transacting in last 3 years	49,761	100%						
Cardholders transacting - current month	13,518							
% of Cardholders transacting - current month	27%							
Cardholders added - current month	713							
Checkouts & Renewals								
Borrowing Service Points (Checkouts + Renewals unless otherwise noted)	Unique Users	In Person Checkouts + Renewals	Online or Automatic Checkouts+ Renewals	Avg. Checkouts + Renewals Per User	% Checkouts + Renewals In Person	% Checkouts + Renewals Online	% Total Checkouts + Renewals	
Service Point Activity								
Bookmobile / Home Delivery	100	707		7				
Book Lockers	216	1177		5				
Outreach	3	12		4				
Main Library Checkouts + Renewals	6,282	58078		9				
Digital Collections	Not available		20,695	Not available				
Online renewals - patron-initiated	1,726		7,731	4				
Automatic renewals (no patron action)	3,184		13,786	4				
Unique Users & Transactions at all service points (Some users may conduct transactions at mutiple service points)	7,510	59,974	42,212	N/A	59%	41%	100%	

Lawrence Public Library

Full Statistical Report - JUNE 2021

Website + Social Media	Users (if available)			Activity				
Website - Catalog (Sessions)	32,644			58,556				
Website - Kaw Valley Jukebox (Sessions)	65			71				
Website - Digital Douglas County (Sessions)	140			179				
All other web site visits (Sessions)	21,272			46,034				
Social Media Interactions (Facebook & Twitter)	Not available			6,184				
Social Media Reach (Facebook & Twitter)	Not available			217,805				
	Borrowing Digital vs. Physical			Per Audience	Across All Audiences			
Borrowing by Audience (incl. Checkouts + Renewals)	Physical	Digital (hoopla, Overdrive, kanopy, Flipster, LinkedIN)	Total Physical + Digital	% of Usage	Physical % of Usage	Digital % of Usage	Total All Audiences	
Adult Book, & Other Print Formats (including Book Club in a Bag)	25,381	5,470	30,851	74%	25%	5%	30%	
Adult Graphic Novels	1,069	90	1,159	3%	1%	0%	1%	
Adult Magazines	676	487	1,163	3%	1%	0%	1%	
Adult Audiobooks (including language instruction)	1,130	7,296	8,426	20%	1%	7%	8%	
Adult Total	28,256	13,343	41,599	100%	28%	13%	41%	
Teen Books	2,189	698	2,887	54%	2%	1%	3%	
Teen Graphic Novels and Manga	1,496	103	1,599	30%	0%	0%	2%	
Teen Magazines	22	0	22	0%	0%	0%	0%	
Teen Audiobooks	35	808	843	16%	0%	1%	1%	
Teen Total	3,742	1,609	5,351	100%	4%	2%	5%	
Children's Books, NF Videos & Kits	25,999	1,752	27,751	81%	25%	2%	27%	
Children's Graphic Novels	3,442	77	3,519	10%	3%	0%	3%	
Children's Magazines	148	0	148	0%	0%	0%	0%	
Children's Music CDs	273	0	273	1%	0%	0%	0%	
Children's Audiobooks & Readalongs	1,030	1,559	2,589	8%	1%	2%	3%	
Childrens Total	30,892	3,388	34,280	100%	30%	3%	34%	
AV Media Room - Feature Films (Adult and Family) and All Streaming Video	9,945	2,355	12,300	59%	10%	2%	12%	
AV Media Room - TV Shows	3,704	0	3,704	18%	4%	0%	4%	
AV Media Room - Non-Fiction DVDs (Streaming non-fiction video is included in Feature Films total above)	790	0	790	4%	1%	0%	1%	
AV Media Room - Adult & Family Video Games	1,309	0	1,309	6%	1%	0%	1%	
AV Media Room - Adult Music CDs	2,657	0	2,657	13%	3%	0%	3%	
Total AV Media Room	18,405	2,355	20,760	100%	18%	2%	20%	
Library of Things - Boardgames and Game Guides	138	0	138	71%	0%	0%	0%	
Library of Things - Digital Equity (Library laptop & hotspot)	35	0	35	18%	0%	0%	0%	
Library of Things - Digitization tools, SAD Lamps, Button	21	0	21	11%	0%	0%	0%	
Total Library of Things	194	0	194	100%	0%	0%	0%	
Total all collections	81,489	20,695	102,184	100%	80%	20%	100%	

Lawrence Public Library

Full Statistical Report - JUNE 2021

Collection Holdings	Physical Holdings	Digital (Overdrive Holdings only)	Total All Holdings		% Physical Holdings	% Digital Holdings	Total Holdings	
Adult Book & Other Print Formats (includes Non-Circulating Items, Magazines)	89,274	6,882	96,156		42%	3%	45%	
Adult Audiobooks & Language Instruction	6,112	4,138	10,250		3%	2%	5%	
Total Adult Collection	95,386	11,020	106,406		45%	5%	50%	
Teen Book	9,857	2,102	11,959		5%	1%	6%	
Teen Audiobooks	557	971	1,528		0%	0%	1%	
Total Teen Collection	10,414	3,073	13,487		5%	1%	6%	
Children's Book & Other Print Formats	53,842	3,661	57,503		25%	2%	27%	
Children's Audiobooks & Language Instruction	1,943	1,402	3,345		1%	1%	2%	
Children's Video and Music	1,801	0	1,801		1%	0%	1%	
Total Children's Collection	57,586	5,063	62,649		27%	2%	30%	
Total Media Room (DVDs, BluRays, Music CDs, Videogames)	28,886	0	28,886		14%	0%	14%	
Total Library of Things (Boardgames, Devices, Hotspots, Laptops)	176	0	176		0%	0%	0%	
Total All Holdings	192,448	19,156	211,604		91%	9%	100%	
Added	2,718	274	2,992		91%	9%	100%	
Withdrawn (Weeded (physical items only) or lease expired (digital items only))	1,934	117	2,051		94%	6%	100%	
Net Change (Total holdings current month minus Last Month's Total holdings)	2,008	236	2,244					
Interactions + Consultations								
Service Interactions + Consultations		In Person Interactions	Online Or Phone Interactions	Total All Interactions	% In Person	% Online or Phone	% Total	
Accounts Interactions		2,230	1,502	3,732	28%	19%	47%	
Info Services Interactions		1,240	44	1,284	16%	1%	16%	
Readers Services Interactions		324	0	324	4%	0%	4%	
One-On-One Appointments (Peer Support, Genealogy Consults, Tech Assist.)		15	69	84	0%	1%	1%	
Teen Interactions		0	0	0	0%	0%	0%	
Children's Interactions		1,491	0	1,491	19%	0%	19%	
Public Technology Interactions		805	30	835	10%	0%	11%	
Website - Contact Us Forms + Social Media		0	113	113	0%	1%	1%	
Total Service Interactions		6,105	1,758	7,863	78%	22%	100%	

