

## A G E N D A

**Wichita Public Library Board of Directors Meeting  
Tuesday, August 16, 2022 – 12:00 p.m.  
Board Room  
Advanced Learning Library, Second Floor  
711 W 2<sup>nd</sup>, Wichita KS 67203**

1. Call to Order/Introductions
  - a) Staff Presentation: Public Technology Enhancements, Jeff Tate, Digital Services Manager
2. Approval of the Agenda
3. Public Comment
4. Minutes of the July 19, 2022 Meeting
5. Unfinished Business
  - a) Receive and file Semi-Annual Report of Gifts and Memorials Account
  - b) Receive and file Semi-Annual Report of Staff Travel
6. New Business
7. Finance Committee Report
  - a) July Finance Reports and Bills

General Fund Bills	\$780,493.71
Grant Fund Bills	\$66,327.43
Gift & Memorial Fund Bills	\$24,004.79
<b><u>Total</u></b>	<b>\$870,825.93</b>

- b) Approval of Invoices Exceeding \$10,000.00: Ebsco
8. Operations Committee Report
9. Planning & Facilities Committee Report
10. Public Affairs Committee Report
11. Support Organization Reports
12. Director of Libraries Report
13. Announcements
14. Adjournment



# Monthly Activity Report

## July 2022

### **Service Highlights**

The Boys and Girls Club of South Central Kansas held a day program at Maize South Intermediate School and asked the Westlink Branch Library to create an event focused on literacy and closing the gap of summer learning loss. Youth Services Librarian Eva Peacock led two programs sharing how students can participate in the Summer Reading Program. She also read several books and led them through creative and educational projects.

The Library's internet bundles are available to customers for another year. Internet bundles consist of an internet hotspot and Chromebook to provide everything customers need to access the internet. The Library was approved for \$111,825.50 in federal funding through the FCC's Emergency Connectivity Fund (ECF) program. The ECF funding supports internet service for 250 hotspots and 50 Chromebooks to replace those lost or damaged units. The internet bundles will be available to customers through June 30, 2023. After that, the Library will remove the hotspots and circulate the Chromebooks. In the first year of service, internet bundles circulated 1,209 times.

Customers are enjoying faster internet services at all branches, including some of the fastest publicly available internet in the City. With the switch to IdeaTek, Evergreen and Walters now have 1 Gbps internet speeds, the same internet bandwidth as the Advanced Learning Library. This high speed internet will greatly improve customer connectivity at branches and accelerate the work of community partners at Evergreen. While not quite as fast, the Alford, Angelou, Rockwell, and Westlink branches now have internet speeds of 250 Mbps, up from 100Mbps. However, as each of these branches are remodeled and new network equipment is installed, they will be upgraded to 1 Gbps speeds. Once the remodels are complete, the Library will achieve its goal of meeting the internet standards for urban library systems.

The Library recently added sets of Finch Robots to the programming collection. The robots are designed for students to help them learn programming. The software ranges from basic icon-based coding to advanced text-based programming. Rockwell Branch Youth Services Librarian Katrina York taught WPL's first Finch Robot 2.0 class on July 12. Eleven youth and six guardians explored basic programming functions as they made their robots draw, sing and dance by wireless commands. Participants were encouraged to further their learning by reserving one of the circulating Finch Robot sets to check out and take home.

On Saturday, July 23, Sara Dixon and Jennifer Durham hosted the ReadICT Book Swap, the first one that since 2019. There were more than 40 people in attendance. The book swap is a way for those participating in the ReadICT book challenge to bring books in and trade with each other. It's a fun and free way to share the love of reading! Multiple people shared how happy they were that the library brought the book swap back and that they are looking forward to more in the future. One participant even said "You should do these every quarter! I've really missed these and I always look forward to them!" After the event, there was a cart overflowing with leftovers, which were donated to the Friends of the Library.

## **Other News**

Evergreen Branch staff participated in the Love Your Community event at Evergreen Park on July 9. Anne Ethan (Branch Manager) and Julian Pando (Library Assistant) staffed an informational table at a resource fair and provided information about the library and other services available.

The Wichita Public Library Foundation received a grant from the United Way of the Plains to help relaunch early learning initiatives at the Evergreen Community Center and Library and Wichita's North End. Part of these funds will be used to purchase Big Blue Blocks from Imagination Playground. This collection is designed for indoor and outdoor spaces and features bricks, cylinders, chutes, channels and parts that suggest motion or connectivity. They inspire children to design their own inventions, environments and activities.

Earlier this year, the Library department completed a SOAR (Strengths, Opportunities, Aspirations and Results) analysis and came up with several projects staff are working on this year. Two of those projects are now complete. Division Managers Kristi Dowell and Tammy Penland developed a plan to revamp the new hire onboarding process and a plan to implement library-specific skill building for staff. Through the analysis, an overarching theme resulted in affirming that staff is the department's most valuable assets, and as such, staff development must be a priority. The Library will have better informed and trained staff who are confident in their skills and will provide a higher level of service to the community.

Sarah Kittrell was invited to participate in the July Engage ICT event, "Sorting out Facts, Truth, and Opinion." The event is co-presented by the NPR program *1A*, with *1A* host, Jenn White, leading the discussion. Also on the panel are Tom Shine, Director of News and Public Affairs for KMWU, and Mythili Menon, Assistant Professor of English and Linguistics at Wichita State University. The talk will be featured on a future episode of *1A*.

