

A G E N D A

Wichita Public Library Board of Directors Meeting Tuesday, March 16, 2021 – 12:00 p.m. Virtual Meeting

Due to the COVID-19 pandemic, members of the public are unable to attend Board of Directors meetings in person. Meeting materials are available at <https://wichitalibrary.org/About/Pages/board-of-directors.aspx>. The meeting will be available for listening and viewing on YouTube, accessible through the Wichita Public Library channel or <http://wichitalibrary.org/stream>.

Residents with a question or comment relevant to agenda items may type them into the chat on the YouTube live stream. They may also participate by emailing comments or questions to kdowell@wichita.gov, providing their name, address and the agenda item(s) they are speaking toward, followed by their comments. A member of the Library staff will read emailed comments during the meeting. To ensure comments are included, all emails must be submitted by 5 p.m. Monday March 15th.

1. Call to Order
2. Approval of the Agenda
3. Public Comment
4. Minutes of the February 16, 2021 Meeting
5. Unfinished Business
6. New Business
 - a) February 2021 Finance Report and Bills

General Fund Bills	\$656,521.08
General Fund (COVID-19)	\$0
CIP Linwood Relocation	\$0
Grant Fund Bills	\$16,833.59
Gift & Memorial Fund Bills	\$7,978.77
<u>Total</u>	\$681,333.44

- b) Process for Naming Advisory Committee (Council Member Cindy Claycomb)
 - c) Appoint Nominating Committee for Library Board
7. Special Committee Reports -None
8. Support Organization Reports
9. Director of Libraries Report
10. Announcements
11. Adjournment



Monthly Activity Report

February 2021

Service Highlights

The Dr. Ronald W. Walters Branch opened for curbside service on Monday, February 1. Customers are appreciative of the new location in southeast Wichita. Carla Eckels with KMUW visited the branch on Tuesday, February 2 and [took a video](#) of the installation crew placing the new sign on the building. Plans for a grand opening celebration are in the works and will take place when gathering limits are higher due to COVID-19.

During curbside and drive up window service, staff has found creative ways to provide materials to customers. Recently, the Rockwell Branch began checking out #ReadICT book bundles. Each bundle features three titles that fulfill one or more categories for the Reading Challenge. They also introduced picture book bundles for young readers.

The NEA Big Read: Wichita concluded on Sunday, February 21. Over the six-week program, participants enjoyed virtual programs and book discussions focused on "Circe" by Madeline Miller. Many programs were recorded and placed on the [Big Read Wichita YouTube page](#) for customers to view at a later date. In total, the online videos received 1,435 views. Customers enjoyed the online programs and asked the Library to consider virtual programs or recording live programs for future Big Reads for better accessibility. More information about the Big Read is at www.bigreadwichita.org.

Throughout the month, technology trainers and youth services librarians have put together microprograms, bite-sized programs to inform customers about library resources and services, and also entertain through fun story times. To complete some of the videos, staff continued to learn new software programs like Camtasia, Adobe Presenter and Zoom. Visit the Library's [YouTube channel](#) to view these and other programs.

Dr. Jim Hoy presented a program on Kansas Legends and Folklore thanks to the generosity of a Humanities Kansas Speakers Bureau grant. His stories were entertaining and interesting. One customer responded, *"Dr. Hoy holds such a treasure trove of Kansas lore and history that it is entertaining to hear his recounting of these tales. I appreciated his emphasis on what was told as true and heard as truth versus what was heard as exaggerated or untruth. The appeal of folklore is that it allows the hearer to make the decision on what is believable which may or may not be what was actual. The value of lore is in the quality of the telling and general intrigue of the story and that it has regional relevance. Kansas has its own style of folklore which suits our state and closely reflects the people proud to call it home."*

Other News

The Library applied for Universal Services (e-rate) funding for its branch internet services for 2021. The Library requested \$106,994.74 in funding for 2021. The Universal Services Fund is a federal program designed to help schools and libraries acquire high-speed internet through a rebate-type program. Libraries can apply to receive back a portion of the amount they spend on internet services each year. The rebate amount is based on the number of students in USD 259 eligible for the National School Lunch Program. The Library is eligible for 90% reimbursement of internet expenditures through the e-rate program. The process can take several months before a determination of award is received, which isn't guaranteed.

The Library was approved for Universal Services (e-rate) funding for its branch internet service for 2020. The Library will receive \$106,035.16 in funding for 2020.

The Library experienced several unexpected closures in February due to weather. The Library was closed on Sunday, Feb. 14, due to snow and anticipated street conditions. The Library was closed Wednesday, Feb. 17 and Thursday, Feb. 18 to conserve energy in the wake of record-setting low temperatures and high energy usage.

Customer-submitted short stories began circulating in the three short story dispensers as part of the Library's initiative to include local stories in the dispensers. The dispensers are located at Reverie Coffee Roasters, Hunter Health Clinic and Ablah Library at Wichita State University.

Barrett, a 1000 Books before Kindergarten finisher, came through the drive-through window, which was busy at the time, so staff asked the customer to pull into a parking stall. Children's Librarian Hannah Adamson delivered the prizes to the mother and child curbside. The mom asked if Hannah could take their photo in front of the Keeper statue, and she had even made a certificate of completion for her child. Barrett was going to celebrate his accomplishment with cupcakes at the park and graciously invited Hannah to attend, but she told him she had to stay and work at the library.

Staff at the Alford and Walters Branch helped customers receive their COVID-19 vaccines this month by assisting several with printing the voucher Sedgwick County requires at the appointment. Most customers they are assisting are aged 65 and older.

