

**Lawrence Public Library Board of Trustees Regular Meeting
Monday, June 15, 2026 at 4:30 PM
Meeting Room A, Lawrence Public Library
Online Meeting Link: [Google Meet](#)**

Executive Session

Recess into executive session for approximately 15 minutes to discuss privileged legal communications from the Library's attorney regarding litigation pursuant to K.S.A. 75-4519(b)(2). The justification is to keep attorney-client privileged matters confidential at this time.

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 May 2026
- Approve Treasurer's report for May 2026
- Approve bills for May 18, 2026 to June 15, 2026
- Receive statistical report for May 2026

Library Director's Report

Monthly Departmental Reports

Friends & Foundation report

New Business

- Receipt of Lawrence Public Library Community Vision Plan – **ACTION ITEM**
Maureen Sullivan, CEO/Founder, Margaret Sullivan Studios
- Review Appeal to Overturn Library Suspension – **ACTION ITEM**
Mandy Leibold, Board Chair

Old Business

Public Comment

Adjournment

Lawrence Public Library
Regular Board Meeting Minutes DRAFT

Date: May 18, 2026

Time: 4:30 pm

Venue: The meeting was hybrid, conducted in person and online on Google Meet

Board Members Present:

Ryann Tacha (Vice Chair), Alex Carvalho, Sean Hunt, Allison Friend Mazzei, Kim Patton, James Pavisian

Board Members Absent:

Mandy Leibold, Brad Finkeldei (Mayor)

Staff Members Present:

Brad Allen, Karen Allen, Aaron Brumley, JoAnna Eanes-Pettit, Heather Kearns, Kathleen Morgan, Jon Ratzlaff, Erica Segraves

Others Present: Mary Gage and Thomas Howe, Friends & Foundation Board; Bremen Keasey, LJ World

Call to order

Ryann called the meeting to order at 4:36 pm.

Consent Agenda

James moved to approve the consent agenda. Allison seconded. Consent agenda passed.

Director's Report

Brad presented the Director's report.

- Master Plan Update. Hosted an additional meeting with staff that was so successful, we are hosting a second one. The final report is coming together and will be presented at the June 15th Trustees meeting.
- The evening with author Mary Roach was fantastic. She is very fun and up for everything! The turnout was the best we've had in years. She signed books for two hours and loved Lawrence!
- We are currently working to get the City to respond to our Lawn Pavilion site plan. We hope to get that moving forward soon.
- Brad recommends checking out the new furniture throughout the library. It is transformative.

Monthly Departmental Reports

No comments or questions.

Friends & Foundation Director's Report

Mary Gage presented the Friends & Foundation report.

- Introduced Thomas Howe, new member of the board.
- The LPL Friends & Foundation Annual Meeting was held May 2 at the library, celebrating donors and volunteers. In 2025, LPLFF contributed \$525,700 to the library, while volunteers donated more than 16,000 hours of service. Thanks to Alex for representing the Trustees!
- At the meeting, we also thanked departing board members Rachel Rademacher and Brandon Eisman, and welcomed new members Thomas Howe (McGrew Real Estate) and Denise Berkley, formerly the library's bookkeeper for 25 years.
- Pi Beta Phi members and alumni presented an additional \$10,000 gift, bringing their support this year to \$27,000 for Dottie and Summer Reading. Their support funded Dottie's new lift gate and sponsorship of the August 15th Summer Reading Last Bash.
- The Friends & Foundation have been dealing with a recycling challenge. KU discontinued its longtime book recycling support, so the board has approved the purchase of a spine cutter, allowing unsalable books to be recycled through the City. The new spine cutter was ordered and should arrive soon.
- The Friends & Foundation's summer fundraising campaign, inspired by the World Cup, is "Double the Score for Your Library." It will feature a \$20,000 matching challenge from a generous local family. We're energized to make that happen!
- Kathleen added with the start of the new board year, the LPLFF board conducted its annual review of the MOU with the library. Given the purchase of the spine cutter, the board recommended broadening the "Computer and Technical" section. This will be officially presented at the June Trustees meeting.

New Business

- **2027 Budget Recommendation**

Brad Allen presented the library's 2027 Budget Recommendation to the board. He noted that this year's budget process differed from previous years. Rather than forming a separate budget committee in advance, recent changes to the Kansas Open Meetings Act made it more practical for the full board to review the budget together.

In anticipation of the upcoming Library Master Plan, the proposed budget emphasizes strengthening the library's capital improvement plan, allocating \$564,000 into that funding line. Brad also noted that the library's capital improvement fund needs rebuilding after the recent furniture purchase.

The proposed mill levy would increase from 4.1 mills to 4.5 mills, representing approximately a 9% increase. The recommendation assumes a 4.5% increase in assessed valuation, bringing the total proposed budget to approximately \$7.9 million.

The budget will continue to be refined as additional information becomes available from the city and county. Rising fixed costs are a significant factor in the recommendation, including:

- A 21% increase in health insurance costs
- 3% staff salary increases
- Increasing utility costs
- Increasing technology expenses
- A modest increase to collections funding

The proposed budget also includes funding for an administrative assistant position, as previously requested by the board.

Board discussion:

- Allison confirmed that health care and other benefit costs currently are very high. They are difficult to control and the problem is everywhere. She agreed we must plan for this.
- Brad noted that the goal is to keep operating costs under control so that the capital fund can build to allow for future changes for the library.
- James asked about legal fees. They are accounted for under the professional fees line. That budget line was overspent last year, so we need to prepare. Legal defense is a reality. Brad will check our insurance deductibility and make an adjustment.

James moved to approve the budget; Allison seconded. The budget was approved. Brad will submit the budget to the City.

- **Budget and Finance Policy**

Brad Allen presented revisions to the Budget and Finance Policy to the board. The policy language was updated to reflect the City's new budget timeline and removes the budget committee structure.

Board discussion:

- Allison recommended including actual expenditures alongside budget figures in future reports. She noted that providing this additional context gives the board a more complete understanding of the numbers and helps them make better fiduciary decisions.

Allison moved to approve the revised policy. James seconded. The policy was approved.

- **Surplus Policy Disposal Policy**

Brad presented the review of the Surplus Property Disposal Policy. No changes are recommended. This is an operational policy which was last reviewed in 2023. The board had no comments or questions.

Old Business

There was no business

Public Comment

There was no public comment

Adjournment

The meeting was adjourned at 5:11 pm. The next meeting is Monday, June 15, 2026

Respectfully submitted, Allison Mazzei, Secretary

Notes by Kathleen Morgan

2026 Regular Budget Report

	January	February	March	April	May	Year To Date	2026 Budget	% over/under
REVENUES								
Tax Fund	-	3,801,958.38		174,534.26	-	3,976,492.64	\$6,960,000.00	57.13%
Lost and Repl Fees	2,297.01	1,588.15	2,422.44	1,447.84	1,873.74	9,629.18	\$23,000.00	41.87%
NEKLS	-			28,056.55	-	28,056.55	\$125,000.00	22.45%
State Aid & Federal Aid	-	33,180.16				33,180.16	\$0.00	
Photo Copies	1,607.34	2,307.23	2,457.05	1,782.69	2,300.84	10,455.15	\$20,000.00	52.28%
Meeting Room Fees	627.24	216.97	437.24	875.15	1,174.12	3,330.72	\$7,000.00	47.58%
Interest	2,527.88	1,701.33	10,916.45	9,908.45	8,316.55	33,370.66	\$35,000.00	95.34%
Transfer from Capital Improvement	-				272,582.37	272,582.37	\$0.00	
Donations- MISC	82.16	326.45	54.68	428.34	210.87	1,102.50	\$0.00	
Total Revenues	7,141.63	3,841,278.67	16,287.86	217,033.28	286,458.49	4,368,199.93	\$7,170,000.00	61%