While the Library's 3D printing classes remain popular, the service itself is still not being used much. Thirty-one customers are now certified to use the Library's 3D printers, while 127 customers have completed the first class and 84 customers completing both classes. Nineteen students have attended the Prusa class. Staff is exploring ideas to get more customers who have taken the classes certified and those customers who are certified to use the 3D printing services.

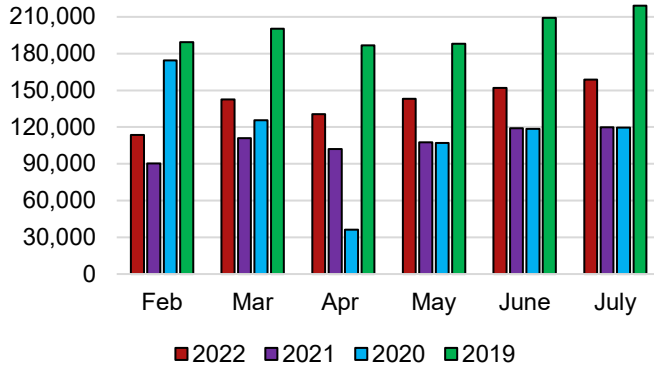
Technology training staff continue to be busy as customers become more comfortable with in-person services. Staff completed 244 book a librarian appointments in July. Customers were given assistance or unemployment filing, resume posting and printing, passport applications, printing court documents, phone assistance, tax forms, and online security issues. The section also taught 12 technology classes with 79 in-person students in attendance. Eight students participate via Zoom.

The Sedgwick County Health Department continued to hold COVID-19 vaccine clinics at both Alford and Walters branches in July, and has requested to hold two vaccine clinics at the Walters Branch in August. They shared that the Walters Branch location has been one of their most successful sites in Wichita. The extra traffic at Walters on Mondays, which are already busy from being closed over the weekend, at first overwhelmed staff but they have adjusted by placing extra seating in the children's area for residents that are waiting for their vaccine.

John Cleary (Advanced Learning Library) helped six customers learn how to use Foundation Directory Online to find grants for children and low-income schools. He successfully found more than 30 grant makers for each customer.

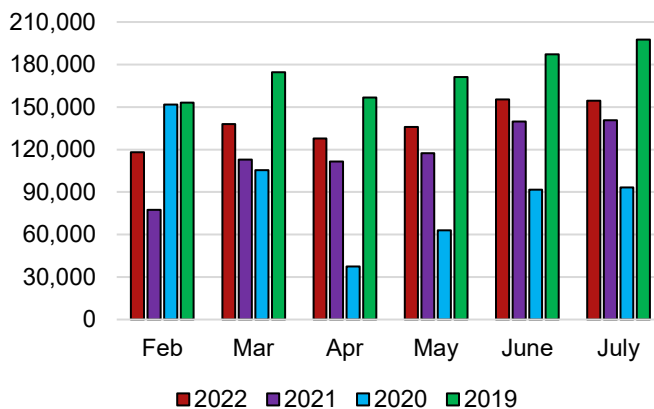
## Service Dashboard

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



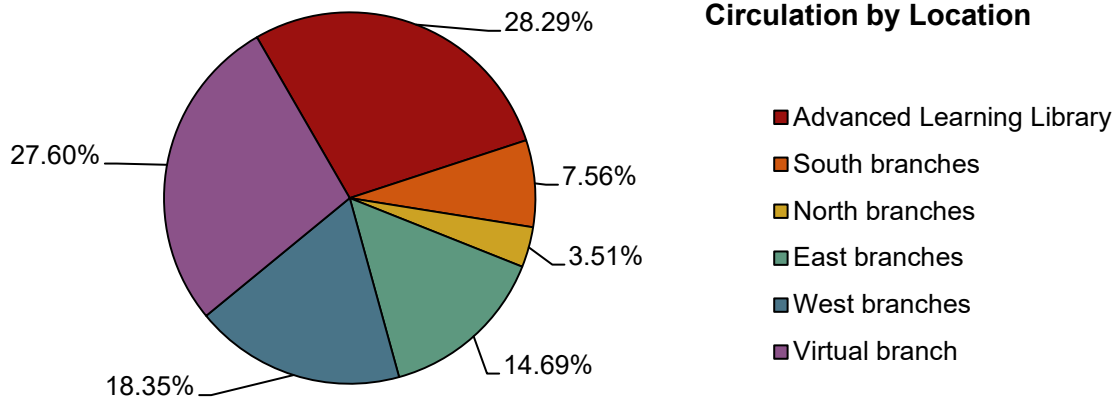
JULY			
	2022	2021	% change
Door Counts	67,859	42,231	60.69%
Catalog Log-ins	38,481	35,635	7.99%
Website Visits	52,419	42,085	24.56%
CONTENTdm Users	475	N/A	N/A
Total	159,234	119,951	32.75%