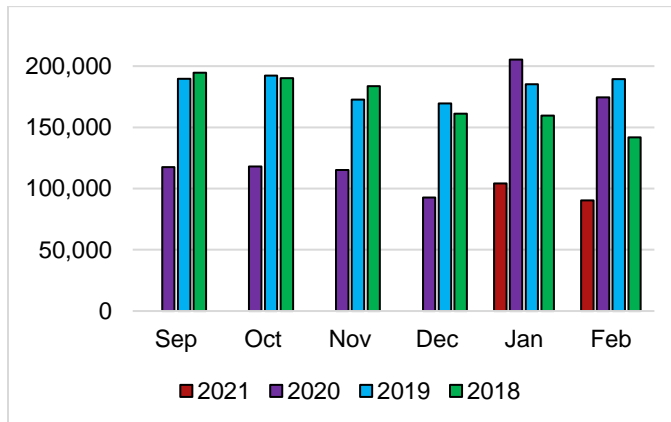
Book bundles at the Rockwell Branch continue to be a hit with customers. This month, a customer thanked staff for having the bundles available. She said the bundles became an adventure for her children, who were always eager to go through and see what books they received.

In early February, the Library had its first unexpected "hit" of the new year: *Four Winds*, by Kristin Hannah. In the five weeks since its release, customers have placed a total of 480 holds on the four formats of the title that the Library currently offers (print, audio cd, e-book, and e-audiobook), including a stunning 167 holds on the hardcover. While it used to be relatively common for fiction books to have print hold queues over 100 customers long, this is the first one in a long time.

Service Dashboard

On November 25, 2020, all locations reverted from limited in-person services to curbside and drive-up services due to the rising number of COVID-19 cases in Wichita and Sedgwick County. The Evergreen Branch closed on November 30 for renovations, while a temporary outlet opened on December 21 at the Evergreen Recreation Center. The Linwood Park Branch closed on January 15, 2021 and the Walters Branch opened on February 1.

LIBRARY VISITS (door count, catalog sessions, and website visits)

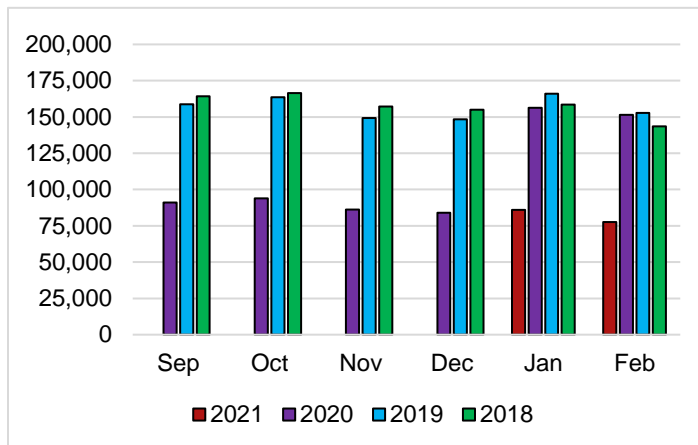


FEBRUARY

	2021	2020	% change
Door Counts	8,977	73,588	-87.80%
Catalog Log-ins	39,288	41,278	-4.82%
Website Visits	41,986	59,680	-29.65%
Total	90,251	174,546	-48.29%

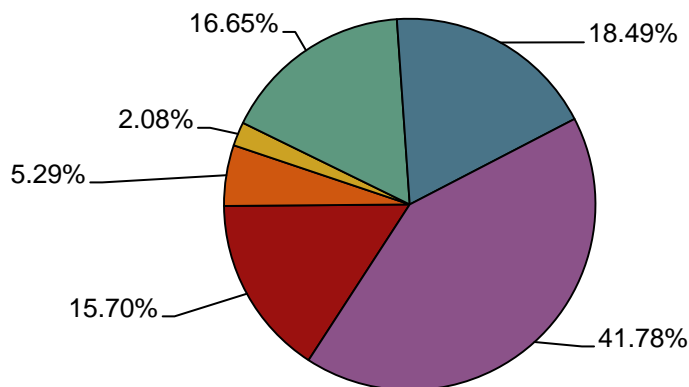
Door counts include activity related to curbside materials delivery.

CHECKOUTS



FEBRUARY

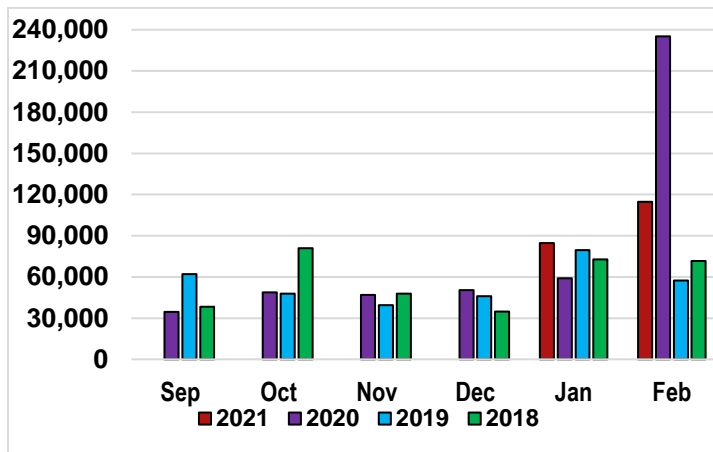
	2021	2020	% change
Physical Circ	45,125	127,159	-64.51%
Virtual Circ	32,386	24,412	32.66%
WPL	25,896	15,777	64.14%
State	6,490	8,635	-24.84%
Total	77,511	151,571	-48.86%



Circulation by Location

- Advanced Learning Library
- South branches
- North branches
- East branches
- West branches
- Virtual branch

QUESTIONS ANSWERED (by staff in person/phone and through online services)