Full Statistical Report - JUNE 2021

Holds Service - Physical collection only	Unique Users	Total Holds		Avg.Holds Per User				
Holds Placed	3,450	17,667		5				
Holds Filled	3,785	17,387		5				
Holds Unclaimed	1,243	2,397		2				
Holds checked out as a % of total checkouts (checkouts only - not incl. renewals)		24.69%						
Other Public Services				Total sessions				
Public Computer Usage				1981				
	Unique Users	Total Bookings		Occupancy Ratio				
Public-Sponsored Uses of Meeting Rooms	32	49		43.84%				
Public-Sponsored Uses of Study Rooms	166	284		34%				
Public-Sponsored Uses of S+V Studios	18	32		51%				
Interlibrary Loan	Unique Users	Total Items		Avg. Items Per User				
Interlibrary Loan Items Borrowed for LPL Patrons	188	382		2.0				
Interlibrary Loan Items Loaned from LPL Collection	255	582		2.3				
	# of Programs				Attendance at Programs (enter all attendees for all viewing options)			
PROGRAMMING (see also graphs)	Passive	In Person	Live Online	Virtual On-Demand viewing- Recorded Video	Passive	In Person	Live Online	Virtual On-Demand viewing- Recorded Video
Audience Age								
Adult Programs (18+)	0	5	20	5	0	243	275	60
Teen Programs (12-17)	6	0	11	0	120	0	64	0
Children Programs (birth-5)	2	1	0	27	134	25	0	656
Children Programs (6-11)	3	4	15	0	82	931	284	0
Total By Type	11	10	46	32	336	1199	623	716
Type of Event								
Kansas Reads to Preschoolers	0	0	0	0	0	0	0	0
Summer Reading (all ages)	11	2	28	30	336	840	425	710
Signature Events (Free State Festival with the Lawrence Arts Center)	0	1	0	0	0	150	0	0
Read Across Lawrence	0	0	0	0	0	0	0	0
All other programs	0	7	18	2	0	209	198	6
Total By Event	11	10	46	32	336	1199	623	716
Total Programs Presented				99				
Total Program Attendance								2874

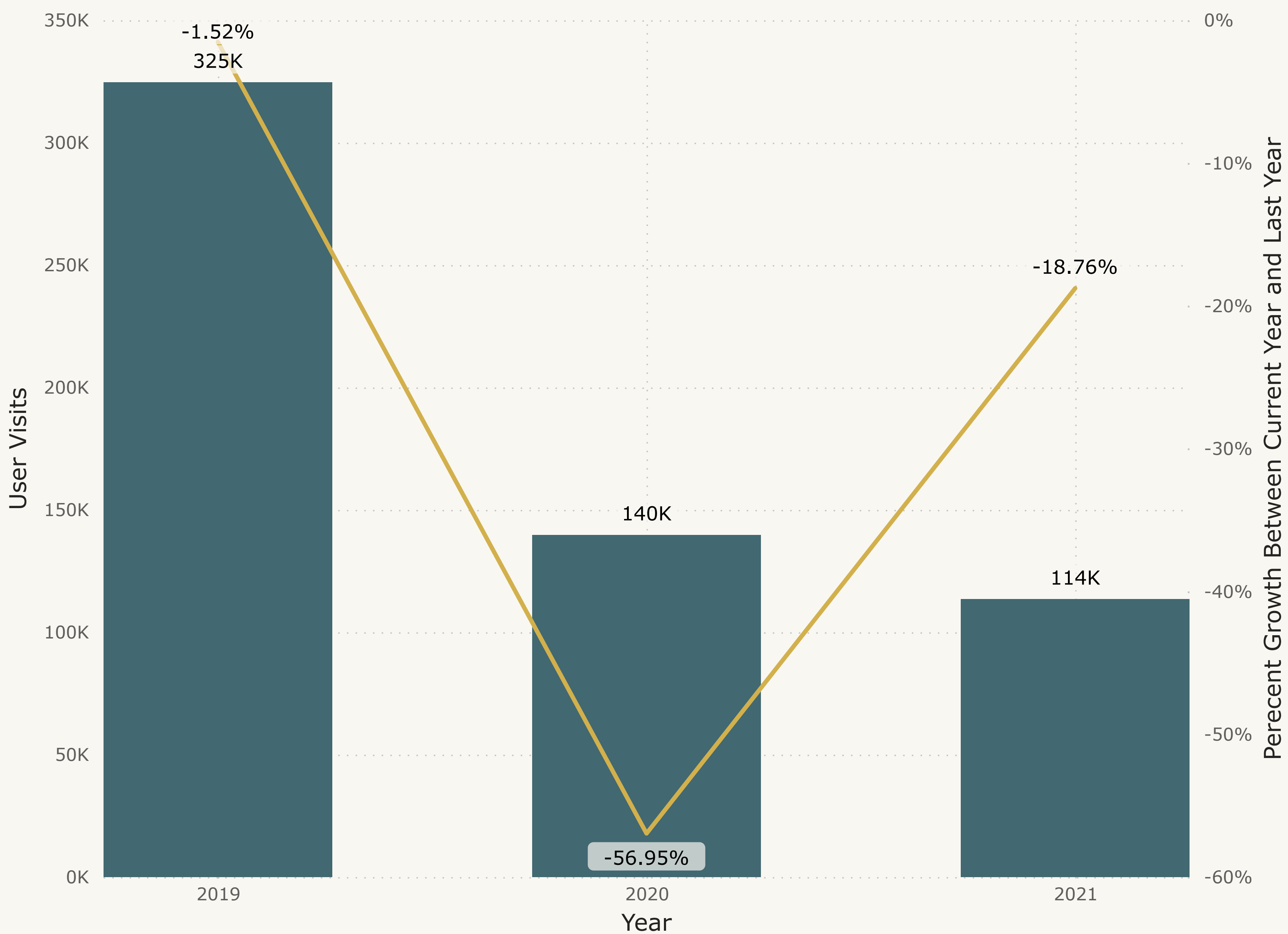
Lawrence Public Library

Full Statistical Report - JUNE 2021

STAFFING	Current Month	Current Month	% Change		YTD	YTD	% Change	
	2021	2020	2021 v 2020		2021	2020		
Total Paid Staff, in Full-Time Equivalents	65.88	64.23	3%					
ALA-MLS Librarians, in Full-Time Equivalents	18.45	18.9	-2%					
Number of Employees--Total	82	81	1%					
Number of Employees--Full-Time	42	45	-7%					
Number of Employees--Part-Time	40	36	11%					
Terminations	3	2	50%		7	8	-13%	
Hirings	1	0	#DIV/0!		5	3	67%	
Volunteer Hours	154.7	44.25	250%		234	144.8	61%	

Total User Visits: 3 Yr Comparison: YTD (Jan - Jun)