### CHECKOUTS

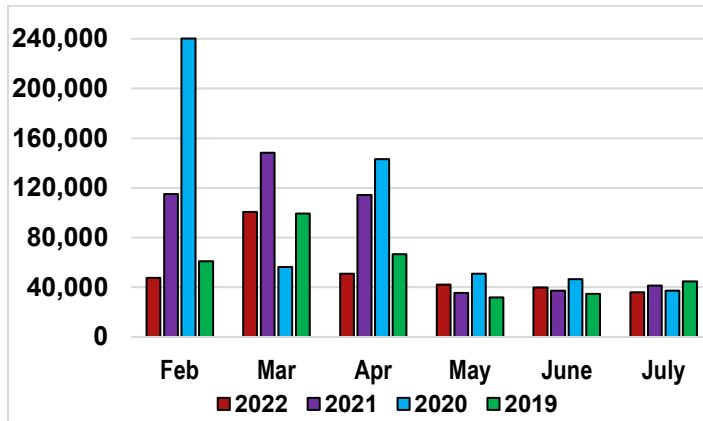


JULY			
	2022	2021	% change
Physical Circ	111,876	106,584	4.97%
Virtual Circ	42,651	34,115	25.02%
WPL	34,829	26,511	31.38%
State	7,822	7,604	2.87%
Total	154,527	140,699	9.83%

### Circulation by Location

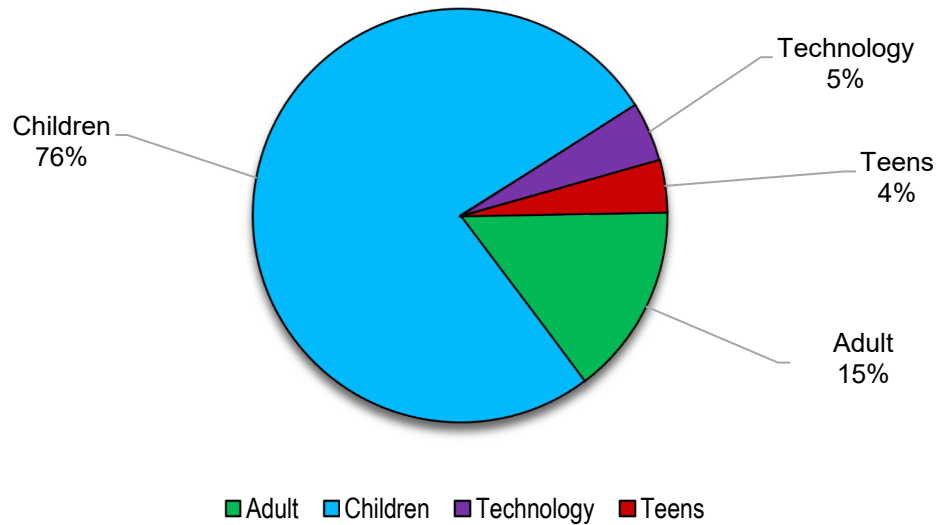


## QUESTIONS ANSWERED (by staff in person/phone and through online services)



JULY			
	2022	2021	% change
Reference Questions	5,558	7,573	-26.61%
Database Searches	27,599	30,191	-8.59%
Technology Assistance	2,653	3,295	-19.48%
Book-A-Librarian Appointments	245	216	13.43%
Total	36,055	41,275	-12.65%

## PROGRAM ATTENDANCE



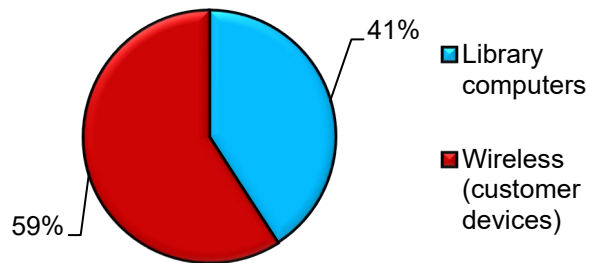
### JULY ATTENDANCE

	2022	2021	% change
Adult events	311	123	152.85%
Children's events	1,579	560	181.96%
Technology training	96	46	108.70%
Teen events	83	30	176.67%
TOTAL	2,069	759	172.60%

Attendance numbers for two July 2022 programs were not available at the time of this report's publication.

## PUBLIC COMPUTING

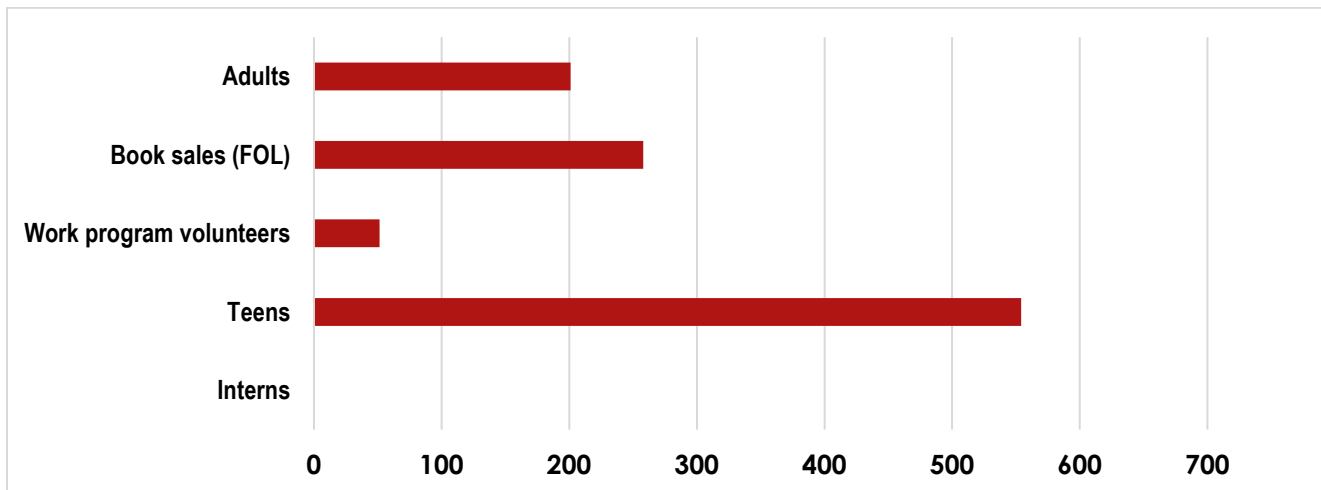
**Method of Computing Access  
(by session)**