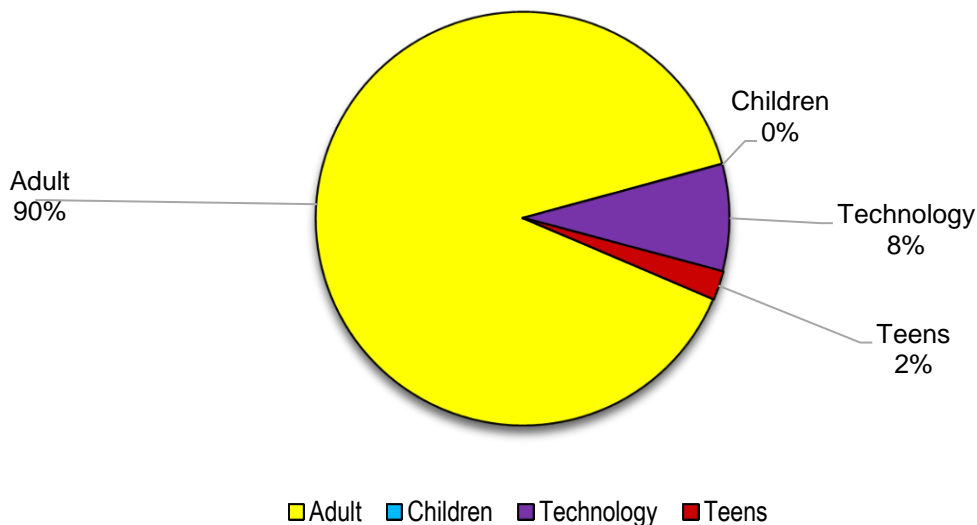
FEBRUARY

	2021	2020	% change
In person	2,320	9,388	-75.29%
Online	112,295	225,801	-50.27%
Total	114,615	235,189	-51.27%

Some locations did not report in-person and telephone reference transactions in February 2021.

Some database usage statistics from January 2020-January 2021 have been revised as of this report.

PROGRAM ATTENDANCE



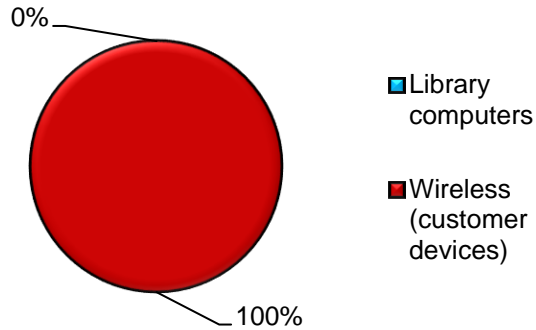
FEBRUARY ATTENDANCE

	2021	2020	% change
Adult events	516	1796	-71.27%
Children's events	0	2839	-100.00%
Technology training	48	419	-88.54%
Teen events	13	27	-51.85%
TOTAL	577	5081	-88.64%

February 2021 attendance reflects Book a Librarian technology assistance via telephone in addition to virtual programming.

PUBLIC COMPUTING

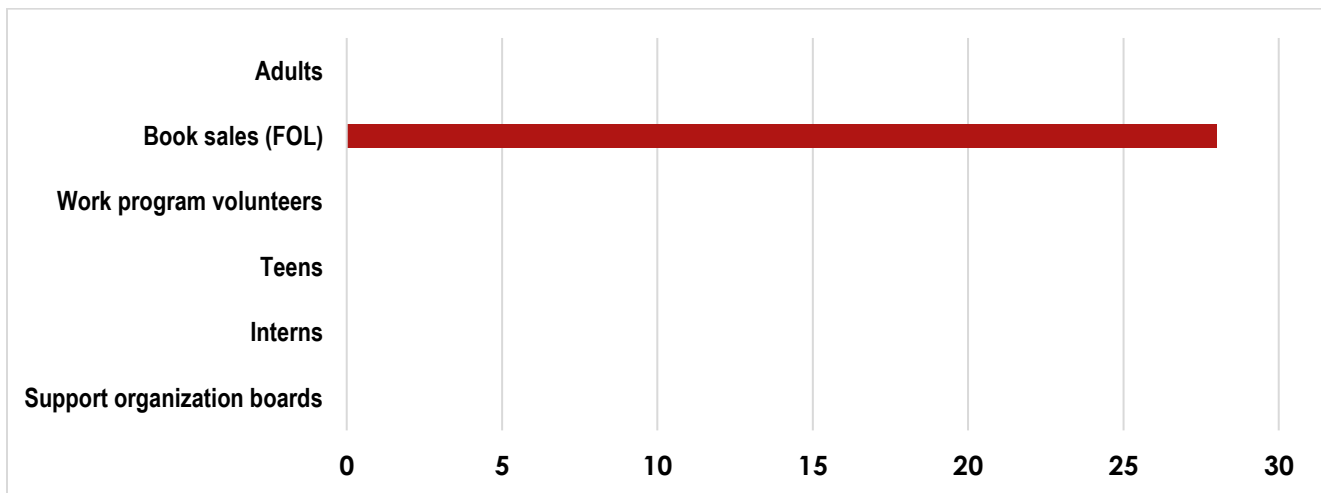
**Method of Computing Access
(by session)**



FEBRUARY

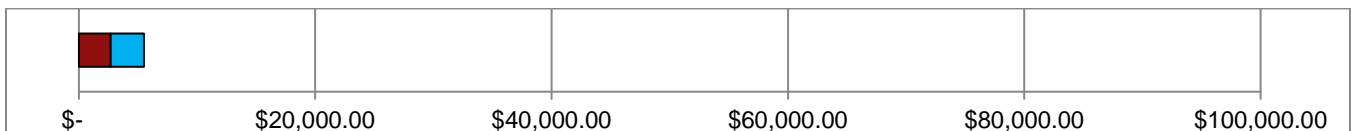
	2021	2020	% change
Workstation Sessions	0	10,257	-100.00%
Wi-Fi Sessions	3,503	8,068	-56.58%
Number of Users	112	2,207	-94.93%
Hours of Access	3,894	11,544	-66.27%

VOLUNTEERS (hours of service)



Number of volunteers YTD = 1 Hours of service received = 28

MATERIALS DONATIONS (value if purchased)



Year to date total = \$5,501.33

Items added to Library collections YTD = 345

Service Snapshot: Recent Raving Fans Stories

Staff that provided curbside and drive up window service during February deserve the top “Raving Fans” spot this month. While the library had several weather-related closures, staff still provided these services during very cold days. Customers shared their appreciation for their dedication to their work.

A parent offered compliments after their teen attended a February program: “I just wanted to reach out and thank you for your time and patience. He is sorely out of practice interacting with most people. He has been homeschooling for a while now. I really appreciate the time you put into helping him discover new books and the resources that were shared. He was so excited to retrieve his books on Friday. It has taken me some time to get him excited about reading, so as a parent it is a relief to see he can interact and get some great book ideas. Also, thank you for the teen events that you have started. He watched the Dungeons & Dragons campaign you held. He is working up his confidence to actually participate, but really enjoyed watching. It is nice to have these opportunities available when we have been stuck home for so long.”