EXPENSES

Salaries & Wages	301,608.54	309,032.44	308,850.41	308,309.70	479,950.03	1,707,751.12	\$3,950,000.00	43.23%
Employee Benefits	57,188.93	57,152.33	57,152.33	57,152.33	84,806.30	313,452.22	\$850,000.00	36.88%
Payroll Taxes	53,741.58	55,053.29	55,078.32	56,692.91	83,594.65	304,160.75	\$750,000.00	40.55%
Utilities	11,056.71	8,860.91	8,469.28	7,418.70	7,491.58	43,297.18	\$100,000.00	43.30%
Building Supplies	1,742.02	1,533.49	1,345.32	1,107.01	1,473.10	7,200.94	\$20,000.00	36.00%
Building Repairs & Maintenance	10,040.06	1,725.86	1,485.00	11,782.13	784.00	25,817.05	\$80,000.00	32.27%
Library Supplies	2,344.37	975.49	1,821.74	585.14	886.84	6,613.58	\$25,000.00	26.45%
Books & Materials	38,527.22	58,364.19	43,647.92	97,037.58	40,715.96	278,292.87	\$860,000.00	32.36%
Processing Supplies	2,239.17	3,995.07	5,169.70	2,949.64	2,597.82	16,951.40	\$55,000.00	30.82%
Equipment	206.00	-			1,037.75	1,243.75	\$10,000.00	12.44%
Technology	86,639.83	4,495.20	20,484.38	13,018.15	12,082.02	136,719.58	350,000.00	39.06%
---Public Tech Supplies	(326.64)	156.73	(70.65)	45.43	316.15	121.02	\$1,000.00	12.10%
---Operations	195.98	600.00	236.38	802.55	166.64	2,001.55	\$20,000.00	10.01%
---IT Software & Subscriptions	3,511.93	2,808.14	8,108.73	7,758.11	10,508.92	32,695.83	\$85,000.00	38.47%
---Internet & Telephone	887.14	930.33	929.45	2,787.41	1,090.31	6,624.64	\$19,000.00	34.87%
---Collections & Public Service	82,371.42		11,280.47		-	93,651.89	\$215,000.00	43.56%
---Support Operations Hardware				1,624.65	-	1,624.65	\$10,000.00	16.25%
Insurance				100.00		100.00	\$30,000.00	0.33%
Postage & Mailing	1,200.10	3,220.94	1,060.95	1,638.95	6,143.03	13,263.97	\$23,000.00	57.67%
Professional Development	1,339.99	2,203.54	2,732.82	6,118.85	871.00	13,266.20	\$32,000.00	41.46%
Book Van & Mileage	139.00	990.61	1,801.01	410.55	306.38	3,647.55	\$5,000.00	72.95%
Professional Fees	13,029.11	3,035.31	4,368.19	19,990.75	4,189.92	44,613.28	\$30,000.00	148.71%
Capital Improvements				272,582.37	-	272,582.37	\$0.00	#DIV/0!
Miscellaneous	(2,132.36)	136.02	146.12	145.91	178.67	(1,525.64)	\$0.00	#DIV/0!
Total Expenses	578,910.27	510,774.69	513,613.49	857,040.67	727,109.05	3,187,448.17	\$7,170,000.00	44%

Cash Reserves 163,537.50 Included in checking amount (\$50,237.56 from 2019; \$33,382.96 from 2020; \$38,282.47 from 2021, \$41,634.51 from 2023)

Checking (US Bank & KMIP) 2,000,117.69

Capital Improvement (KMIP) 565,832.18

2026 Outside Funding		May	May		
		<u>Income</u>	<u>Spending</u>	<u>Remaining</u>	Comment
Outside & Private Funding					
R & E Totals	\$	381.75	\$	53,209.38	\$
					597,131.10
					\$ 288,613.90 YTD Income
YTD Expense					\$ 339,506.78 YTD Expense

Lawrence Public Library

1. Balance Sheet
As of May 31, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
Capital Improvement at MIP	565,832.18
Checking	146,020.18
MIP Operating Funds	1,854,097.51
Total for Bank Accounts	\$2,565,949.87
Accounts Receivable	
Other Current Assets	
Petty Cash	300.00
Total for Other Current Assets	\$300.00
Total for Current Assets	\$2,566,249.87
Fixed Assets	
Other Assets	
Total for Assets	\$2,566,249.87
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	54,743.12
Total for Accounts Payable	\$54,743.12
Credit Cards	\$25,862.12
Other Current Liabilities	
Payroll Liabilities	\$0.00
Health Insurance	-25,504.32
Hospital & Cancer Plans	-86.37
KPERs EE	
KPERs Employee	139.70
Total for KPERs EE	\$139.70
OGLI	33.64
Payroll Liabilities FSA	2,206.11
Vision Insurance - Employee	119.97
Total for Payroll Liabilities	-\$23,091.27
Total for Other Current Liabilities	-\$23,091.27
Total for Current Liabilities	\$57,513.97
Long-term Liabilities	
Total for Liabilities	\$57,513.97

Lawrence Public Library

1. Balance Sheet
As of May 31, 2026

	Total
Equity	
Retained Earnings	1,349,724.83
Net Income	858,375.85
Opening Bal Equity	300,635.22
Total for Equity	\$2,508,735.90
Total for Liabilities and Equity	\$2,566,249.87

Lawrence Public Library

2. Revenues & Expenses

May 2026

	TOTAL	
	May 2026	Jan 1 - May 31 2026 (YTD)
Income		
Interest		
Capital Improvement	2,157.38	8,792.47
Checking	6,159.17	24,578.19
Total for Interest	\$8,316.55	\$33,370.66
Lost and Replacement Fees	1,873.74	9,629.18
Meeting Room Rentals	1,174.12	3,330.72
Misc Income	210.87	1,102.50
Outside&Private Funding Income		\$284,003.79
Downhall Books	199.85	-124.21
Merchandise Sales	-470.71	-2,102.92
Library Landscape & Posters		-315.63
Total for Outside&Private Funding Income	-\$270.86	\$281,461.03
Photocopies & Printing	2,300.84	10,455.15
NEKLS		28,056.55
State& Federal Aid		33,180.16
Tax Fund		3,976,492.64
Total for Income	\$13,605.26	\$4,377,078.59
Cost of Goods Sold		
Gross Profit	\$13,605.26	\$4,377,078.59
Expenses		
Books & Materials	40,715.96	278,292.87
Building Repairs & Maintenance	784.00	25,817.05
Building Supplies	1,473.10	7,200.94
Equipment	1,037.75	1,243.75
Library & Office Supplies	886.84	6,613.58
Miscellaneous	178.67	-1,525.64
.Outside & Private Funding	\$705.10	\$1,610.81
Friends & Foundation Funding		\$500.00
Adult Education	128.14	449.57
Aquarium Maintenance	345.00	1,323.69
Block Grant	12,783.89	38,403.32
Dr. Bob Program	1,574.00	1,574.00
F&F Payroll	23,369.97	85,175.67
Marketing	827.03	13,961.08
Memory Lab	2,569.24	4,450.88

Lawrence Public Library

2. Revenues & Expenses

May 2026

	TOTAL	
	May 2026	Jan 1 - May 31 2026 (YTD)
Nancy Pat Staff Support (Crowe)	264.24	2,037.57
Outreach/Coggins Fund	307.95	13,514.24
Program Expense		
Health Spot	65.97	2,849.76
Information Services Programmin	145.16	1,557.70
Readers Service Programming	386.24	852.23
Summer Reading - ALL	8,335.34	38,942.42
Teen Services Programming	121.30	2,530.54
Youth Services & Cigler	195.00	2,156.83
YS Programs (Children)	239.81	3,480.16
LPL Con		9,343.19
Public Tech Programming		389.39
Read Across Lawrence/Booktober		4,969.82
Total for Program Expense	\$9,488.82	\$67,072.04
Seed Library	175.00	1,449.74
Storytime at Home	146.53	146.53
Library Master Plan		94,242.46
Memorials/Honor w/ Books GGIFT		162.60
MIDCO/Peterson		399.00
Rice Foundation		5,835.75
Sound & Vision Miliken		625.05
Total for Friends & Foundation Funding	\$51,979.81	\$331,323.19
Total for .Outside & Private Funding	\$52,684.91	\$332,934.00
Payroll Expenses		
Employee Parking	-780.78	-2,887.50
Gross Wages	479,950.03	1,707,751.12
Group Life Insurance	1,152.00	5,437.80
Health Insurance	84,435.08	310,901.92
Total for Payroll Expenses	\$564,756.33	\$2,021,203.34
Payroll Taxes		
KPERS Co	47,453.53	173,584.36
KPERS Co Retiree	110.08	693.90
Payroll Taxes Employer	36,031.04	128,203.06
Total for Payroll Taxes	\$83,594.65	\$302,481.32
Postage & Mailing	6,143.03	13,263.97
Processing Supplies	2,597.82	16,951.40