### JULY

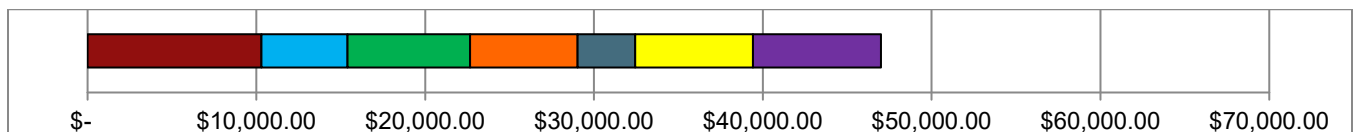
	2022	2021	% change
Workstation Sessions	5,828	4,215	38.27%
Wi-Fi Sessions	8,418	5,765	46.02%
Number of Users	1,227	755	62.52%
Hours of Access	8,924	6,336	40.85%

## VOLUNTEERS (hours of service)



**Number of volunteers YTD = 134    Hours of service YTD = 4,046**

## MATERIALS DONATIONS (value if purchased)



**Year to date total = \$47,001.36    Items added to Library collections YTD = 2,648**

## **Service Snapshot: Recent Raving Fans Stories**

Jennifer Durham (Advanced Learning Library) helped a customer who was looking for books on the foster care system because he was wanting to open up a foster care home. Unfortunately, the library did not have any books that covered that aspect of foster care. Jennifer recommended looking at online resources since it would have the most updated information and provided a link to the Kansas Department of Children and Families website which had a section on Foster Care Licensing, which included the different types of care homes and what the process was for opening each kind of home. The customer thanked Jennifer for taking that extra step to help him get started.

A customer requested art books for her classes through Interlibrary Loan because she wanted to preview books before making a purchase. Staff told her brand new textbooks would be difficult to acquire since many college libraries won't circulate them through Interlibrary Loan. The customer decided she would accept an edition closest to the current one. She raved about the savings not having to buy the book. She showed her husband the savings printed on the receipt to let him know how much they saved since large art books and textbooks are not cheap. Year-to-date, she has saved \$1,096.92.

Eva Peacock (Westlink) recently visited the Boys and Girls Club of South Central Kansas at Maize South Intermediate School to tell them about library services. As a result, students have come to the branch and registered for the Summer Reading Program to help maintain their reading skills.

Sara McNeil (Evergreen/Angelou) helped a Spanish speaking customer complete the 18<sup>th</sup> Judicial District Court online questionnaire for jury service. The customer had limited command of English and although the website had a Spanish translation, the questionnaire remained in English. Sara translated the questions for the customer as he inputted the data. The customer submitted the questionnaire and was informed to follow-up by the required date to see if he needed to serve. The customer was extremely grateful and said that he could not have done this without Sara's help.

Cassie Fahey (Advanced Learning Library) was asked an unusual question by a concerned telephone customer who needed to know whether their remains can be put into a firework display. The answer is yes, there are several companies that do this. Author Hunter Thompson was one of the first celebrities to do this. The customer was relieved and very appreciative of the information and thanked Cassie and the library staff for researching unusual questions without any "judgement."

A customer needed to schedule a proctor for their high school student. The requirements from the school was stressing them out, and they reached out to the library to ask about the library's proctoring services. At the beginning of the call, they had a lot of anxiety about finding a proctor since the process was new to them but after staff explained the intake process and lead them through the steps to have a test proctored, they said they were relieved and felt better about the upcoming semester.

A customer requested help finding a copy of the Terry Pratchett's *Bad Omens*. The book was checked out and the customer declined a hold and said they were just looking for a "funny book to read." Daniel Pewewardy directed them to similar books using the Novelist database, finding several available to check out that day. The customer selected a couple of titles from the staff member's suggestions and thanked staff for the help.

## **WICHITA PUBLIC LIBRARY**

Minutes of a Meeting of the Library Board of Directors  
July 19, 2022.

The hybrid meeting of the Library Board of Directors was held on Tuesday, July 19, 2022 at the Advanced Learning Library with the following present in person: Ms. Lauren Hirsh, Mr. Randall Johnston, Mr. Kevin McWhorter, Ms. Shelby Petersen, and Mr. Jonathan Winkler. The following attended virtually: Ms. Donna Douglas, Ms. Jennifer Goheen, and Ms. Shannon Littlejohn.