A customer called asking for books in French in order to practice reading comprehension in that language. Staff member Cassie Fahey (who speaks a little French) was able to place a familiar book on courtesy hold for the customer, *Le Crime d L'Orient Express* by Agatha Christie. She also took time to acquaint the customer with the Library's World Language section. The customer was appreciative.

A customer called the library to ask a question, and during the discussion, mentioned she really appreciates the services of the technology trainers. *“Whenever I have a problem with my phone I just bring it in and they tell me what to do.”*

A customer called the Rockwell Branch Library because they heard about e-books and e-audiobooks available through Libby, but they didn't know what the password would be for their account. Librarian Katrina York noticed the card was too old to be in the system, and set the customer up with an e-card over the phone. The customer was thrilled they didn't have to come in due to the cold weather and thanked the library for *“making isolation so much brighter.”*

The Westlink staff received the following note from a customer: *“Here's wishing you a Happy Valentine's Day! In normal times I would have baked you cookies, but considering the pandemic, packaged sweets seems wiser. Hope you enjoy! Also, I am so sorry that your workload has increased to meeting patrons at curbside, yet...it means so very much to have access to books and more. Your “wares” make life much sweeter! Today is so different from the really old Wichita Public Library where I recall the librarian (surely there were others working behind the scenes) sitting behind the high check out desk. Her job seemed, at the time, to check out books (she used a date stamp) and maintained the silence. I loved going there. My neighborhood girl friend and I learned to ride the city bus downtown for these excursions. Sweet memories. Thanks for doing all you do...AND smiling in spite of not always feeling it.”*

WICHITA PUBLIC LIBRARY

Minutes of a Virtual Meeting of the Library Board of Directors
February 16, 2021.

The regular meeting of the Library Board of Directors was held on Tuesday, February 16, 2021 at the Advanced Learning Library with the following present: Ms. Abi Boatman, Ms. Erinn Bock, Ms. Donna Douglas, Ms. Jennifer Goheen, Ms. Lauren Hirsh, Mr. Randall Johnston, Ms. Shannon Littlejohn, Mr. Kevin McWhorter, Ms. TaDonne Neal, Ms. Shelby Petersen, Mr. Chuck Schmidt, and Mr. Jonathan Winkler.

Call to Order

President Kevin McWhorter called the meeting to order at 12:03 p.m., a quorum being present.

Approval of the Agenda

President McWhorter noted that under the fourth item on the agenda, the date should read January 19, 2021 instead of January 19, 2020. Chuck Schmidt moved (Douglas) to approve the agenda as amended. **Motion carried unanimously.**

Public Comment

None

Approval of Minutes

Minutes of the regular meeting held on January 19, 2021 were presented. Chuck Schmidt moved (Boatman) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

None

New Business

On behalf of the Finance Committee, Erinn Bock moved (Winkler) to approve the final 2020 finance report and supplemental bills in the following amounts: General Fund bills of \$891,910.51; Grant Fund bills of \$57,857.93; Library Donation bills of \$929.85; CIP Linwood/Walters bills of \$18,701.04; and Gift and Memorial Fund bills of \$28,669.85, for a total of \$998,069.18. **Motion carried unanimously.**

On behalf of the Finance Committee, Shannon Littlejohn moved (Winkler) to approve the January 2021 finance report and supplemental bills in the following amounts: General Fund bills of \$614,640.73; Grant Fund bills of \$15,107.38; CIP Linwood/Walters bills of \$634.51; and Gift and Memorial Fund bills of \$1,761.21, for a total of \$632,143.83. **Motion carried unanimously.**

Interim Director Dowell presented two program options for the yearly budget process. The first eliminates fees for holds and transfers of materials for all customers. This change is designed to improve equity of access to information and to enable the library more effectively to fulfill its role in supporting a literate community. Due to the smallest branches being in the city's lower-income areas, customers of these locations must use holds and transfers to gain access to the same scope and depth of resources that are available on the shelf in more affluent neighborhoods. After much discussion, Jonathan Winkler moved (Boatman) to accept this program option. The motion **passed** by a vote of 11-1 with Mr. Randall Johnston opposed.

The second program option moves internet charges into the general fund budget. This change is intended to ensure equity of access to information and enable the library to better fulfill its role in promoting digital inclusion. Public computing services are the library's second highest ranked activity and an untouchable component of its service delivery. Incorporating internet charges into the general fund secures the Library's ability to provide Wi-Fi, public computing, technology training, reference, and research services to the citizens of Wichita. TaDonne Neal moved (Winkler) to accept this program option. **Motion carried unanimously.**

President McWhorter informed board members that due to the resignation of Lamont Anderson, TaDonne Neal has become the First Vice President, leaving empty the post of Second Vice President. Erinn Bock has been nominated to fill this vacancy. President McWhorter moved (Boatman) to elect Ms. Bock as the Second Vice President. **Motion carried unanimously.**

Finance Committee Report

No report.

Operations Committee Report

No report.

Planning & Facilities Committee Report

No report.

Public Affairs Committee Report

No report.

Special Committee Reports

Friends of the Library – Amanda Shankle reported that the Friends budget was approved at their last board meeting. It includes funding for a number of library programs, including the Summer Reading Program and Candid Conversations. A used book sale will be held virtually on March 27.

Library Foundation – Kristi Oberg reported that the Foundation cut expenses to offset lower than expected fundraising revenue and nearly balanced the budget, ending 2020 with a deficit

of \$1,711 for the year. In 2020 the Foundation provided \$550,658 for Library programs and services. As the 2021 budget is finalized, the Foundation payout to the Library will increase by 25%. The Foundation has welcomed four new board members for 2021.

Wichita Genealogical Society (WGS) – WGS will begin moving to a new computer system named Wild Apricot with a launch date of April 1, 2021. February will feature a presentation on the Wichita Dockum Drug Store sit-in, while March will bring a talk on DNA clusters.