Lawrence Public Library

2. Revenues & Expenses

May 2026

	TOTAL	
	May 2026	Jan 1 - May 31 2026 (YTD)
Professional Development	871.00	13,266.20
Professional Fees	\$4,189.92	\$40,613.28
Accounting		4,000.00
Total for Professional Fees	\$4,189.92	\$44,613.28
Technology		
Internet & Telephone	1,090.31	6,624.64
IT Software & Subscriptions	10,508.92	32,695.83
Operations	166.64	2,001.55
Public Tech Supplies	316.15	121.02
Collections & Public Service		93,651.89
Hardware		1,624.65
Total for Technology	\$12,082.02	\$136,719.58
Utilities - Electric	7,491.58	43,297.18
Vehicles, Mileage, Maintenance	306.38	3,647.55
Capital Improvement Expenditure		272,582.37
Insurance		
Liability Insurance		100.00
Total for Insurance		\$100.00
Total for Expenses	\$779,793.96	\$3,518,702.74
Net Operating Income	-\$766,188.70	\$858,375.85
Other Income		
Other Expenses		
Net Other Income		
Net Income	-\$766,188.70	\$858,375.85

Lawrence Public Library

4. Vendor Balance Summary As of Jun 15, 2026

	Total
Alliance Entertainment	1,391.16
Amazon Capital Services, Inc	3,906.03
Annette Hope Billings	39.44
ASI	72.00
Basic Carpet Care	572.00
Blue Cross and Blue Shield of Kansas Inc.	100.00
Bug Hounds, LLC	762.50
Cengage Learning	441.70
Center Point Large Print	138.30
Century Business Technologies	994.43
Cottin's Hardware & Rental	66.96
Dr. Jennifer Gordon	47.71
EBSCO	17.60
Eileen's Colossal Cookies	750.00
Evergy	7,491.58
Formax	9,744.00
Garland County Library	17.00
Gordon CPA	3,000.00
Ingram Library Services	17,888.18
Jayhawk Trophy Co., Inc.	14.21
Jayhawk Tropical Fish	345.00
Liz Bonny	200.00
Maya Tillman-Rayton	150.00
MEI Total Elevator Solutions	1,028.35
Mid-America Library Alliance	5,076.00
Midco	589.62
Midwest Tape	3,682.26
Office of the Chief Financial Officer	300.00
Operation Wildlife	225.00
OverDrive	19,281.48
Pur-O-Zone, Inc.	1,091.79
Sam Houston State University	24.00
Scholastic Inc.	1,574.00
Snap Promotions	1,100.48
Tech Electronics	784.00
Tech Logic	8,060.04
Unique Management Services	392.90
United Parcel Service	49.95

Lawrence Public Library

4. Vendor Balance Summary As of Jun 15, 2026

	Total
U.S. Bank - Mastercard	25,878.92
Western Colorado University	25.00
TOTAL	\$117,313.59

Lawrence Public Library
5. Check Detail Report for Board
May 19-June 15, 2026

Vendor	Transaction type	Num	Transaction date	Item split account	Amount
ASI					
	Expense		05/31/2026	Payroll Liabilities FSA	-3,534.89
	Bill Payment (Check)	EFT	06/15/2026	Professional Fees	-72.00
Total for ASI					<u>-\$3,606.89</u>
KPERS					
	Check	EFT	05/22/2026	OGLI	-431.27
	Check	EFT	05/29/2026	KPERS ER	-16,196.78
	Check	EFT	05/29/2026	KPERS EE	-9,176.46
	Check	EFT	06/12/2026	KPERS ER	-16,275.44
	Check	EFT	06/12/2026	KPERS EE	-9,221.22
Total for KPERS					<u>-\$51,301.17</u>
Blue Cross and Blue Shield of Kansas Inc.					
	Check	EFT	05/22/2026	Group Life Insurance	-1,152.00
	Check	EFT	05/22/2026	Health Insurance	-72,111.56
	Check	EFT	05/22/2026	Hospital & Cancer Insurance	-310.63
	Bill Payment (Check)	30242	06/15/2026	Insurance	-100.00
Total for Blue Cross and Blue Shield of Kansas Inc.					<u>-\$73,674.19</u>
Empower Annuity Insurance Co.					
	Check	EFT	05/29/2026	KPERS 457 Roth Plan	-813.00
	Check	EFT	05/29/2026	KPERS 457 Plan	-2,947.00
	Check	EFT	06/12/2026	KPERS 457 Roth Plan	-813.00
	Check	EFT	06/12/2026	KPERS 457 Plan	-2,947.00
Total for Empower Annuity Insurance Co.					<u>-\$7,520.00</u>
Evergy					
	Bill Payment (Check)	EFT	06/15/2026	Utilities - Electric	-7,491.58
Total for Evergy					<u>-\$7,491.58</u>
Midco					
	Bill Payment (Check)	EFT	06/15/2026	Accounts Payable	-589.62
Total for Midco					<u>-\$589.62</u>
U.S. Bank - Mastercard					
	Bill Payment (Check)	EFT	06/15/2026	Accounts Payable	-25,878.92
Total for U.S. Bank - Mastercard					<u>-\$25,878.92</u>
United Parcel Service					
	Bill Payment (Check)	EFT	06/15/2026	Postage & Shipping	-49.95
Total for United Parcel Service					<u>-\$49.95</u>
Western Colorado University					
	Bill Payment (Check)	91493	06/15/2026	Lost & Replacement Fees	-25.00
Total for Western Colorado University					<u>-\$25.00</u>
Unique Management Services					
	Bill Payment (Check)	91492	06/15/2026	Professional Fees	-392.90
Total for Unique Management Services					<u>-\$392.90</u>

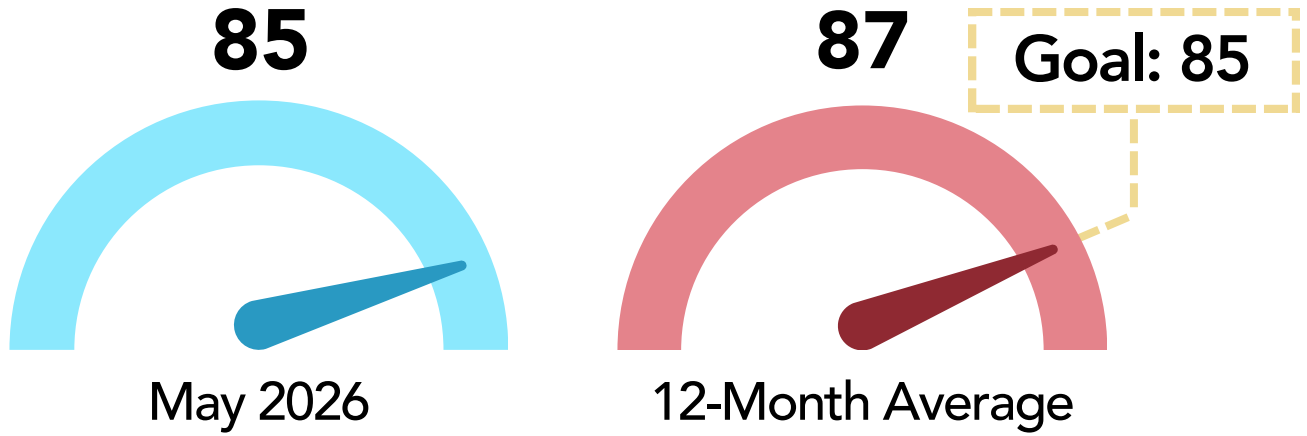
Vendor	Transaction type	Num	Transaction date	Item split account	Amount
Tech Logic				Technology:Collections & Public Service	
	Bill Payment (Check)	91491	06/15/2026		-8,060.04
Total for Tech Logic					<u>-8,060.04</u>
Tech Electronics				Building Repairs & Maintenance	
	Bill Payment (Check)	91490	06/15/2026		-784.00
Total for Tech Electronics					<u>-784.00</u>
Scholastic Inc.				Dr. Bob Program	
	Bill Payment (Check)	91489	06/15/2026		-1,574.00
Total for Scholastic Inc.					<u>-1,574.00</u>
Sam Houston State University				Lost & Replacement Fees	
	Bill Payment (Check)	91488	06/15/2026		-24.00
Total for Sam Houston State University					<u>-24.00</u>
Operation Wildlife				Summer Reading	
	Bill Payment (Check)	91487	06/15/2026		-225.00
Total for Operation Wildlife					<u>-225.00</u>
MEI Total Elevator Solutions				Building Repairs & Maintenance	
	Bill Payment (Check)	91486	06/15/2026		-1,028.35
Total for MEI Total Elevator Solutions					<u>-1,028.35</u>
Jayhawk Tropical Fish				Aquarium Maintenance	
	Bill Payment (Check)	91485	06/15/2026		-345.00
Total for Jayhawk Tropical Fish					<u>-345.00</u>
Jayhawk Trophy Co., Inc.				Nancy Pat Crowe Staff Support Fund	
	Bill Payment (Check)	91484	06/15/2026		-14.21
Total for Jayhawk Trophy Co., Inc.					<u>-14.21</u>
Gordon CPA				Professional Fees - Accounting	
	Bill Payment (Check)	91483	06/15/2026		-3,000.00
Total for Gordon CPA					<u>-3,000.00</u>
Garland County Library				Lost & Replacement Fees	
	Bill Payment (Check)	91482	06/15/2026		-17.00
Total for Garland County Library					<u>-17.00</u>
Formax				Block Grant	
	Bill Payment (Check)	91481	06/15/2026		-9,744.00
Total for Formax					<u>-9,744.00</u>
Eileen's Colossal Cookies				Summer Reading	
	Bill Payment (Check)	91480	06/15/2026		-450.00
	Bill Payment (Check)	30246	06/15/2026	Summer Reading	-300.00
Total for Eileen's Colossal Cookies					<u>-750.00</u>
EBSCO				Books & Materials	
	Bill Payment (Check)	91479	06/15/2026		-17.60
Total for EBSCO					<u>-17.60</u>
Cottin's Hardware & Rental				Building Repairs & Maintenance	
	Bill Payment (Check)	91478	06/15/2026		-66.96
Total for Cottin's Hardware & Rental					<u>-66.96</u>