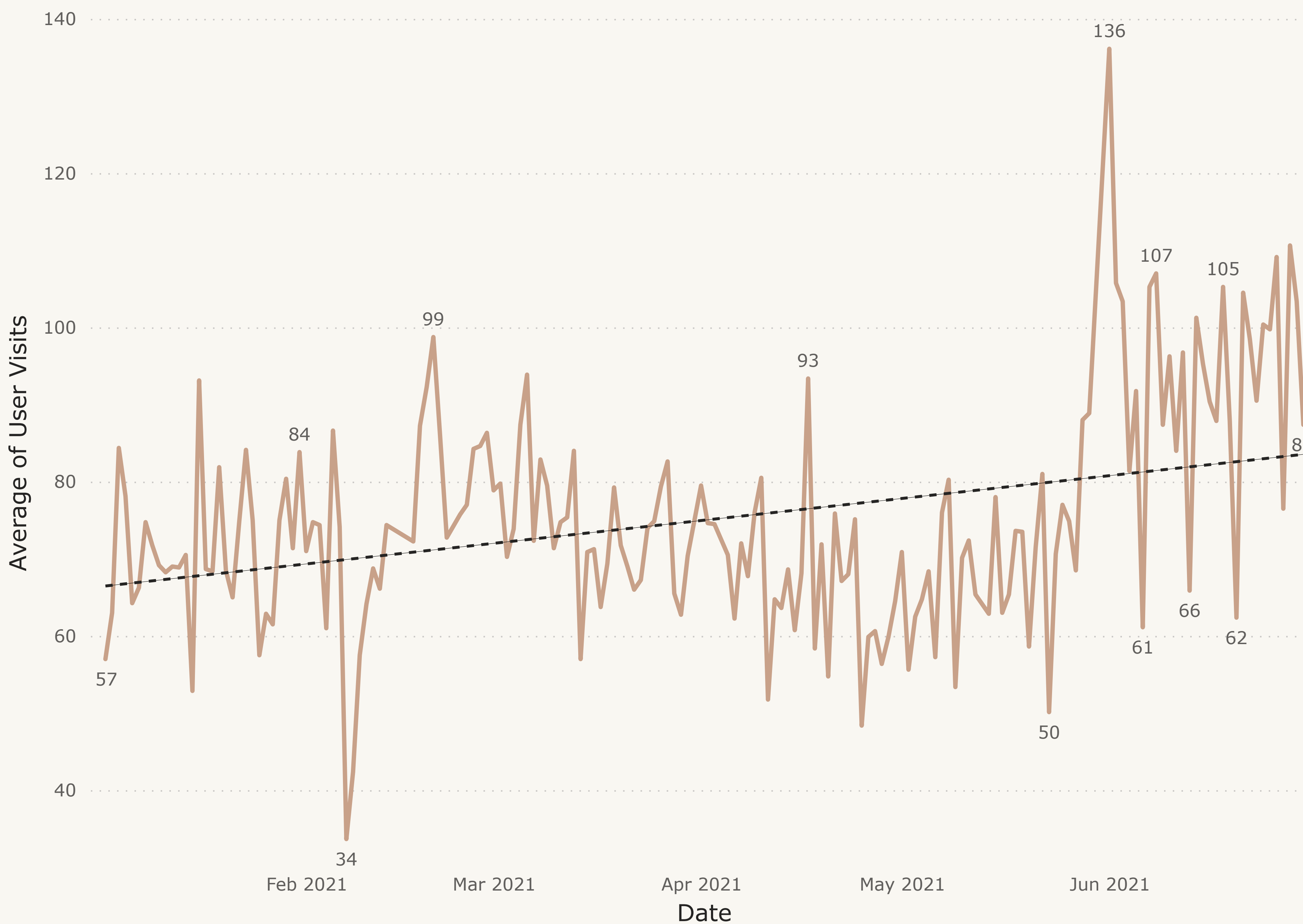
● User Visits ● Perecent Growth Between Current Year and Last Year



-18.76%
Perecent Growth Between Current Year
and Last Year

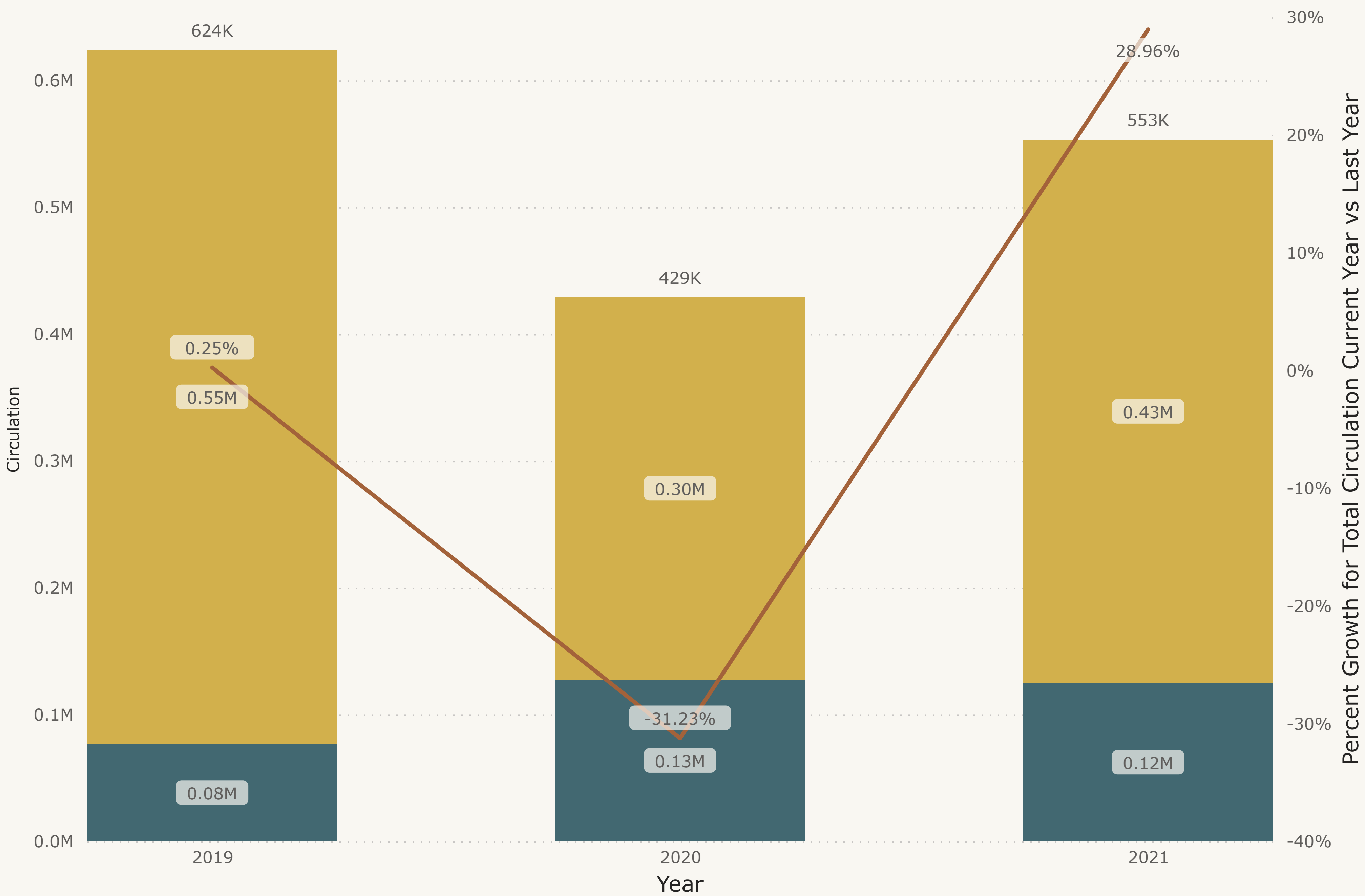


Average Hourly Gate Count Per Day - Last 6 Months (excludes dates closed)



Total Circulation: 3 YR Comparison : YTD (Jan - Jun)

Digital Format vs Physical Format ● Digital ● Physical ● Percent Growth for Total Circulation Current Year vs Last Year