Director of Libraries Report

Interim Director Dowell reported that on February 1, 2021, curbside service started at the Walters branch, which is still waiting for all of its furniture to arrive. A grand opening ceremony will be held once libraries have reopened.

The Leadership Team has been discussing plans for moving forward from curbside service only. Staff prefers the covid-19 test positivity rate within the county to be 5% or lower for two weeks before the public is readmitted to library buildings. New covid-19 cases within the county have been falling and test positivity currently stands at 5.3%. These favorable trends have already prompted the county to increase the number of people allowed to gather indoors. They also bolster the case for further restoration of service at the library. President McWhorter encouraged board members to become a part of the reopening discussion with staff and leadership.

Announcements

None

Adjournment

The meeting was adjourned at 1:07 p.m.

The next regularly scheduled meeting will be March 16, 2021.

Respectfully submitted,

Kristi Dowell
Interim Director of Libraries

REVENUE REPORT -FEBRUARY 2021

OBJECT	ACCOUNT DESCRIPTION	BUDGET	MONTHLY REVENUE TARGET	RECEIVED IN MONTH	RECEIVED YTD	% RECEIVED YTD
422110	Library Desk Receipts (Fines)	\$ 310,929.00	\$ 15,546.45	\$ 7,238.95	\$ 17,344.24	5.58%
423030	Meeting Room Rentals	\$ 32,875.00	\$ 3,616.25	\$ -	\$ -	0.00%
424011	Copy Charges	\$ 13,088.00	\$ 785.28	\$ 168.00	\$ 569.30	4.35%
424101	Public Computing Charges	\$ 34,237.00	\$ 2,054.22	\$ 556.75	\$ 1,068.35	3.12%
646981	State Setoff Collections	\$ 96,500.00	\$ 5,790.00	\$ 384.42	\$ 1,897.28	1.97%
646990	Other Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0.00%
646998	Cash Over/Short	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL	\$ 487,629.00	\$ 27,792.20	\$ 8,348.12	\$ 20,879.17	4.28%

GENERAL FUND SUMMARY REPORT
FEBRUARY 2021

OBJECT	ACCOUNT DESCRIPTION	APPROPRIATION	CURRENT MONTH EXPENDITURES	CURRENT MONTH ENCUMBRANCES	YTD EXPENDITURES	BALANCE	PERCENT EXPENDED
511000	Base Compensation	\$ 5,074,464.00	\$ 363,457.65	\$ -	\$ 724,822.23	\$ 4,349,641.77	14%
511999	Planned Savings	\$ (401,269.00)	\$ -	\$ -	\$ -	\$ (401,269.00)	0%
512000	Special Compensation	\$ 1,956.00	\$ 3,019.52	\$ -	\$ 3,569.52	\$ (1,613.52)	182%
512051	Mileage Reimbursement	\$ 2,400.00	\$ 185.91		\$ 185.91	\$ 2,214.09	8%
513020	Premium Overtime	\$ -	\$ 90.29	\$ -	\$ 90.29	\$ (90.29)	#DIV/0!
518200	Employer Wage Taxes & WC	\$ 458,684.00	\$ 30,755.57		\$ 61,103.20	\$ 397,580.80	13%
518300	Employer Share EE Insurance	\$ 1,005,737.00	\$ 72,261.98		\$ 145,119.72	\$ 860,617.28	14%
518400	Employer Share Pension/Retire	\$ 601,878.00	\$ 40,395.45	\$ -	\$ 80,292.02	\$ 521,585.98	13%
521011	Electricity	\$ 298,449.00	\$ 5,303.54	\$ -	\$ 10,106.79	\$ 288,342.21	3%
521021	Natural Gas	\$ 41,004.00	\$ 3,772.55	\$ -	\$ 9,854.77	\$ 31,149.23	24%
521030	Water Service	\$ 11,004.00	\$ 850.87	\$ -	\$ 1,835.96	\$ 9,168.04	17%
521050	Trash Service	\$ 4,404.00	\$ 352.27	\$ -	\$ 352.27	\$ 4,051.73	8%
521060	Local Telephone Service	\$ 21,636.00	\$ 671.00	\$ -	\$ 1,401.38	\$ 20,234.62	6%
522010	PBX Line Charges	\$ 11,058.00	\$ 932.58	\$ -	\$ 1,863.58	\$ 9,194.42	17%
522020	PBX Instrument Charges	\$ 17,460.00	\$ 1,571.04	\$ -	\$ 3,147.29	\$ 14,312.71	18%
522030	IT Moves & Changes	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0%
522040	Long Distance & Teleconference	\$ 900.00	\$ 86.90	\$ -	\$ 106.90	\$ 793.10	12%
522070	Voicemail	\$ 1,512.00	\$ 326.00	\$ -	\$ 652.00	\$ 860.00	43%
522080	Automatic Call Distribution	\$ -	\$ 65.50	\$ -	\$ 131.00	\$ (131.00)	#DIV/0!
522990	Other Communications Charges	\$ (8,120.00)	\$ 640.00	\$ -	\$ 640.00	\$ (8,760.00)	-8%
523010	Building & Contents Insurance	\$ 92,632.00	\$ -	\$ -	\$ -	\$ 92,632.00	0%
523020	Vehicle Liability Premiums	\$ 870.00	\$ -	\$ -	\$ -	\$ 870.00	0%
524010	Recruitment & Hiring	\$ 3,140.00	\$ -	\$ -	\$ -	\$ 3,140.00	0%
524020	Employee Travel & Training	\$ 1,600.00	\$ -	\$ -	\$ -	\$ 1,600.00	0%
525083	Textile Rental & Laundry Svcs	\$ 2,925.00	\$ 68.14	\$ -	\$ 172.98	\$ 2,752.02	6%
525990	Other Professional Services	\$ 37,970.00	\$ 1,175.80	\$ -	\$ 2,333.85	\$ 35,636.15	6%
526010	Motor Pool Scheduled Charges	\$ 3,720.00	\$ 310.00	\$ -	\$ 620.00	\$ 3,100.00	17%
526020	Building Repair & Maint	\$ 13,630.00	\$ -	\$ -	\$ -	\$ 13,630.00	0%
526041	Janitorial Services	\$ 63,000.00	\$ -	\$ -	\$ -	\$ 63,000.00	0%
526042	Pest Control Services	\$ 13,000.00	\$ 92.00	\$ -	\$ 92.00	\$ 12,908.00	1%
526070	Equipment Repair & Maint	\$ 5,421.00	\$ -	\$ -	\$ 420.00	\$ 5,001.00	8%
526092	Facility Rental	\$ 49,060.00	\$ 4,088.24	\$ -	\$ 10,676.48	\$ 38,383.52	22%
529010	Bank Charges	\$ 5,000.00	\$ 348.01	\$ -	\$ 641.47	\$ 4,358.53	13%
529021	Express Mail	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	0%
529030	Shipping & Freight	\$ (440.00)	\$ -	\$ -	\$ -	\$ (440.00)	0%