Vendor	Transaction type	Num	Transaction date	Item split account	Amount
Center Point Large Print					
	Bill Payment (Check)	91477	06/15/2026	Books & Materials	-138.30
Total for Center Point Large Print					-\$138.30
Bug Hounds, LLC					
	Bill Payment (Check)	91476	06/15/2026	Building Repairs & Maintenance	-762.50
Total for Bug Hounds, LLC					-\$762.50
Basic Carpet Care					
	Bill Payment (Check)	91475	06/15/2026	Building Repairs & Maintenance	-572.00
Total for Basic Carpet Care					-\$572.00
La La Librarian					
	Bill Payment (Check)	91474	05/26/2026	Summer Reading	-850.00
Total for La La Librarian					-\$850.00
Snap Promotions					
	Bill Payment (Check)	30255	06/15/2026	Marketing	-1,100.48
Total for Snap Promotions					-\$1,100.48
Pur-O-Zone, Inc.					
	Bill Payment (Check)	30254	06/15/2026	Building Supplies	-1,091.79
Total for Pur-O-Zone, Inc.					-\$1,091.79
OverDrive					
	Bill Payment (Check)	30253	06/15/2026	Books & Materials	-19,281.48
Total for OverDrive					-\$19,281.48
Office of the Chief Financial Officer					
	Bill Payment (Check)	30252	06/15/2026	Professional Fees	-300.00
Total for Office of the Chief Financial Officer					-\$300.00
Midwest Tape					
	Bill Payment (Check)	30251	06/15/2026	Books & Materials	-3,682.26
Total for Midwest Tape					-\$3,682.26
Mid-America Library Alliance					
	Bill Payment (Check)	30250	06/15/2026	Postage & Shipping	-5,076.00
Total for Mid-America Library Alliance					-\$5,076.00
Maya Tillman-Rayton					
	Bill Payment (Check)	30249	06/15/2026	Summer Reading	-150.00
Total for Maya Tillman-Rayton					-\$150.00
Liz Bonny					
	Bill Payment (Check)	30248	06/15/2026	Natural & Cultural Heritage Grant	-200.00
Total for Liz Bonny					-\$200.00
Ingram Library Services					
	Bill Payment (Check)	30247	06/15/2026	Books & Materials	-17,888.18
Total for Ingram Library Services					-\$17,888.18
Dr. Jennifer Gordon					
	Bill Payment (Check)	30245	06/15/2026	Readers Services Prog	-47.71
Total for Dr. Jennifer Gordon					-\$47.71

Vendor	Transaction type	Num	Transaction date	Item split account	Amount
Century Business Technologies	Bill Payment (Check)	30244	06/15/2026	IT:Software & Subscriptions	-994.43
Total for Century Business Technologies					<u>-994.43</u>
Cengage Learning	Bill Payment (Check)	30243	06/15/2026	Books & Materials	-441.70
Total for Cengage Learning					<u>-441.70</u>
Annette Hope Billings	Bill Payment (Check)	30241	06/15/2026	Readers Services Prog	-39.44
Total for Annette Hope Billings					<u>-39.44</u>
Amazon Capital Services, Inc	Bill Payment (Check)	30240	06/15/2026	Books & Materials	-3,906.03
Total for Amazon Capital Services, Inc					<u>-3,906.03</u>
Alliance Entertainment	Bill Payment (Check)	30239	06/15/2026	Books & Materials	-1,391.16
Total for Alliance Entertainment					<u>-1,391.16</u>
TOTAL					<u>-254,093.84</u>

May 2026 LPL Progress Indicators

Net Promoter Score (NPS)

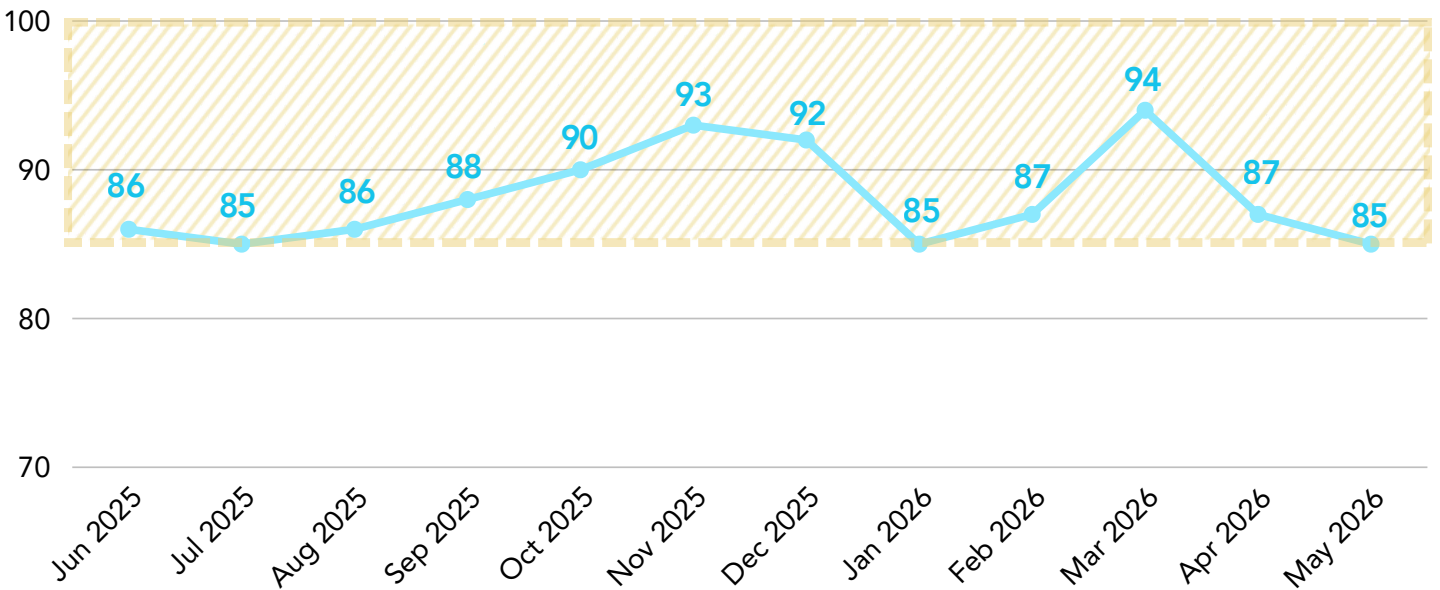


NPS COMMENT HIGHLIGHT

I love the selection, and ease of use of the interlibrary loan when the library doesn't have something. The atmosphere is always welcoming, and the staff are lovely and always super nice when I ask for help.