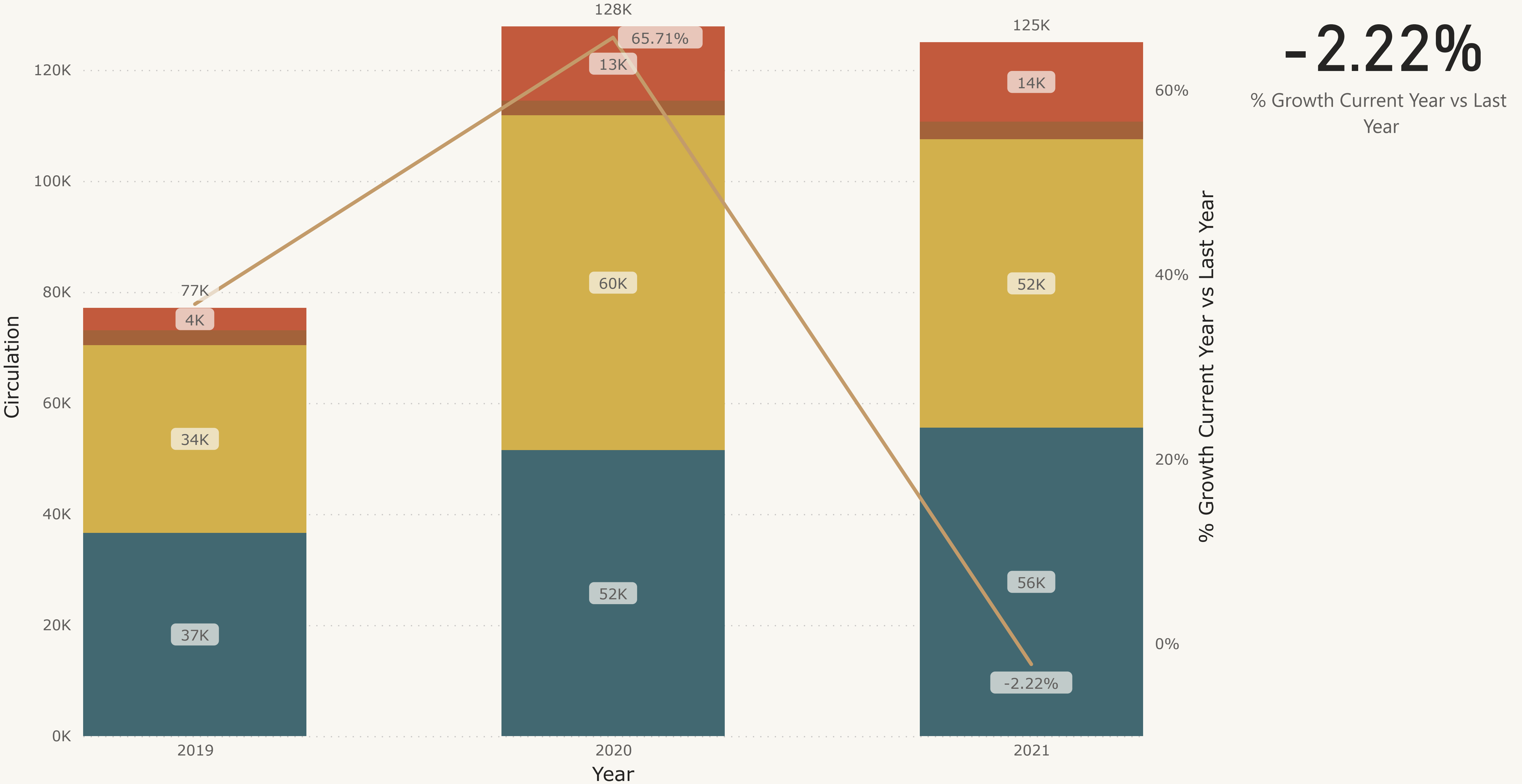


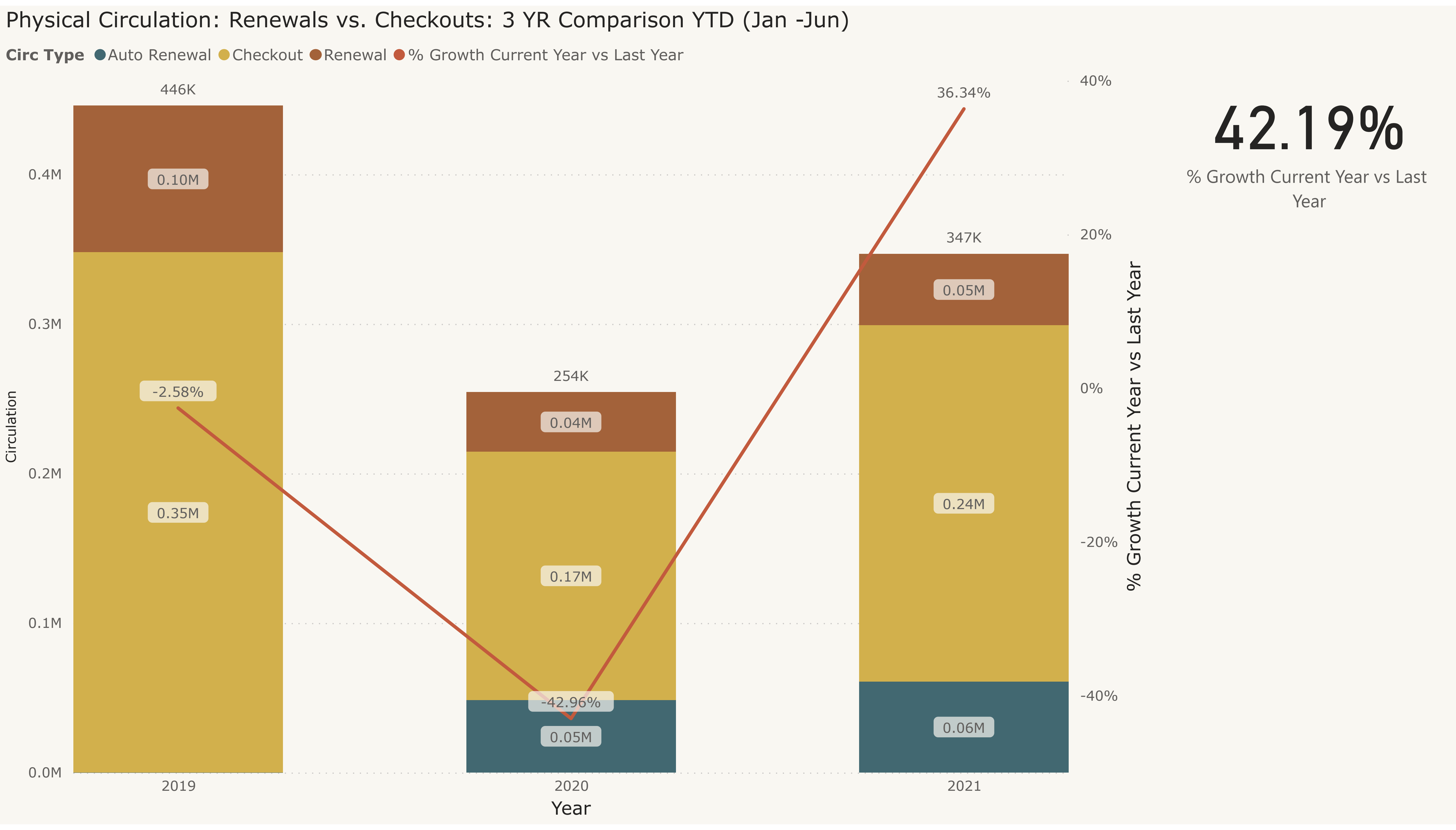
28.96%

Percent Growth Current
Year vs Last Year

Digital Circulation (Checkouts + Renewals) : 3 YR Comparison YTD (Jan- Jun)

Broad Format Category ●Audio ●Book ●Magazines ●Video ●% Growth Current Year vs Last Year