### **Staff Presentation**

Elizabeth Goltry, budget officer for the City of Wichita, presented information about the proposed 2023-2024 budget and 2023-2032 capital improvement program. Specific highlights include the following:

- With this budget cycle Library overdue fees will be eliminated, allocations for library materials increase, online content will expand, and the Family Literacy position is funded.
- The City will use \$6.5 million in federal funding through the American Rescue Plan Act of 2021 (ARPA) to renovate four library branches.
- The mill levy rate remains unchanged at 7 mills for the 29th consecutive year.
- ARPA funding will continue to be used through 2024 to stabilize the budget and to fund operating initiatives and infrastructure projects.

The City Council is scheduled to vote on August 23 to adopt the budget and capital improvement program.

### **Call to Order**

Kevin McWhorter called the meeting to order at 12:34 p.m., a quorum being present.

### **Approval of the Agenda**

Shelby Petersen moved (Hirsh) to approve the agenda as published. **Motion carried unanimously.**

### **Public Comment**

None

### **Approval of Minutes**

Minutes of the regular meeting held on June 21, 2022 were presented. Shelby Petersen moved (Littlejohn) to approve the minutes as included in board packets. **Motion carried unanimously.**



## **Unfinished Business**

None

## **New Business**

On behalf of the Finance Committee, Kevin McWhorter moved (Winkler) to approve the June finance report and supplemental bills in the following amounts: General Fund bills of \$782,086.13; Grant Fund Bills of \$30,298.58; and Gift and Memorial Fund bills of \$22,142.03, for a total of \$834,526.74. **Motion carried unanimously.**

On behalf of the Finance Committee, Kevin McWhorter moved (Winkler) to approve renewal of the Library's subscription to the AtoZ Database for the coming year in the amount of \$16,174.00. **Motion carried unanimously.**

The Semi-Annual Report of the Gift and Memorials Account and the Semi-Annual Report of Staff Travel will be accepted and filed at the August meeting.

## **Finance Committee Report**

Did not meet.

## **Operations Committee Report**

Did not meet.

## **Planning & Facilities Committee Report**

Director Prothro reported that Bruce Goodwin, from the City's Public Works Department, gave an update on the 2023-2032 capital improvement program. The allocation for the Westlink branch has increased from \$2.3 million in the 2017 plan to \$4.5 million in the current draft to account for inflation, the inclusion of a drive-up window and automated materials handler, and design changes arising from lessons learned from the COVID-19 pandemic. Funds for the Alford, Angelou, and Rockwell branches have also increased from the 2017 figures. Plans call for the City to issue a request for proposal (RFP) to initiate the design-bid-build process for Westlink as soon as the City Council adopts the budget and CIP. The estimated construction timeline is nine months to a year. Options were discussed for temporary service out of an alternate location.

## **Public Affairs Committee Report**

Did not meet.

## **Special Committee Reports**

*Friends of the Library* – Amanda Shankle reported that the Friends plans a retreat for its board members at the end of August to learn tools for becoming a more engaged and active board. A book sale is being planned for September 10, at which new bags designed by the Friends will make their debut.

Library Foundation – Traci Ball reported that the Foundation has raised over \$136,000.00 so far this year, with \$108,000.00 directly going to the Library. The planned podcast with a member of the Wichita Wind Surge will have to be done at the end of the season due to scheduling conflicts. Preparation has begun on an application for a \$25,000.00 grant from Everygy to fund Little Free Libraries for the community. The donor event Lunch at the Library is scheduled for October 13 at the Advanced Learning Library.

Wichita Genealogical Society (WGS) – Julie Crawford reported that the August meeting will feature a presentation on mining in southeastern Kansas during the 1800s-1900s. WGS members are preparing for the annual conference in October.

### **Director of Libraries Report**

Director Prothro introduced new board member Rachel Enix, who will be replacing Jennifer Goheen and represents District VI.

On a daily basis, customer comment cards have been received from customers complimenting staff and library services. Many have praised the Library's early literacy efforts and the new Library of Things offerings.

On August 20, the Library will host a Local Author Day for the first time since before the pandemic. Registration is currently open and staff hopes for as many as 100 local authors to register.

The Library will be a partner organization again this year for the Tallgrass Film Festival and will have an after-hours event in the autumn.

Five staff positions, previously frozen by the City during the pandemic, have been released and can now be filled.

The past few weeks have presented a few challenging experiences handling customers who appeared to have mental health or anger management issues. Situational awareness has been reviewed with staff in order to promote safety.

### **Announcements**

None

### **Adjournment**

The meeting was adjourned at 1:09 p.m.

The next regularly scheduled meeting will be August 16, 2022.