GENERAL FUND SUMMARY REPORT
FEBRUARY 2021

OBJECT	ACCOUNT DESCRIPTION	APPROPRIATION	CURRENT MONTH EXPENDITURES	CURRENT MONTH ENCUMBRANCES	YTD EXPENDITURES	BALANCE	PERCENT EXPENDED
529061	Organizational Memberships	\$ 3,195.00	\$ -	\$ -	\$ -	\$ 3,195.00	0%
529070	Printing & Copying	\$ 23,472.00	\$ 710.55	\$ -	\$ 1,800.15	\$ 21,671.85	8%
529150	Data Center Charges	\$ 991,088.00	\$ 83,454.29	\$ -	\$ 166,908.58	\$ 824,179.42	17%
529990	Other Contractuals	\$ 77,583.00	\$ 5,724.88	\$ -	\$ 5,817.28	\$ 71,765.72	7%
531010	Computing Supplies	\$ 900.00	\$ -	\$ -	\$ 356.13	\$ 543.87	40%
531020	Office Supplies	\$ 48,575.00	\$ 2,313.68	\$ -	\$ 2,313.68	\$ 46,261.32	5%
531030	Custodial Supplies	\$ 6,000.00	\$ 524.25	\$ -	\$ 524.25	\$ 5,475.75	9%
532990	Other Equip Parts & Supplies	\$ 450.00	\$ 23.88	\$ -	\$ 47.76	\$ 402.24	11%
539012	Gasoline	\$ 1,800.00	\$ 173.11	\$ -	\$ 386.74	\$ 1,413.26	21%
549010	Furniture & Fixtures <\$5k	\$ 9,990.00	\$ -	\$ -	\$ -	\$ 9,990.00	0%
549020	Data Processing Equip <\$5k	\$ 9,665.00	\$ 610.31	\$ -	\$ 610.31	\$ 9,054.69	6%
549110	Library Materials	\$ 627,530.00	\$ 32,165.32	\$ -	\$ 32,165.32	\$ 595,364.68	5%
	Expense Total	\$ 9,239,033.00	\$ 656,521.08	\$ -	\$ 1,271,161.81	\$ 7,967,871.19	14%

Grant Fund Summary Report
FEBRUARY 2021

Grant	Beginning Balance 02/01/2021	Revenue Received	Personnel Services	Contractuals	Materials	Supplies & Petty Cash	Equipment	Total Expenditures	Encumbrances	Remaining Balance 02/28/2021
SCKLS 2020	\$ 159,364.43	\$ -	\$ -	\$ 16,833.59	\$ -	\$ -	\$ -	\$ 16,833.59	\$ -	\$ 142,530.84
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 159,364.43	\$ -	\$ -	\$ 16,833.59	\$ -	\$ -	\$ -	\$ 16,833.59	\$ -	\$ 142,530.84