NPS by Month

Jun 2025–May 2026



May 2026 LPL Progress Indicators

NPS COMMENT HIGHLIGHT

The Lawrence Public Library is an essential space for all of us to come together to learn and share ideas that help each other build a better community. The assistance provided and the services available are stellar! We're very lucky to have such a vibrant library to call our own.

Average New Library Cards

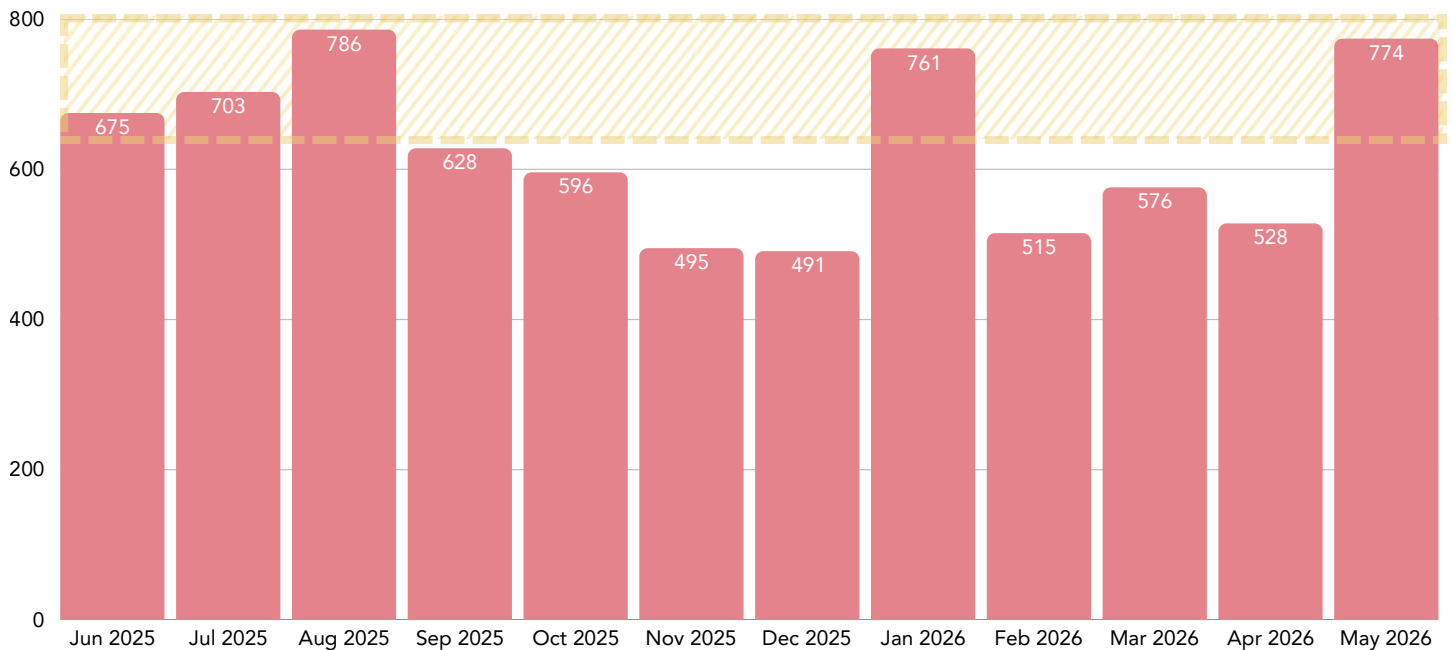
Rolling 12-Month Average of New Library Cards

12-Month Average Goal
650 cards per month



New Library Cards by Month

Jun 2025–May 2026



May 2026 LPL Progress Indicators

% Active Cardholders

Cardholders Active in the Last 12 Months

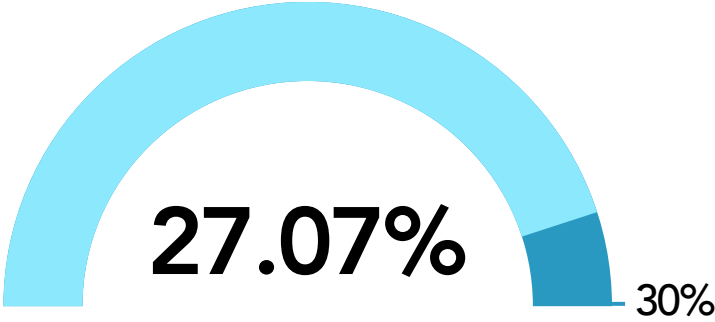
96,370
Total Lawrence Population

27.07%
Current % Active

26,090
Active Lawrence Cardholder

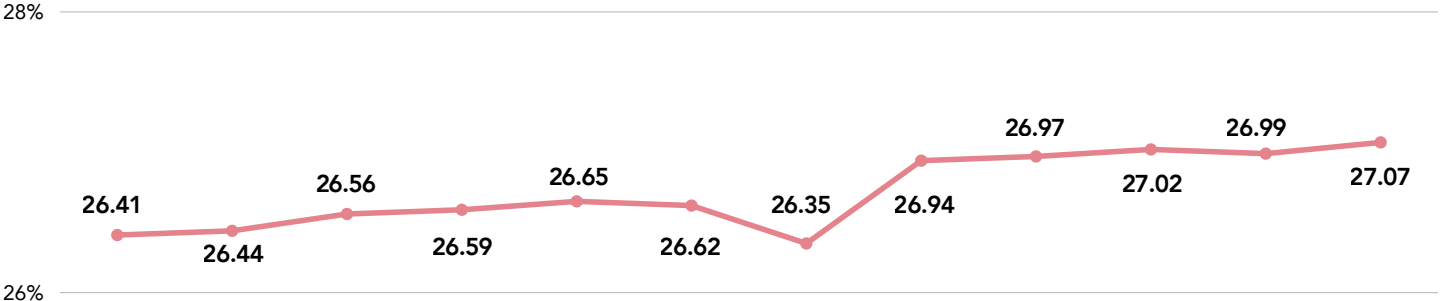
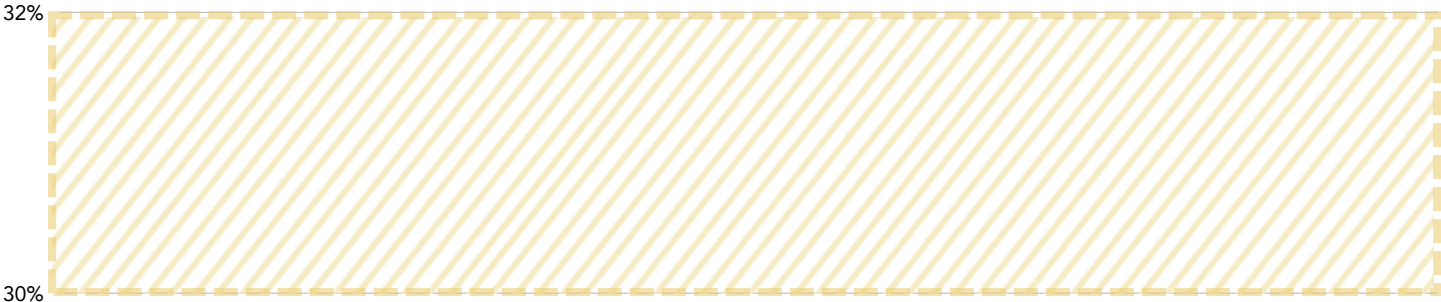
28,910
Goal Active Lawrence Cardholder

2,820
Cardholders Needed to Meet Goal



Active Cardholder Goal
30% of Lawrence Population

Monthly Trend: Jun 2025–May 2026



* 2025 population estimate updated retroactively by Census Bureau from 97,270 to 96,410. 2026 population estimate is 96,370 as of May 2026.