Respectfully submitted,

Jaime Prothro

**Gift and Memorials Account**  
**Report of Activity (January - June 2022)**

<u>Item</u>	<u>Disbursements</u>	<u>Receipts</u>	<u>Beginning/ Ending Balance</u>
<b>GENERAL LEDGER STARTING BALANCE</b>			<b><u>\$392,480.26</u></b>
<b>January 1, 2022</b>			
<b>110 - Levand</b>			<b><u>\$45,081.25</u></b>
<b>Receipts:</b>			
Friends of the Library (Web Domain Reimbursement)		\$86.46	
Levand		\$80,000.00	
<b>Expenditures:</b>			
All About Books (Summer Reading)	(950.47)		
Amazon (Books & DVDS)	(129.90)		
Bibliotheca (Eve Self Check)	(11,544.73)		
BookPage (Annual Renewal)	(3,780.00)		
Cengage Learning (Gale Analytics)	(10,588.95)		
Copy Express (Summer Reading Crack & Peel Labels)	(347.12)		
Copy Express (Check Up/Check Out Coupons)	(440.75)		
Demco (UltraPlay Square Table)	(2,833.64)		
Film Ideas (Books & DVDs)	(1,512.18)		
Findaway World (Radar Pack)	(319.98)		
FirstBook (Books & DVDs)	(43.19)		
FirstBook (Summer Reading)	(3,717.65)		
Gaylord Archival (Microfilm Boxes)	(1,964.65)		
Ingram Library Services (Books & DVDs)	(3,267.15)		
Kroger (Summer Reading)	(1,000.00)		
Midwest Tape (Books & DVDs)	(687.71)		
Oriental Trading Post (Summer Reading)	(363.66)		
Peer2Peer University (Annual Membership)	(3,000.00)		
Pure State Services (Radon Detectors)	(604.96)		
QuikBooks (Solar Shade)	(3,452.00)		
Scholastic (Summer Reading)	(4,285.26)		
SchoolLife (Collaborative Summer Program)	(310.99)		
ShortEdition (Short Story Dispensers)	(10,183.00)		
StickerMule (Summer Reading)	(978.79)		
Volgistics (Volunteer App)	(480.00)		
<b>Ending Balance:</b>			<b><u>\$58,380.98</u></b>

**Gift and Memorials Account**  
**Report of Activity (January - June 2022)**

<b>120 - Derby</b>	<b>\$0.00</b>
<b>Receipts:</b>	
Derby Public Library	\$500.00
<b>Expenditures:</b>	
Shorts International (Oscar Shorts)	(500.00)
	<b>\$0.00</b>
<b>140 - E-Books</b>	<b>\$0.10</b>
<b>Ending Balance:</b>	<b>\$0.10</b>
<b>150 - Technology Fund</b>	<b>\$49,444.59</b>
<b>Expenditures:</b>	
Absolute (Absolute Home & Office Basic)	(257.94)
Amazon (Wireless Mouse)	(230.74)
Cengage Learning (Gale Engage)	(7,858.87)
Terminal)	(1,338.00)
Everyone.net (Business Mail)	(142.98)
T-Mobile (Hotspots)	(1,272.78)
<b>Ending Balance:</b>	<b>\$38,343.28</b>
<b>150.1 3D Printing</b>	<b>\$1,664.65</b>
<b>Expenditures:</b>	
Amazon (Card Readers)	(33.17)
	<b>\$1,631.48</b>
<b>160 - SCKLS Facilities Improvement Fund</b>	<b>\$205,721.28</b>
<b>Receipts:</b>	
Transferred from 340 (CD Redeemed)	\$68,090.74
<b>Expenditures:</b>	
Amazon (Chromebook Chargers)	(119.92)
Amazon (Power Strips for EVE)	(187.61)
Amazon (Keurig for EVE)	(89.99)
Amazon (Soft Blocks for EVE)	(42.95)
Brodart (Acrylic Shelves for EVE)	(584.04)
Demco (Book Carts for EVE)	(3,010.21)
G&S Acoustics (ATM Wall Panel)	(612.00)
Home Depot (Shelving for EVE)	(408.46)
Kingsley (Cart for Eve)	(999.00)
Numbers/Letters for EVE)	(160.97)
U of M Minitex (Door Counter for EVE)	(499.00)
Uline (Trash Cans for EVE)	(144.16)
<b>Ending Balance:</b>	<b>\$266,953.71</b>
<b>210 - Staff Association Fund</b>	<b>\$5,757.33</b>

**Gift and Memorials Account**  
**Report of Activity (January - June 2022)**

**Receipts:**

Friends Monthly Donations	\$5,331.00
Premier Food Service	\$515.58
Patron Donation to Rockwell	\$200.00
Staff Honorariums	\$50.00

**Expenditures:**

Amazon (Retirement Gift)	(75.95)
Lee Reed Engraving (Service Awards)	(479.45)
Mokas (Supervisor Retreat)	(186.39)
National Library Week Staff Appreciation	(415.00)
Staff Retirement	(62.35)
Volunteer Gifts	(43.92)
Water for Staff (Boil Advisory)	(72.99)

<b>Ending Balance:</b>	<b>\$10,517.86</b>
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<b>220 - Employee Training</b>	<b>\$4,751.99</b>
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<b>Ending Balance:</b>	<b>\$4,751.99</b>
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<b>240 - Staff Flower Fund</b>	<b>\$131.55</b>
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**Receipts:**

Staff Donations	\$165.00
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**Expenditures:**

Kroger (Plant - Family Death/Balloons - Employee Illness)	(69.83)
Tillies (Plant - Family Death/Balloons - Employee Illness)	(42.95)

<b>Ending Balance:</b>	<b>\$183.77</b>
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<b>320 - WGS</b>	<b>\$2.08</b>
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**Receipts:**

WGS (Digitization Contribution)	\$8,000.00
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<b>Ending Balance:</b>	<b>\$8,002.08</b>
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<b>330 - Friends of the Library</b>	<b>\$9,019.98</b>
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<b>Ending Balance:</b>	<b>\$9,019.98</b>
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<b>330.1 Big Read (Friends)</b>	<b>\$1,597.82</b>
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<b>Ending Balance:</b>	<b>\$1,597.82</b>
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<b>330.2 - SR Wed (Friends)</b>	<b>\$1,056.81</b>
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<b>Ending Balance:</b>	<b>\$1,056.81</b>
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<b>330.3 - 1000Books (Friends)</b>	<b>\$300.00</b>
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<b>Ending Balance:</b>	<b>\$300.00</b>
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**Gift and Memorials Account**  
**Report of Activity (January - June 2022)**