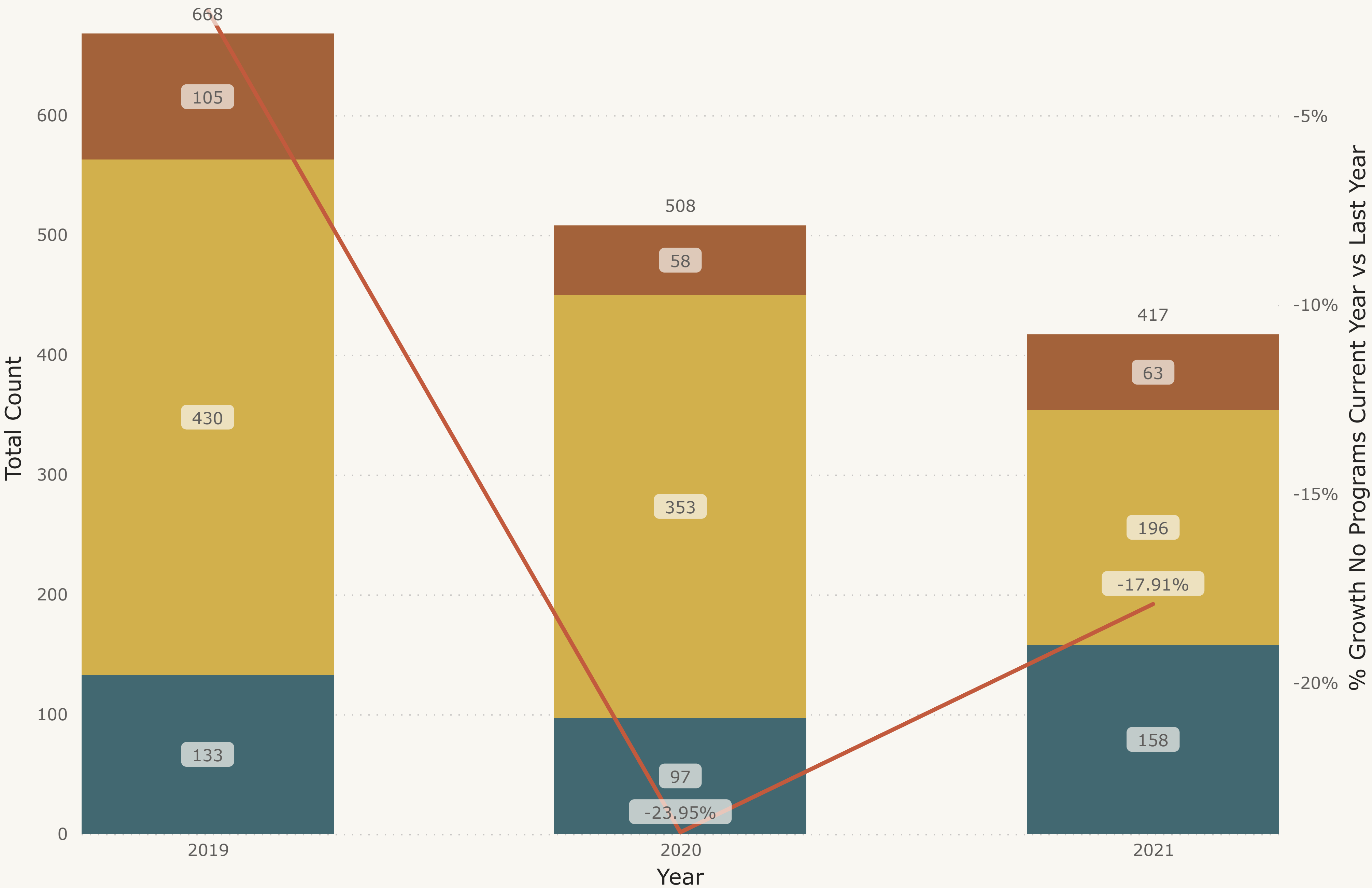
Programs: Total Attendance: 3 YR Comparison YTD (Jan - Jun)

Broad Audience ● Adult ● Children ● Teen ● % Growth Current Year vs Last Year



Total Programs Presented: 3 YR Comparison YTD (Jan - Jun)

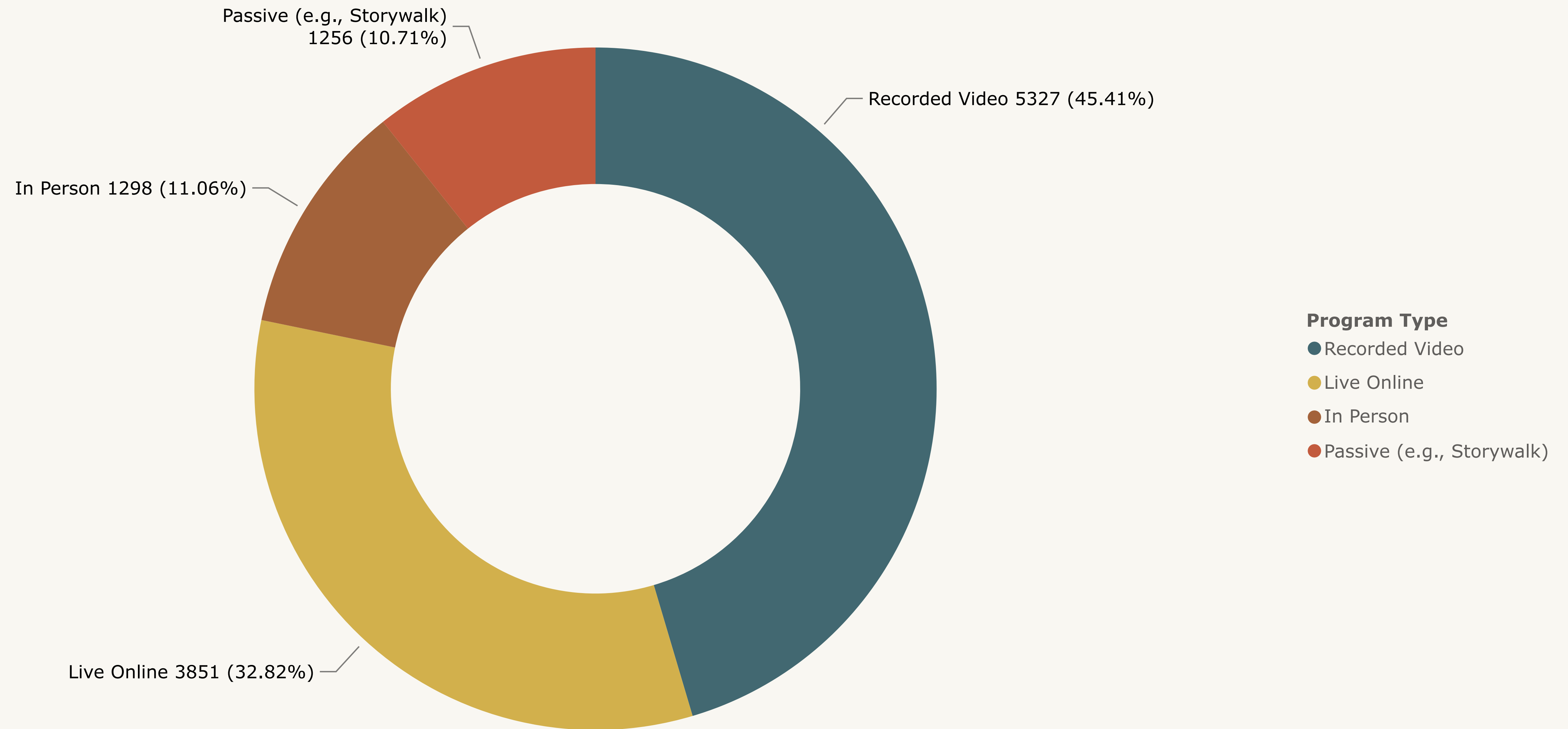
Audience Type ● Adult ● Children ● Teen ● % Growth No Programs Current Year vs Last Year