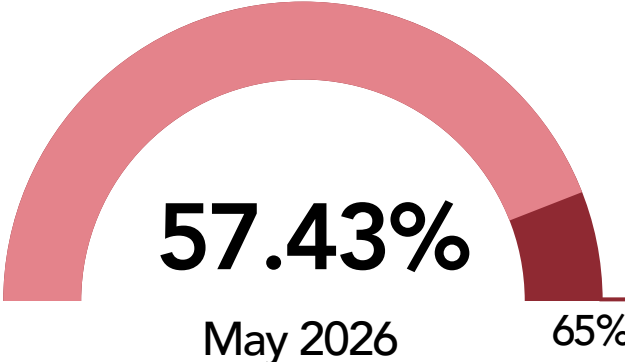
Jun 2025 Jul 2025 Aug 2025 Sep 2025 Oct 2025 Nov 2025 Dec 2025 Jan 2026 Feb 2026 Mar 2026 Apr 2026 May 2026

May 2026 LPL Progress Indicators

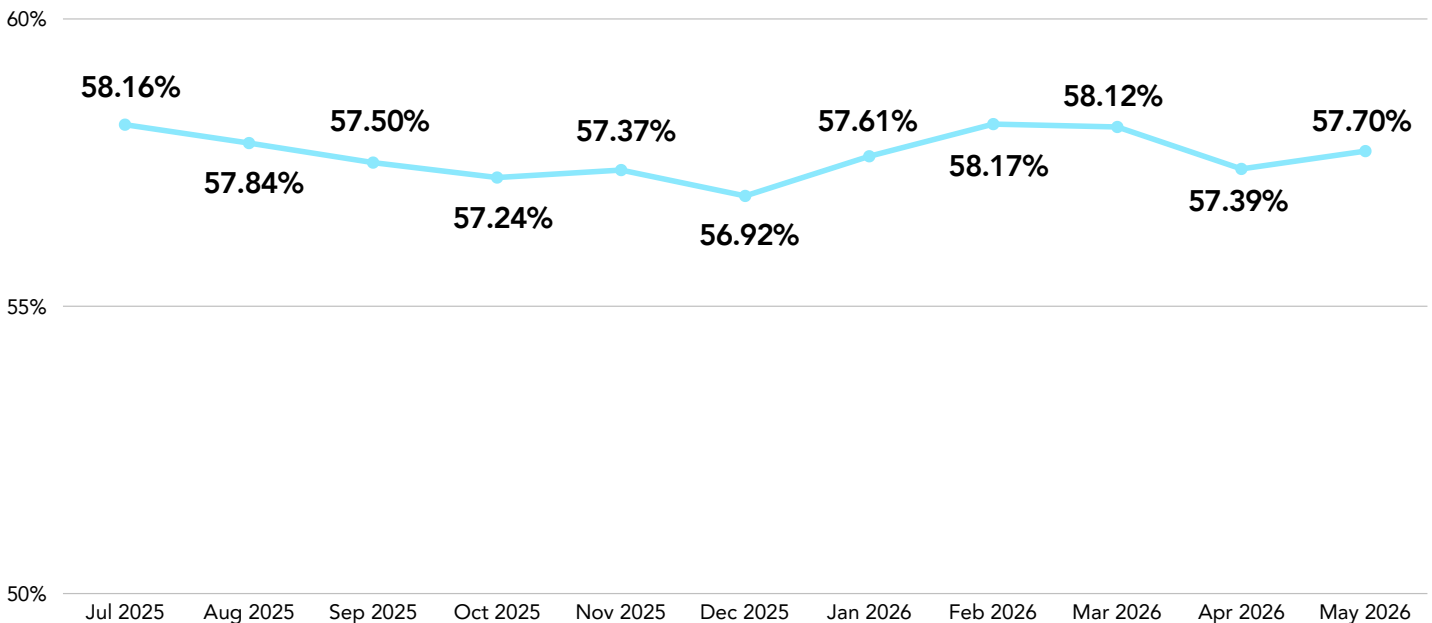
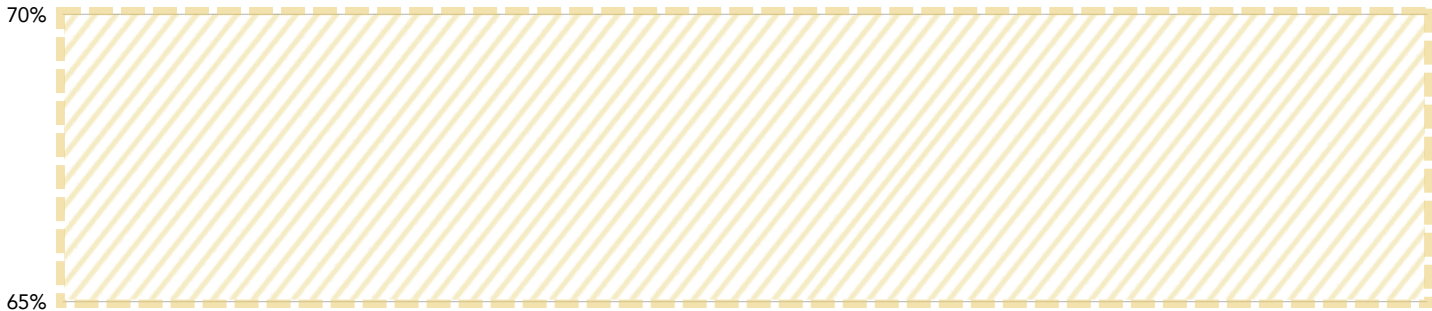
Cardholder Retention

% of Active Cardholders Retained

Average Cardholder Retention Goal
65% of Library Cardholders



Monthly Trend: Jul 2025–May 2026

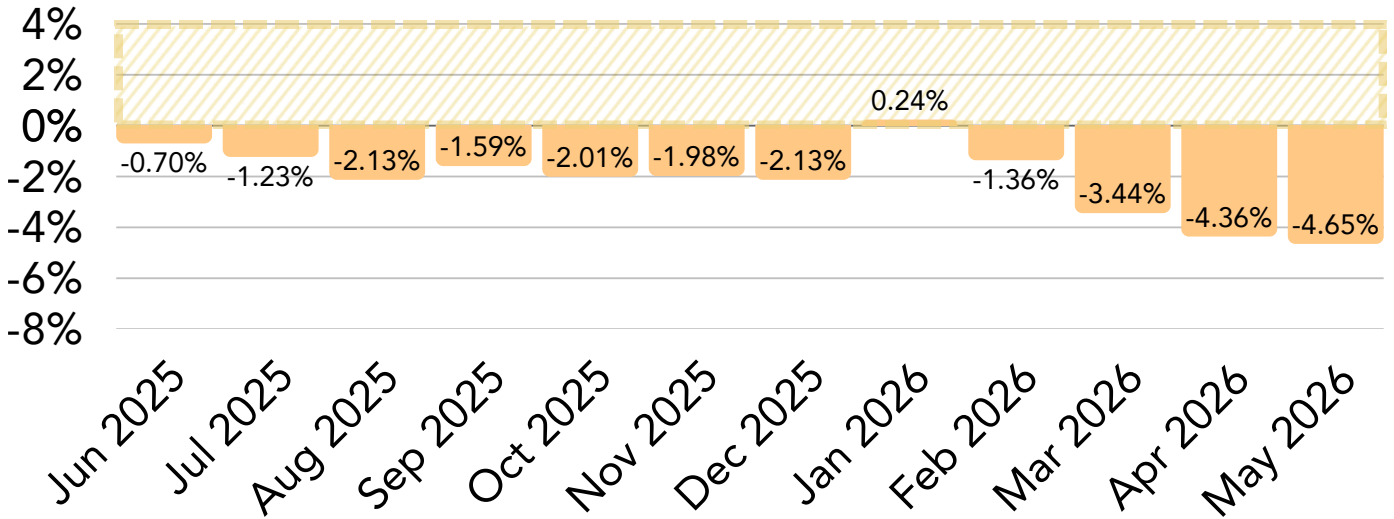


May 2026 LPL Progress Indicators

Print Circulation Trend by Month

Percent Change of Total Print Books Circulated Each Month

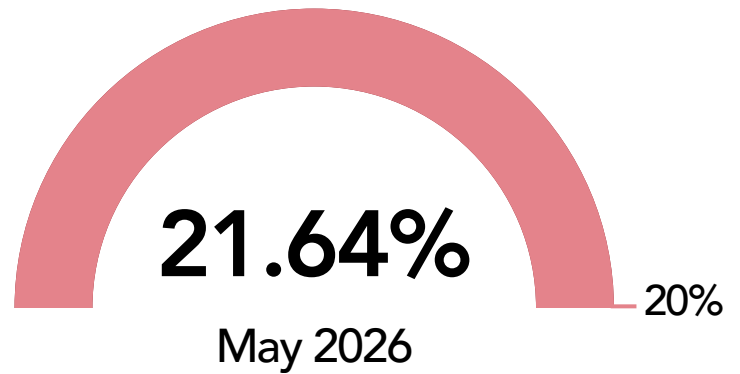
Print Circulation Trend Goal
0% (Stop the Downward Trend)