<b>340 - Miscellaneous Fund</b>	<b>\$61,440.66</b>
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**Receipts:**

Baird (Interest)	\$314.03
Friends of the Library (Marketing Reimb)	\$1,000.00
Friends of the Library (Summer Reading)	\$2,741.25
Wichita Public Library Foundation (Reimb for Kroger/Hobby Lobby)	\$251.38

**Expenditures:**

4Imprint (Marketing-FOL Reimb \$1000)	(1,123.86)
Amazon (Avery Plastic Dividers)	(31.51)
Cengage Learning (Gale Analytics)	(4,991.05)
Copy Express (To be Reimb by FOL)	(22.04)
Displays2Go (Display case for ALL Gateway)	(1,148.78)
Michelle Enke (Software for Oral History Interviews)	(99.99)
Kroger (To be reimb by WPLF)	(94.71)
QuikPrint (To be reimb by FOL)	(2,741.25)

<b>Ending Balance:</b>	<b>\$55,494.13</b>
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<b>355- FOL Holds</b>	<b>\$4,042.00</b>
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**Receipts:**

Friends of the Library - Membership Proceeds	\$2,260.00
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<b>Ending Balance:</b>	<b>\$6,302.00</b>
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<b>Memorials (500; 502-535)</b>	<b>\$2,468.17</b>
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**Receipts:**

Miscellaneous Donors	\$8,155.00
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**Expenditures:**

Brodart	(78.38)
Ingram	(1,149.71)
Midwest Tape	(484.31)

<b>Ending Balance:</b>	<b>\$8,910.77</b>
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<b>Balances:</b>	<b><u>January 1, 2022</u></b>	<b><u>June 30, 2022</u></b>
Levand (110)	\$45,081.25	\$58,380.98
Derby (120)	\$0.00	\$0.00
E-Books (140)	\$0.10	\$0.10
Technology Fund (150)	\$49,444.59	\$38,343.28
3D Printing (151.1)	\$1,664.65	\$1,631.48
SCKLS Facilities Improvement Fund (160)	\$205,721.28	\$266,953.71
Staff Association Fund (210)	\$5,757.33	\$10,517.86
Employee Training (220)	\$4,751.99	\$4,751.99

**Gift and Memorials Account  
Report of Activity (January - June 2022)**

Staff Flower Fund (240)	\$131.55	\$183.77
WGS (320)	\$2.08	\$8,002.08
Friends of the Library (330)	\$9,019.98	\$9,019.98
Big Read (Friends) (330.1)	\$1,597.82	\$1,597.82
SR Wed (Friends) (330.2)	\$1,056.81	\$1,056.81
1000Books (Friends) (330.3)	\$300.00	\$300.00
Miscellaneous (340)	\$61,440.66	\$55,494.13
FOL Holds (355)	\$4,042.00	\$6,302.00
Memorials (500; 502-506)	\$2,468.17	\$8,910.77

<b><u>MONEY MARKET LEDGER BALANCE</u></b>	\$392,480.26	\$471,446.76
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<b><u>CERTIFICATES OF DEPOSIT</u></b>	<b><u>Invested Amount</u></b>	<b><u>Coupon Rate</u></b>	<b><u>Market Value (6/30/2022)</u></b>
BMW Bank of North Amer Salt Lake City UT Matures 9/19/22 (150)	\$100,000.00	0.20%	\$99,691.70
Synchorony Bank Draper UT Matures 11/3/22 (340- \$100/150-\$50/160-\$50)	\$200,000.00	0.20%	\$200,000.00
<b><u>SECURITIES MARKET VALUE</u></b>	<b><u>300,000.00</u></b>		<b><u>\$299,691.70</u></b>
<b><u>TOTAL ACCOUNT BALANCE</u></b>			<b><u>\$771,138.46</u></b>

SEMI-ANNUAL REPORT OF STAFF TRAVEL  
January – June 2022

<b>Name</b>	<b>Job Title</b>	<b>Date(s)</b>	<b>Place</b>	<b>Purpose</b>	<b>Cost</b>	<b>Funding Source</b>
Cynthia Bailey	Library Manager	3/28-31	Virtual	Computers in Libraries Conference 2021	398.00	SCKLS
Megan Coffin	Library Assistant	3/23-25	Virtual	PLA 2022 Virtual Conference	328.00	SCKLS
Carla Heideman	Selector	3/23-25	Virtual	PLA 2022 Virtual Conference	328.00	SCKLS
Jaime Prothro	Director of Libraries	3/21-5/6	Virtual	Resources for Young Families	150.00	SCKLS
Jeff Tate	Library Manager	4/5-8	Virtual	2022 Innovative User Group Conference	75.00	SCKLS



**WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS**  
**Finance Committee Agenda**  
**Tuesday, August 16, 2022, 11:30am**  
Collaboration Room 204  
Advanced Learning Library, 711 W 2<sup>nd</sup> St, Wichita, KS 67203

1. Call to Order
2. Review of July Bills and Finance Reports
  - Revenue Report
  - Grant Fund Summary Report
  - Report of Expenditures