Wichita Public Library General Fund Bills

February 2021

Org: 10000080

10001 - Library - Personnel

1B - Base Compensation

511000 _Base Compensation

Payroll, PP02.05.21 \$182,608.23

Payroll, PP02.19.21 \$180,849.42

Total 511000 _Base Compensation \$363,457.65

Total 1B - Base Compensation \$363,457.65

1F - Special Compensation

512000 _Special Compensation

Payroll, PP02.05.21 \$2,844.52

Payroll, PP02.19.21 \$175.00

Total 512000 _Special Compensation \$3,019.52

512051 Mileage Reimbursement

Payroll, 4664 \$3.65

Payroll, 4753 \$54.55

Payroll, 4755 \$38.71

Payroll, 4756 \$69.08

Payroll, 5032 \$19.92

Total 512051 Mileage Reimbursement \$185.91

Total 1F - Special Compensation \$3,205.43

1J - OT Compensation

513000 _Overtime Compensation

Payroll, PP02.19.21 \$90.29

Total 513000 _Overtime Compensation \$90.29

Total 1J - OT Compensation \$90.29

1N - Employee Benefits

518200 Employer Wage Taxes & WC

Payroll, PP02.05.21 \$15,547.74

Payroll, PP02.19.21 \$15,207.83

Total 518200 Employer Wage Taxes & WC \$30,755.57

518300 Employer Share EE Insurance

Payroll, PP02.05.21 \$36,130.99

Payroll, PP02.19.21 \$36,130.99

Total 518300 Employer Share EE Insurance \$72,261.98

518400 Employer Share Pension/Retire

Payroll, PP02.05.21 \$20,195.56

Payroll, PP02.19.21 \$20,199.89

Total 518400 Employer Share Pension/Retire \$40,395.45

Total 1N - Employee Benefits \$143,413.00

Total 10001 - Library - Personnel \$510,166.37

10002 - Library - Contractuals

2B - Utilities

521011 Electricity - EDI

CO CO PROPERTIES LLC \$423.78

Wichita Public Library General Fund Bills

February 2021

EVERGY KANSAS CENTRAL INC	\$4,879.76
Total 521011 Electricity - EDI	\$5,303.54
521021 Natural Gas - EDI	
BLACK HILLS UTILITY HOLDING INC	\$934.07
ONE GAS INC	\$2,838.48
Total 521021 Natural Gas - EDI	\$3,772.55
521030 Water Service	
CITY OF WICHITA	\$850.87
Total 521030 Water Service	\$850.87
521050 Trash Service	
BEST VALUE SERVICES LLC	\$352.27
Total 521050 Trash Service	\$352.27
Total 2B - Utilities	\$10,279.23
2F - Technology Charges	
521060 Local Telephone Service	
City of Wichita	\$671.00
Total 521060 Local Telephone Service	\$671.00
522010 PBX Line Charges	
City of Wichita	\$932.58
Total 522010 PBX Line Charges	\$932.58
522020 PBX Instrument Charges	
City of Wichita	\$1,571.04
Total 522020 PBX Instrument Charges	\$1,571.04
522040 Long Distance & Teleconference	
AT&T	\$58.65
City of Wichita	\$28.25
Total 522040 Long Distance & Teleconference	\$86.90
522070 Voicemail	
City of Wichita	\$326.00
Total 522070 Voicemail	\$326.00
522080 Automatic Call Distribution	
City of Wichita	\$65.50
Total 522080 Automatic Call Distribution	\$65.50
522990 Other Communications Charges	
NORTHEAST KANSAS LIBRARY SYSTEM	\$640.00
Total 522990 Other Communications Charges	\$640.00
529150 Data Center Charges	
City of Wichita	\$83,454.29
Total 529150 Data Center Charges	\$83,454.29
Total 2F - Technology Charges	\$87,747.31
2R - Professional Svcs	
525083 Textile Rental & Laundry Svcs	
ARAMARK UNIFORM & CAREER APPAREL	\$52.42
CINTAS CORPORATION	\$15.72
Total 525083 Textile Rental & Laundry Svcs	\$68.14
525990 Other Professional Services	
SIGN LANGUAGE INTERPRETING SERVICES	\$178.00

Wichita Public Library General Fund Bills

February 2021

UNIQUE MANAGEMENT SERVICES INC	\$997.80
Total 525990 Other Professional Services	\$1,175.80
Total 2R - Professional Svcs	\$1,243.94
2V - Bldg & Equip Charges	
526010 Motor Pool Scheduled Charges	
City of Wichita	\$310.00
Total 526010 Motor Pool Scheduled Charges	\$310.00
526042 Pest Control Services	
P-CARD ONE-TIME PAY	\$92.00
Total 526042 Pest Control Services	\$92.00
526092 Rent-Real Property	
CO CO PROPERTIES LLC	\$4,088.24
Total 526092 Rent-Real Property	\$4,088.24
Total 2V - Bldg & Equip Charges	\$4,490.24
2Z - Other Contractuals	
529010 Bank Charges	
City of Wichita	\$348.01
Total 529010 Bank Charges	\$348.01
529070 Printing & Copying	
City of Wichita	\$710.55
Total 529070 Printing & Copying	\$710.55
529990 Other Contractuals	
ARAMARK UNIFORM & CAREER APPAREL	\$28.20
P-CARD ONE-TIME PAY	\$5,678.68
UNDERGROUND VAULTS & STORAGE INC	\$18.00
Total 529990 Other Contractuals	\$5,724.88
Total 2Z - Other Contractuals	\$6,783.44
Total 10002 - Library - Contractuals	\$110,544.16
10003 - Library - Commodities	
3B - Supplies	
531020 Office Supplies	
City of Wichita	\$267.53
P-CARD ONE-TIME PAY	\$2,046.15
Total 531020 Office Supplies	\$2,313.68
531030 Custodial Supplies	
P-CARD ONE-TIME PAY	\$524.25
Total 531030 Custodial Supplies	\$524.25
Total 3B - Supplies	\$2,837.93
3F - Components & Parts	
532020 Automotive Parts & Supplies	
City of Wichita	\$23.88
Total 532020 Automotive Parts & Supplies	\$23.88
Total 3F - Components & Parts	\$23.88
3N - Fuel	
539012 Gasoline	
City of Wichita	\$173.11

Wichita Public Library General Fund Bills

February 2021

Total 539012 Gasoline	\$173.11
Total 3N - Fuel	\$173.11
4Z - Non-Capital Outlay	
549020 Data Processing Equip <\$5k	
City of Wichita	\$99.65
P-CARD ONE-TIME PAY	\$510.66
Total 549020 Data Processing Equip <\$5k	\$610.31
549110 Library Materials	
P-CARD ONE-TIME PAY	\$32,165.32
Total 549110 Library Materials	\$32,165.32
Total 4Z - Non-Capital Outlay	\$32,775.63
Total 10003 - Library - Commodities	\$35,810.55

Grand Total**\$656,521.08**

Wichita Public Library Grant Bills

February 2021

Y0801 - SCKLS 2020

2 - Contractuals

2B - Utilities

521070000 Internet Service

COX COMMUNICATIONS

\$11,985.59

Total 521070000 Internet Service

\$11,985.59

Total 2B - Utilities

\$11,985.59

2R - Professional Svcs

525990000 Other Professional Services

LK ARCHITECTURE INC

\$4,848.00

Total 525990000 Other Professional Services

\$4,848.00

Total 2R - Professional Svcs

\$4,848.00

2Z - Other Contractuals

529141000 Software License & Maint Fees

CDW GOVERNMENT INC

\$0.00

Total 529141000 Software License & Maint Fees

\$0.00

Total 2Z - Other Contractuals

\$0.00

Total 2 - Contractuals

\$16,833.59

Total Y0801 - SCKLS 2020

\$16,833.59

GIFT AND MEMORIAL FUND

RECEIPTS/REIMBURSEMENTS

Baird (interest)	\$158.83
CD Redeemed	\$100,000.00
Levand Transfer from Foundation	\$62,418.75
Memorial Donations	\$80.84

TOTAL RECEIPTS	\$162,658.42
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EXPENDITURES

Cocoa Dolce (Big Read Kickoff Refreshments)	\$432.96
Emprise Bank/Lakeshore Learning (Walters Branch Children's Room)	\$127.88
Emprise Bank/Amazon (Walters Branch Towel Holder)	\$63.95
Harris Computer Systems (Pressure Seal Machine)	\$2,465.00
Ingram Library Services (Materials)*	\$44.30
Midwest Tape (Materials)*	\$2,783.52
National Orphan Train Complex (Senior Wednesday Presenter)	\$75.00
Scholastic (Summer Reading)	\$1,852.50
Julie Sherwood (Big Read Program Supplies)	\$79.00
Wichita Public Library Foundation (Big Read Postcards Reimbursement)	\$54.66

TOTAL EXPENDITURES	\$7,978.77
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*Reimbursed expenses

Ms. Dowell:

You are hereby authorized to issue checks to the foregoing payees in the amounts indicated.