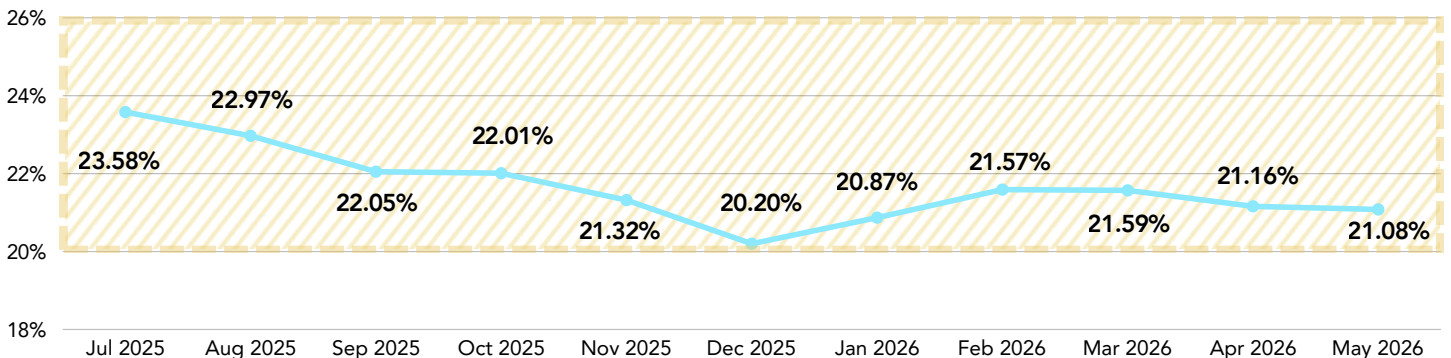
Percent Checked Out

Percent of Total Collection Checked Out
(Based on Daily Average)

Percent Checked Out Goal
20% of the Collection



Monthly Trend: Jul 2025–May 2026



May 2026 LPL Progress Indicators



Free State Book Festival

350

Live attendees

The brand-new community event was held on the Lawrence Public Library Lawn, bringing together 350 attendees to celebrate the city's vibrant creative scene. The celebration featured presentations from guest speakers, activities for kids, local food and drink, and appearances by 50 authors and over 20 poets.

Summer Reading Kickoff Party

700

Live attendees



The library celebrated the beginning of summer reading with the official kick off party on May 21st. It featured a dinosaur soccer match announced by Curtis Marsh, a bubble party, KJHK DJing, pizza, cookies, crafts, and roughly 700 attendees.

Library Director Report for June 2026

Community Vision Plan

We have completed the final draft of the Community Vision Plan. Margaret Sullivan will present it at this month's board meeting. I am proud of the work we have done and excited to begin discussions about how to implement this plan to move the library forward. Thank you Margaret and Jenny and all of the staff who worked for months on this project. I'm grateful to everyone in our community who took time to come to a workshop or fill out a survey. We have a plan that will guide us into our future.

Average Places x Obscured Landmarks Postcard Project

LPL has partnered with the Hall Center for the Humanities, The Commons, Spencer Museum of Art, and Watkins Museum to produce a postcard series highlighting historical locations significant to the life of Langston Hughes. This is the second endeavor for our burgeoning Humanities coalition. Last year, we received a grant to participate in the Being Human Festival and created a walking tour and bus tour of "[Obscured Landmarks](#)" featuring lesser known parts of our local history.

Library Lawn Stage

We continue to wait for City staff to approve the site plan for the construction of a stage on the west end of the Library Lawn. The City Attorney's office will draft a Memorandum of Understanding (MOU) for the construction of the stage upon approval of the site plan. We are getting close to being able to move forward.

Building Maintenance Projects

Months ago, we discussed replacing the auditorium garage doors with glass doors for a new look and to make the space more visible. We have struggled to find the right type of replacement doors, and are exploring options with other vendors. This is still something we want to accomplish, it has been trickier than originally thought.

Our building will celebrate its 12th anniversary next month on July 26. In addition to the recent furniture upgrades, we have a considerable amount of deferred building maintenance we need to get underway. Some of these projects could result in needing to close the library for a period of time, at least a few days, to ensure the safety of visitors to the library. We don't have any specific dates confirmed yet, but I wanted to get this on the Board's radar. More details as I have them.

Respectfully submitted by Brad Allen, June 10, 2026

Monthly Departmental Reports

June 2026

ACCESS SERVICES

In May we continued with the phone upgrade project. We received all of the rest of our new phones and began testing and configuration. Locker circulation continued to climb, largely driven by gradual increases in Prairie Park Nature Center and Sports Pavilion Lawrence use. Overall circulation continued to creep up, with all increases driven by digital circulation. It was a big month for library card sign ups with 774 new cards, the second highest month in the last three years. Gate counts continued to trend up.

Circulation

It's summer break so we're busy busy busy.

I've been making my way through my second round of triannual performance conversations and have been enjoying them. One thing I learned recently is that Gregor, our Bookvan Assistant, helped Babcock Place reorganize their small in-house library. They already loved him out there, and I'm sure they appreciate him even more now.

In another team member related piece of news, Liza MacKinnon, our Interlibrary Loan Technician, just took down her art show "Banned Babies" that displayed on the library's art wall. It was a great fit for the library and very timely. We got so many compliments about it. I hope you all got to see it.

Finally, with the recent changes to the Security team, Circulation will be staffing the Hello Desk for the last half hour of each day. This will free up Security and help them to more proactively close up shop. Thanks to everyone on the team for being flexible, but especially to Jake Cockerill for volunteering to take those shifts.

Collection Services

Not a ton went on in Collection Services in May. The Friends have been looking for a solution to recycle damaged books ever since KU stopped accepting them. We've been piling up boxes of

Monthly Departmental Reports

June 2026

books to be recycled with the hopes that a solution will be found quickly.

Brad's schedule finally allowed him to attend one of our monthly department meetings. It was great having him there even just for the candor. He answered some general questions about the projects that the Library is working on, and got a chance to hear about all of the things we've been working on recently.

Brett and Emily finished up revamping some of our AV Toolkits and adding a couple new ones. We're excited to see how our patrons like them.

Kevin met with staff from Info and Youth services to go over our newest digital offerings, Bibliotele, and [Tutor.com](https://www.tutor.com). Both platforms started out strong at the beginning of the year, and now we're working with Marketing on how to continue growing our user base.

Information Technology

Zoom Phone configuration continues to be our highest priority. We have received all phone hardware and our configuration team is meeting frequently to make sure we have a well organized structure to manage incoming calls and other system features. A cutover date to switch from the old system to the new system will be set as soon as possible.

Enterprise licensing for Adobe products has been obtained and users are in the process of being migrated from their old individual licenses, to new managed licensing. This change simplifies billing and administration.

Outreach

May was a little calmer than April and a good chance to catch our breath before diving into Summer Reading. Sarah worked the Summer Reading Kick-off Party on Dottie (parked in front of the library) and had a great turnout. We said goodbye to a couple of schools for the summer (Raintree and Prairie Moon) but will be attending Boys and Girls Club stops and the free lunch program starting in June. We have 51 stops scheduled for the summer. Definitely an ambitious goal but we can do it! Sarah made sure to put in a large Dr. Bob order to get those books in kids' hands. She also ordered soccer ball and dinosaur decorations for the outside of Dottie but we are still waiting for those to arrive.

Monthly Departmental Reports

June 2026

DEVELOPMENT & COMMUNITY PARTNERSHIPS

Marketing & Communications (M&C)

Heather and Bec led the BiblioEmail Team Meeting and looked at Mautic analytics and email performance. LPL now has four niche eNewsletters that are developed by Youth Services (Triple Scoop), Readers' Services (Book Blast), LPLFF (RetroActive Retirees), and Info Services (to be named; we're working on branding.) We really appreciate the thoughtfulness that goes into these! They also attended the first Booktoberfest orientation meeting with Polli, Leah, and Karen to align efforts, discuss theme and branding, and meeting schedules. Planned Summer Reading promotion through the end of July; will switch gears in August to “finish reading!” messaging. Currently evaluating the library’s home page performance and meeting with the BiblioWeb team to discuss improvements.