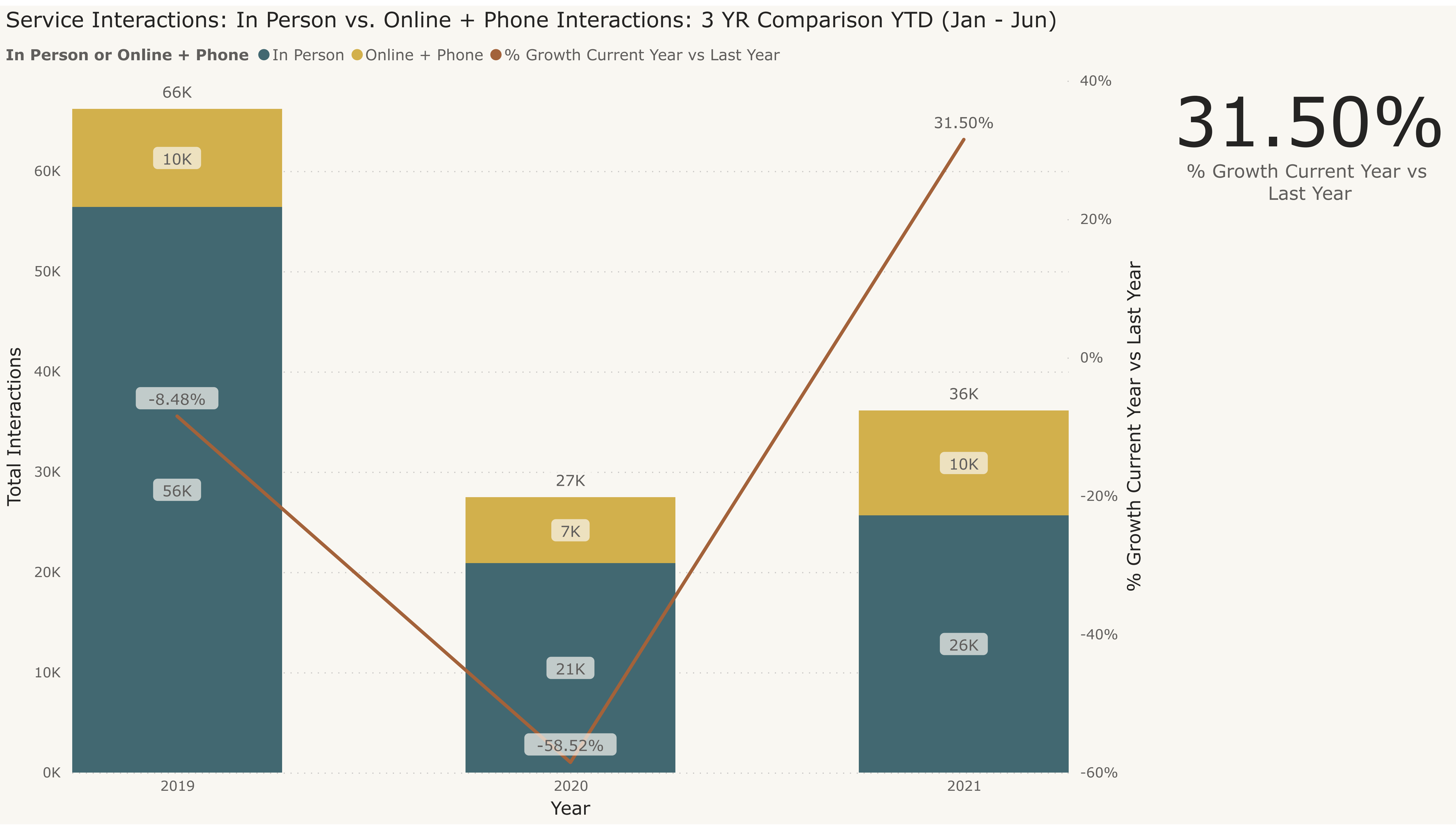


-17.91%

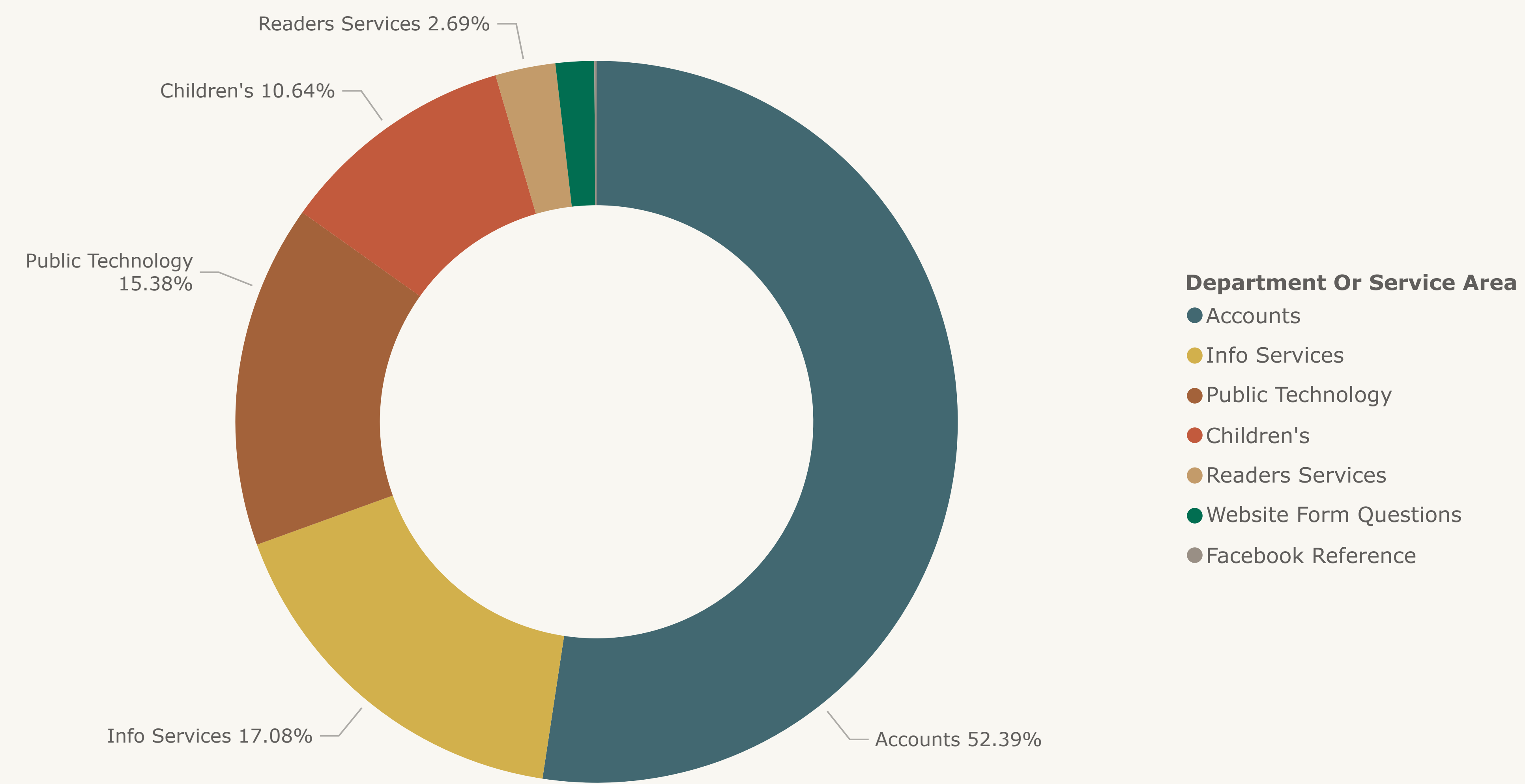
% Growth No Programs
Current Year vs Last Year

Total Attendance By Program Type: Jan - Jun 2021





Service Interactions By Service Point: YTD (Jan - Jun 2021)



Library Director's Report for July 2021

I announced it at the June board meeting, but the biggest thing to happen since my last report is Denise Berkley announcing that she will retire on September 30. Denise will have worked at the library for 25 years upon her retirement. She is well loved and respected here at LPL, and I will miss her tremendously. We are in the process of figuring out a succession plan. Stay tuned for details.