_____ President _____ Treasurer



INTEROFFICE MEMORANDUM

TO: Library Board of Directors
FROM: Kristi Dowell, Interim Director of Libraries *Kristi Dowell*
SUBJECT: Evergreen Naming Process-Library Board as Naming Advisory Committee
DATE: March 16, 2021

Background: On December 22, 2020 the City Council voted to designate the Library Board of Directors as the Naming Advisory Committee for the naming of the remodeled Evergreen Community Center in District VI. Library Board member Jonathan Winkler is serving as the lead of the committee.

Analysis: Council Member Cindy Claycomb will be joining in for this discussion to kick off the Library Board of Directors' involvement in the naming process.

As the committee thinks about the name of the renovated facility, it is important to recognize that it will become more than just a library or a neighborhood center. The community center will be a resource specifically for the surrounding neighborhood and more generally for the larger community. It is important that a name is found that is somehow representative of or linked to the neighborhood in which the new community center is located. The facility and the name should be culturally inviting.

If the facility is named for a person, it should be someone with a tie to the neighborhood. If it is a different type of name, there should be some cultural or neighborhood representation, or both.

The recommended name for the community center will need to go to City Council for final approval.

Legal Considerations: None

Recommendations/Actions: The Library Board of Directors is being asked to discuss plans for the process to solicit community engagement as well as the anticipated timeline and any other concerns or ideas to be taken into consideration throughout the process.

Attachment: Evergreen Center Revitalization

Evergreen Center Revitalization



Bringing Residents and Resources Together

The Evergreen Neighborhood Center was built in the 1970s as part of a four-building complex at 2700 North Woodland in the heart of Wichita's historic North End.

Today, a \$1.6 million dollar City of Wichita investment is expanding the Evergreen Library into a new neighborhood center where community residents can connect with a variety of resources, services, and educational opportunities, in addition to the library and its computing services.

This expanded Evergreen Center will continue to serve the North End's large and growing Latino population and their rich cultural history, as well as all area residents who call the North End home.

A new non-profit, Empower Evergreen, will be a lead organization located in the Center. It will serve to facilitate communication, collaboration, and coordination of activities among other co-located non-profits and program partners working together in the new Center. Empower Evergreen will connect local residents to a continuum of educational opportunities, work-readiness preparation, and small business development resources.

Aspirational Vision

A multi-cultural, multi-generational resource center in Wichita's historic North End neighborhood where community residents can access information, city services, educational opportunities, small business development assistance, family support, and connection to a variety of other resources in a welcoming and safe space that is culturally inviting, comfortable, and bilingual.

Collaboration space

Small Business Development

Workforce & Career readiness services

Collective Partner Mission

Provide a facility and infrastructure in which partners can offer their services and programs. Our partners are community-based organizations focused on revitalizing the areas in which they are located—typically low-income, undeserved neighborhoods that have experienced significant disinvestment.

The purpose is to empower residents and build community wealth.

Focus Areas: Workforce and Career Readiness and Small Business Development.

Expected Outcomes: Residents and their families reach personal goals of greater self-sufficiency as informed, engaged, productive and contributing community members.

OVER 30
COMMUNITY
PARTNERS



Facility Costs

The Wichita City Council approved \$1,000,000 from the sale of the Hyatt Hotel and an additional \$650,000 from the City's capital improvement budget to be invested in the design and construction of the Evergreen Neighborhood Center facility.

Operating Costs

Empower Evergreen is raising seed funds for its first five years of operation. The fundraising goal is \$500,000 to fund initial start-up activities and an Executive Director to facilitate and implement those efforts.

One-stop neighborhood access to:

Information
City services
Family support

Media Report: February 2021

Television:

- February 2, 2021 / KSN: "Tax assistance available for Wichita residents," <https://www.ksn.com/news/local/tax-assistance-available-for-wichita-residents/>
- February 12, 2021 / KCTU: weekly programming update
- February 18, 2021 / KWCH: "Changemakers: Former Wichitan, Ronald Walters left mark on civil rights movement," <https://www.kwch.com/2021/02/19/changemakers-former-wichitan-ronald-walters-left-mark-on-civil-rights-movement/>
- February 19, 2021 / KCTU: weekly programming update
- February 26, 2021 / KCTU: weekly programming update

Radio:

- February 1, 2021 / KFDI: "South Wichita Library branch opens with curbside services," <https://www.kfdi.com/2021/02/01/south-wichita-library-branch-opens-with-curbside-services/>
- February 3, 2021 / KMUW: "Next Best Thing: Getting Social From Home," <https://www.kmuw.org/post/next-best-thing-getting-social-home>
- February 20, 2021 / NPR: "Black Political Leader Ron Walters Honored In His Kansas Hometown," <https://www.npr.org/2021/02/20/969703467/black-political-leader-ron-walters-honored-in-his-kansas-hometown>

From: Julie Crawford, WGS

To: WPL Board

Date: March 4, 2021

Our February meeting on Zoom was a presentation by Prisca Barnes about the Dockum Drug Store Sit-In. We have placed a recording of this presentation on our website for everyone, not just for members. It can be found at <https://wichitagensoc.org>. This meeting was our first "Zoom Sellout." We fluctuated between 97 and 100 people for most of the meeting, and still had 84 at the end. We may have to increase our maximum number allowed for future meetings. If any people were turned away, they would have been latecomers.

On March 27 and April 10, we will host a Genealogy 101 Course on Zoom for 15 people. It is for members only, but people can join before registering. It is one of our ways to get new members.

Our speaker for March 20 will be our president, Margaret Kline. She will continue her DNA series and discuss clusters.

We have 168 members.

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