Bec supported cross-departmental projects, including filming videos for Metro Libraries and social media with Brad, Karen, and the Info Services team. She collaborated with Parks and Rec and PRC on Summer Reading promotions, provided editorial reviews for the Master Plan and Community Vision Plan, and assisted the blog team. Additional work included drafting weekly Summer Reading promotions, handling How-To Festival marketing, editing a social media video, and meeting with Aaron, Jeff, and Kim on web accessibility standards.

Heather completed edits, finalization, and launch of the Annual Report. Filmed a fun promo [Instagram reel](#) for the Summer Reading Kick Off party. Designed and completed graphics and deliverables for Summer Reading. Attended meetings for Master Plan, BLT, Summer Reading, and the Programming Club, and Collection Management. Coordinated on Public Tech signage and met with Jim to discuss options. Finalized the Summer Reading web presence. Our inflatable decorations have been falling and Heather, Yari, Hannah, and Sage have tinkered with new ways to keep them in the air; we had solutions, but we’re trying again with fishing line! Staff summer tees are delayed due to some unexpected printing challenges—LFK Press said they’ll be done the week of June 7–12! Covered social media posts and their inboxes for Bec during her absence and shot/edited another round of photographs for the Master Plan report.

Monthly Departmental Reports

June 2026

FACILITIES

Jon got to help Angela (Friends & Foundation) mount the new book spine cutter, which is quite the beast. Angela and her team have worked out a good system for using the machine to prep books unfit for resale for recycling, and Veronica (Maintenance & Custodial) has worked out a system for disposing of the unrecyclable components.

Maintenance & Custodial

Draivun was added to the team as part of a JobLink internship program running through the summer. He will work closely with Veronica a couple hours each weekday, learning many of the different tasks around the library. We also had over 120 applications for the open Custodian positions! After many interviews and reference checks, we will have two new Custodians starting in June.

The Facilities team also helped with the setup and tear down of several big events in May: The first Free State Book Festival on the lawn and auditorium, Kansas Federation of Music club two day event in the auditorium, and of course the annual Summer Reading Kickoff on the lawn. In May we started working with a different janitorial supply company who supplies the library with new dispensers which add a bit of color to our restrooms.

HUMAN RESOURCES

We will soon have two new custodians joining the team. JoAnna also created a partnership with JobLink's PWEBLE program and we are hosting Draivun Collins for this summer. We've had two promotions in the last month, including Tristan Star's promotion to Safety and Security Supervisor and Bec Trickey's promotion to Marketing and Communications Coordinator. Michael McCune also moved from part time to full time. JoAnna welcomed the LMH Leadership Academy students and led them on a tour of the library. Erica attended a HRCI Truth Series webinar called *Psychological Safety - Let's Get It Right* by Katherine Fry and another HRCI ethics webinar called *Leveraging Your Leaders to Protect Your Speak-Up Culture* by Erica Salmon.

Monthly Departmental Reports

June 2026

PUBLIC SERVICES

Information Services

The Seed Library wrapped up at the end of April, and the final tally for the 2026 season was 13,342 seed packets given away! Kudos to Terese and the many volunteers and staff who contributed to making this another hugely successful year. While the seed library has closed for the year, our food and sustainability programming continues: Terese shared library info at a stop on the Native Food & Garden Tour, and hosted a Native Plant Teas program led by local ecologist extraordinaire Courtney Masterson. Terese also got word that her Douglas County Cultural Heritage Grant proposal, requesting support for educational programming around native plants and landscapes, was successful! Gabby worked with Alive, Inc. to kickoff monthly Wellness Wednesday and Recovery Wednesday sessions, and also launched the Info Services team into another round of the Community Resource Guide update. Jake's Rewilding the Prairie series wrapped up with a showing of the recent documentary about Land Institute founder Wes Jackson. And, the Info Services team met up with our KU Libraries counterparts for a joint field trip to the Spencer Art Museum and the KU Art & Architecture Library. Besides providing an opportunity for connection between LPL and the KU Libraries, these field trips also help Info Services staff build awareness of the information resources available to our patrons at KU.

Public Technology

Through the month of May, Public Tech supported library programs like the Kansas Book Festival, a Luke Schneider Ambient Pedal Steel Concert, and the Summer Reading Kickoff Party (Matt took part as a soccer playing Dinosaur). We also led a Retroactive Tech Club discussing our favorite apps and established our monthly digital literacy curriculum with Andrew Magelby at the helm. Sadly, Andrew's wife accepted a teaching position in Utah, so he will be leaving us this summer. We will be very sad to see him go. In Memory Lab news, we have continued to dial in our workflows and user guides to make it as easy as possible for patrons to digitize their memories, even doing extensive research on how to incorporate 2 tape transfers at once to increase patron productivity. Our goal is to have one of the highest quality and smoothest operating library memory labs in the country.

Monthly Departmental Reports

June 2026

Readers' Services

RS kicked off May with the inaugural Free State Book Festival on May 3rd. We had beautiful weather and a successful day, with about 350 folks visiting the over 50 authors. We took notes on what worked and what could be improved, and we're ready to think about next year's event. We spent much of May working on the details for our June/July summer reading programs and ramping up for a busier few months by getting our collections shifted and dupe weeded. The month ended with another great program with Tim Bascom, and also featuring Eric McHenry and Coach Oumar Seck on May 28th. Our ongoing monthly book clubs continue to be bursting at the seams and a fun and meaningful way of building relationships with our community.

Youth Services

We visited several thousand students in May to tell them about the Summer Reading Program. Lots of kids and teens visited the library after school let out! We have our Summer Reading prizes, events, and bookshelves ready for another busy summer!

Our Summer Reading Kickoff was a blast and was attended by roughly 700 people! We had folks in inflatable dinosaur costumes play a soccer match announced by the incredible Curtis Marsh! Bubbletastic events filled the space with a delightful bubble party, KJHK DJed for the night, we had games, cookies, and crafts. It was a great start to our "Read, Score, Roar" Summer Reading season.

LPL Friends & Foundation Director's Report – June 10, 2026

Second Saturday Book Sale. The Friends & Foundation's Second Saturday Book Sale happens this Saturday, June 13th from 10 am to 4 pm. We encourage you to visit the book garage and load up on great summer reads, each priced at \$2 or less. We will report the results at Monday's board meeting. Hope to see you there!

IPLFC Conference. Logan Isaman-Unruh and I attended the International Library Fundraising Conference in Columbus, Ohio from June 7th through 9th. It was a great opportunity to connect with library fundraisers from all over the country. In addition, we enjoyed great discussions with our colleagues from Mid Continent Public Library, Wichita Public Library, and NEKLS. Session topics included endowments, strategic planning, small shop fundraising, board engagement, planned giving, advocacy, and more. This conference has existed for 10 years, and I am fortunate to have attended for 8 of those years. It's always informative, and once again, it did not disappoint!

Summer Fundraising Campaign. The Friends and Foundation have launched its "Double the Score for your Library" summer fundraising campaign, and the community is already stepping up. A generous local family has challenged Lawrence donors to match their \$20,000 gift to the library. Since the Summer Reading Kick Off party on May 21st, we have raised approximately \$5,000. There is still plenty of time to score the rest! We will keep you posted.

2026 Local Author Salute. The Friends & Foundation once again are one of the beneficiaries of the "2026 Salute to Local Authors" at Crown Automotive on Saturday, June 20, 11 am to 1 pm. Attendees can redeem a special book token to receive a free book, while the Friends & Foundation earns a portion of book sale proceeds. Book tokens are available at the library's Ask Desk, Youth Services Desk, and near the community bulletin board in Readers Services. More information is available at www.crownautomotive.com.

RetroActive Report. It has been some time since I have provided an update on RetroActive, the Friends & Foundation program for older adults funded by Capitol Federal and the Sharyn and David Katzman Fund. Our "house" list of registrants now totals 1,500 people. Thanks to the leadership of Lorel Lewis, the line up of programs is impressive. For June alone, we are offering a poetry writing workshop with Annette Billings, a wine tasting and pizza event at Just Beyond Paradise Winery, a morning walk at Mary's Lake, and ice cream "flights" at Betty Rae's. In addition, a new Walking Soccer group starts June 17th in partnership with SRC and Lawrence Parks, Recreation, and Culture. This sport is all the rage in the UK and Canada. It is just like it sounds: soccer games that require participants to walk and not run. It's a bit of an experiment, but we have 25 people who are eager to give it a try.