Perhaps the most exciting new thing coming up soon is the unveiling of our new outreach vehicle. I cannot wait for it to be completed and get out on the road and expand our outreach efforts in the community. This vehicle should allow us to bring library books and other materials outside of the library's walls in ways we haven't been able to accomplish in my tenure here at LPL.

In addition to the items above, my main concern right now is our 2022 budget. With such a modest budget increase, we will need to see if there are ways we can be creative with using cash reserves and private money to supplement next year's budget while being cautious to not overextend ourselves using one time money for normal operating expenses. It will be a curious balancing act to conduct as we build our strategic plan and goals for 2023 and beyond.

Respectfully submitted by Brad Allen, July 13, 2021

Monthly Departmental Reports

July 2021

Accounts:

It's feeling more like a typical Summer with how busy it's been at the desk and on the phone. The book van is almost back to what it was before the pandemic started. All but one stop (Presbyterian Manor) has resumed normal service.

Cataloging & Collection Development:

Catalogers are relieved that this is a slow time of the year for publishing, as they are down another person now that the coordinator position is open. The coordinator position has been put on temporary hold to provide some time to consider what priorities we have for hiring for it. Every member of the department has met with Erica to get their thoughts and ideas for future direction. We'll take some time to consider all the information being gathered before posting the opening. In the meantime, everyone is pitching in to keep things going; for example, Emily has taken on more database clean up tasks and selectors are serving as vendor liaisons.

Ransom is investigating a collection analysis tool offered by the library's primary print book vendor, Ingram. The product is *iCurate inClusive* and it offers a one-time diversity analysis of the library's complete physical collection. He'll also be looking at the new [Palace Project](#) launched by Digital Public Library of America. The project aims to shift libraries' dependence on for-profit vendors and set up an ecosystem where libraries and their users have equitable and affordable access to digital content.

Diversity, Equity, and Inclusion:

On June 30th, the Anti-racism/DEI taskforce had its first meeting. Members asked for some time to mull over how to best name this committee. Our next meeting is in August, and at that meeting we will complete our charter. I sat on the hiring committee for our open teen librarian position, and we were lucky to be able to hire two excellent candidates that will surely create a welcoming and safe place for our teens. In July, we will hear back about the grant we submitted to IMLS, which will inform what actions we take next in regard to a library profession pipeline program for BIPOC folks. I am continuously building a list of DEI resources, and plan to begin sharing these resources with staff via the new staff intranet - my hope is to have a resource at my disposal for any DEI related question or curiosity staff may have, and have ongoing DEI education in addition to formal training.

Monthly Departmental Reports

July 2021

Employee Engagement:

With changes in the Youth Services staff due to full-time employment or relocation, we are hiring three new part-time assistants. Our newest Teen Librarian, Margo Moore, will help with these interviews and we'll welcome the other Teen Librarian, Sahara Scott, in late July. I've also been focusing on promoting our new Kantola Sexual Harassment training and new offerings through MALAPro, an online training platform from the Mid-America Library Alliance. July also marked the end of our Blue Cross Blue Shield open enrollment and the beginning of our compensation study with McGrath Consulting. The new Employee Engagement Committee convened in June, created a charter, and will meet later in July to finalize priorities to focus on in 2021 and beyond.

Facilities:

Tuesday July 6th we made more tweaks to our current "BLUE" level of services by adding more seating and returning the larger tables to our Periodicals Reading area. We also made Meeting Room A available for public use and were able to increase the occupancy of both meeting rooms to 16. Because of these expansions, we've been able to assist with making space for a Vaccine Clinic on the 14th, with another on the 28th (Big Thanks to Erin from Info Services for coordinating this!) We've also decided to push our next service level, "VIOLET", to September 1st. Presuming our county continues on our pandexit trajectory, we plan on in-person programming to return to the Auditorium in September and room occupancies to return to their regular occupancies.

Information Services:

Every year, the format of our summer How-To programming has been different--but it's always been fun! This year, we offered How-To Tuesday sessions through June and (due to the weather!) into early July. These all ages sessions featuring community members and their know-how included everything from making bee hotels to tying climbing knots to brushing up your job searching skills. Held (mostly) on the Library Lawn, it was clear that folks are excited about returning to in-person programming. Kudos to Hazlett and Theresa for organizing these fun events!

Erin has been working to bring social service agencies back into the library through her [Social Service Office Hours](#); the goal is to have a variety of types of social service assistance available in the building from 10am-12pm throughout the week. Erin is also working through the steps to bring a social work intern on board for this fall.

Melissa worked with the Watkins Community Museum to make the [La Yorda Oral History Project](#) interviews available through our Digital Douglas County History site. This oral history

Monthly Departmental Reports

July 2021

project began in 2006 and wrapped up earlier this year; the interviews share the memories of La Yorda and Mexican-American community members in East Lawrence. This month marks the 70th anniversary of the 1951 flood that destroyed the La Yorda neighborhood.

Information Technology:

- New Software/Hardware? - We have replaced all indoor Wi-Fi access points with new Fortinet FortiAP U431F units. The new equipment is Wi-Fi 6 compatible. It is mostly working well, but we have two additional units to place and further adjustments to make to placement of current units to get the most out of our deployment.
- Continuing Education/Professional Organization Participation? - Kim has started a Google Analytics certification program.
- All Staff Initiatives? - The new staff intranet—Zeno—is nearing completion and will be launched soon.

Marketing:

I'm in the midst of several projects: LJW Library Page layout for July featuring Summer Reading prizes, sponsor and partner thanks, and book sale pushes; the 16-page fall issue of the *Reader* editorial coordination and layout; web page design for the new Info Services podcast ([Oranges & Peaches](#)); new library card design competition coordination (the classic card we all know and love is not going away — don't worry — we're just adding to the mix!); eNews communications for general library news, LPLFF matching campaign, and single eblasts as needed; working with Kim and Erica on the new staff intranet — Zeno — on graphics, content ideas, and internal communications guidelines. **New stuff includes** working with Kristin Soper on a new Outreach truck naming campaign, the LPLFF on their website and print needs; Erin Reazin (Info Services) to create promotional materials for her new [Social Service Office Hours](#); starting a promotional partnership with the Senior Resource Center that includes paid monthly ad designs for Retirement Boot Camp, a free content space with four monthly book recommendations (layout and book coordination with Readers' Services) in exchange for inclusion in the library's enewsletter and messaging 55+ cardholders about SRC offerings; coordination continues with Art Team and Social Media Team — new exhibit is up featuring [Douglas County Parks posters](#) thanks to Logan and Mary Gage, and we welcomed new roles on LPL social media: Sarah Mathews (Accounts) is taking the lead on Twitter, Christina James (Readers' Services) is bringing her wealth of Instagram knowledge to lead that crew, and Trevin Garcia (Youth Services Outreach) will be posting Spanish language content on all of our platforms. It has been a busy summer, so we'll be gathering to create a Social Media Team charter and content plan soon; running Summer Reading sign-up and benefits ads on KLWN and KISS FM for 12 weeks and comparing 2021 finishers to years past to see if it affected our numbers. **On-going work includes** guiding the library through pandemic navigation on the What's Next Team, working the Front Door, keeping the library website pages up-to-date and fresh, and Programming Club.

Monthly Departmental Reports

July 2021

Materials Handling:

We've had a busy month in materials handling. Returns, holds, remote drops, and lockers. Rinse and repeat. Several team members have taken shifts at the front door and on various committees in the library. We also are grateful to our excellent volunteers for all their help on the weekdays.

Outreach:

We had a great campaign via pen and paper, Facebook, Instagram, and our website to dream up a great name for our new outreach vehicle. We had over 200 entries from all ages. Our outreach committee will determine a name and then we'll enlist Billy Pilgrim to design the vehicle wrap. Nils, Hannah, and Bryan are still working on the cabinetry and cantilever bookshelves. They should begin cutting into the vehicle next week, which is very exciting! Evan Lott was hired as our Outreach Community Needs Assessment AmeriCorps VISTA and he will start on Monday, July 19th. He comes with a business and economics background and a great social service ethic, so we are very excited to have him on board. His contract lasts for a year and he will be focused on researching, designing, and implementing an outreach-focused community needs assessment so we can determine where best to serve folks in our community with our book mobile. He will spend the last quarter of his term making this assessment replicable so we can conduct the outreach CNA on a regular basis.

Public Technology Services:

With our recent return to the lower level, the Public Technology Department has been getting back into the swing of things. It's feeling increasingly like the LPL of old. Computer usage is steadily increasing. Meeting Rooms A and C are now open to the public and usage is increasing. Technology 1-on-1 appointments are picking up as we help community members who have been without direct computer assistance during the pandemic. The SOUND+VISION Studio is now partially open for Adobe Creative Cloud and digitization projects, and we are working towards opening the audio spaces soon. People are eager to get back in and start recording music! In the meantime, we are working on completing a studio renovation that will add an additional space specifically for recording podcasts and videos. On the public computer front, we are evaluating PC management and printing system options with the goal of improving the lab experience for both patrons and staff. Lastly, we are working towards garnering a grant to install video equipment in the Auditorium and at least one meeting room in order to offer easy, high quality streaming of events and hybrid online/in-person meetings. It is evident that the role of technology in our lives is increasing, and that this brings with it many challenges. Each and every member of our department is committed to helping our community navigate these challenges on a daily basis.

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Readers Services:

A few kudos for the RS staff - Leah Newton was inspired to create BookNooks with an idea from a library programming website and armed with the consistent cry of parents of children... "why don't WE get take and make projects like the kids do??" With the generous support of McGrew real estate, she created kits (based on our library Butterfly Garden) and promoted them on social media - the kits had all been spoken for within two hours. Every patron who has come to pick them up have been exuberant in their praise, excited to have their very own LPL Butterfly Garden on their bookshelves. This program (articulated with the kind help of Heather Kearns) served our mission to **"learn** to make book nooks for yourself, friends and family, **connect** with the library and reading experts, **create** a fab thing for your bookshelf, and **grow** more positive vibes after a year of absolute hell." We look forward to seeing them tagged on social media and sharing in the patrons' joy, and doing them once again this fall.

Kimberly and Polli recorded the Book Squad Podcast for the first time since reopening the studio to staff. It will be edited and uploaded soon, on our new beautiful podcast page on the website. (Again, many thanks to Heather Kearns!)

The First Annual Booktoberfest is planned for this fall, with the kick off at Susan Orelan on October 3. Highlights will include Drag Book Bingo, Literary Trivia, Haunted Stacks (this is a new program we're doing in conjunction with F&F) and culminating with Book Club Speed Dating on November 10. In between there will be a focus on outreach to local businesses and bars to promote adult reading and connection with other readers' in the community, and the launch of new book club with a Thriller/Horror focus, run by Christina James.

The RS team chose a list of book to share with the Read Across Lawrence committee to narrow down to the three that the community will vote on during Booktoberfest.

Security: All good on the home front in security.

Youth Services:

Summer reading is chugging along nicely. Here are the stats as of 7/13/21:

- 1801 active readers on Beanstack
- 458 people have completed summer reading
- 317 people have claimed their prizes
- 1,663,751 minutes have been read

We know that some families are keeping track offline and since we're asking people to read 30

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hours instead of 12 books or 30 hours, it's taking people a bit longer to finish as it's more of a challenge. People have until 8/21 to complete their 30 hours and pick up their prizes.

We're busy planning events for the fall and determining when we will be back to in-person programming for kids. Patrons are still grateful for Zoom programming.

We are currently hiring for 3 part-time positions. We have hired a teen services librarian, our own Margo Moore! They have already started in this position, but there is a bit of transition as they finish up summer programming for kids as well.

In the past month we have hosted U.S. Rep Sharice Davids for a storytime, had our first on-site in-person program for kids with Dance Party for Littles, teens have made dutch babies and tasty chip dip at our teen cook-a-longs, along with many other storytimes and weekly programs for kids. It's been a fun and busy summer even with most of our programs online or as take and make activities. We are so happy to see more families back in the building.

Friends & Foundation Director's Report – July 15, 2021

July Fundraisers. The Friends & Foundation board does not meet in July, but a number of library fundraising efforts are underway:

- Second Saturday Book Sale, July 9th and 10th (see report below)
- “See Douglas County” posters will be exhibited from July 1 – 31. A portion of the proceeds will benefit the Friends & Foundation. A special “Meet the Artists” event is scheduled in conjunction with the July book sale. Thanks to Mary Gage – again!
- Rainbow Strings for the Lawrence Community will host another fundraiser in the library reading garden for the month of July.
- Our summer matching challenge continues. This campaign matches all monthly recurring gifts throughout the summer up to \$10,000.

July Book Sale. The Friends & Foundation hosted yet another successful book sale this month. This time, we experimented with adding a Friday “Sip and Shop” event exclusively for donors. In addition, artists from the “See Douglas County” exhibit were available to talk about their artwork with book sale customers. Together, for both Friday and Saturday, the book sale raised \$4,200. Collectively, the “Second Saturday Sales” have raised a whopping \$11,190 for the library. Once again, our book sale volunteers stepped up in a big way to make these events possible. They are truly library rock stars!

Library Naming Policy. The Friends & Foundation continues to work on drafting a policy for named spaces in the library. These guidelines have not been updated since the 2011 capital campaign. An initial draft of the policy was presented at the June Friends & Foundation board meeting. Board members had some suggested changes that will be reviewed at its August 23rd meeting. The hope/goal is to present a recommended policy to the Board of Trustees at its September 20th meeting.

Advocacy Committee. The Friends & Foundation also discussed moving forward with creating a new standing committee for library advocacy. The Friends & Foundation’s by-laws outline three components of the organization’s mission: fundraising, volunteerism and advocacy. The fundraising and volunteer functions of the merged organization are well established. Now it is time to better define and shape the advocacy component. Our by-laws direct that the chair of the Friends & Foundation board will serve as the chair of the Advocacy Committee. Accordingly Craig Penzler, our current chair, together with board member Imani Wadud will lead this effort for the Friends & Foundation.

ARPA Grant Opportunities. We currently are exploring American Rescue Plan Act (ARPA) grant opportunities for the library. A library team consisting of technology and facility staff has submitted a \$25,000 grant request to the State Library of Kansas in order to make it possible for the library to offer hybrid meetings and programs. Specifically, the grant funds will support installing an auditorium streaming system that enables members of our community to attend library programs remotely. In addition, a video conference room system would be installed in Meeting Room A that will connect in-person attendees with virtual attendees. Decisions for these grants will be made by July 30th.