General Fund Bills	\$780,493.71
Grant Fund Bills	\$66,327.43
Gift & Memorial Fund Bills	\$24,004.79
<b><u>Total</u></b>	<b>\$870,825.93</b>

3. Approval of Invoices Exceeding \$10,000.00: Ebsco
4. Increase to 2022/23 Materials Budget
5. Other items from Committee Members
6. Adjournment

## REVENUE REPORT - JULY 2022

OBJECT	ACCOUNT DESCRIPTION	BUDGET	MONTHLY REVENUE TARGET	RECEIVED IN MONTH	RECEIVED YTD	% RECEIVED YTD
422110	Library Desk Receipts (Fines)	\$ 128,798.00	\$ 12,879.80	\$ 18,150.48	\$ 114,995.13	89.28%
422111	Library Desk Receipts (Faxes)	\$ -	\$ -	\$ 677.00	\$ 2,993.00	0.00%
422112	Library Desk Receipts (Passports)	\$ -	\$ -	\$ 1,225.00	\$ 9,030.00	0.00%
423030	Meeting Room Rentals	\$ 16,695.00	\$ 1,335.60	\$ 1,295.00	\$ 4,335.00	25.97%
424011	Copy Charges	\$ 7,524.00	\$ 601.92	\$ 1,662.10	\$ 7,249.70	96.35%
424101	Public Computing Charges	\$ 11,450.00	\$ 916.00	\$ 2,372.80	\$ 10,723.03	93.65%
646981	State Setoff Collections	\$ 76,000.00	\$ 6,080.00	\$ 7,130.10	\$ 118,751.47	156.25%
646990	Other Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0.00%
646998	Cash Over/Short	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL</b>		<b>\$ 240,467.00</b>	<b>\$ 21,813.32</b>	<b>\$ 32,512.48</b>	<b>\$ 268,077.33</b>	<b>111.48%</b>

*March 2022 began reporting fax and passport revenue. Fax had been included in Library Receipts (Fines). Passport is a brand new service.*

GENERAL FUND SUMMARY REPORT  
JULY 2022

OBJECT	ACCOUNT DESCRIPTION	REVISED APPROPRIATION	CURRENT MONTH EXPENDITURES	CURRENT MONTH ENCUMBRANCES	YTD EXPENDITURES	BALANCE	PERCENT EXPENDED
511000	Base Compensation	\$ 5,297,798.00	\$ 396,922.46	\$ -	\$ 3,036,238.22	\$ 2,261,559.78	57%
511950	Year-end Payroll Accrual	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
511999	Planned Savings	\$ (936,264.00)	\$ -	\$ -	\$ -	\$ (936,264.00)	0%
512000	Special Compensation	\$ 1,800.00	\$ 559.62	\$ -	\$ 9,779.24	\$ (7,979.24)	543%
512051	Mileage Reimbursement	\$ -	\$ 105.35	\$ -	\$ 394.13	\$ (394.13)	#DIV/0!
513020	Premium Overtime	\$ -	\$ 395.59	\$ -	\$ 3,061.44	\$ (3,061.44)	#DIV/0!
518200	Employer Wage Taxes & WC	\$ 465,253.00	\$ 33,868.60	\$ -	\$ 256,077.47	\$ 209,175.53	55%
518300	Employer Share EE Insurance	\$ 1,067,244.00	\$ 37,240.04	\$ -	\$ 530,895.68	\$ 536,348.32	50%
518400	Employer Share Pension/Retire	\$ 556,487.00	\$ 40,182.03	\$ -	\$ 311,806.00	\$ 244,681.00	56%
521011	Electricity	\$ 299,449.00	\$ 28,530.51	\$ -	\$ 137,350.78	\$ 162,098.22	46%
521021	Natural Gas	\$ 41,004.00	\$ 4,317.52	\$ -	\$ 48,653.75	\$ (7,649.75)	119%
521030	Water Service	\$ 11,004.00	\$ 2,525.98	\$ -	\$ 11,385.40	\$ (381.40)	103%
521050	Trash Service	\$ 5,404.00	\$ 437.00	\$ -	\$ 2,561.20	\$ 2,842.80	47%
521060	Local Telephone Service	\$ 16,000.00	\$ 427.00	\$ -	\$ 3,355.00	\$ 12,645.00	21%
522010	PBX Line Charges	\$ 11,172.00	\$ 1,007.00	\$ -	\$ 6,770.35	\$ 4,401.65	61%
522020	PBX Instrument Charges	\$ 18,915.00	\$ 1,637.50	\$ -	\$ 11,175.75	\$ 7,739.25	59%
522030	IT Moves & Changes	\$ 100.00	\$ -	\$ -	\$ -	\$ 100.00	0%
522040	Long Distance & Teleconference	\$ 2,000.00	\$ 32.70	\$ -	\$ 203.35	\$ 1,796.65	10%
522070	Voicemail	\$ 3,912.00	\$ 333.00	\$ -	\$ 2,303.00	\$ 1,609.00	59%
522080	Automatic Call Distribution	\$ 786.00	\$ 65.50	\$ -	\$ 458.50	\$ 327.50	58%
522990	Other Communications Charges	\$ 1,275.00	\$ -	\$ -	\$ -	\$ 1,275.00	0%
523010	Building & Contents Insurance	\$ 88,971.00	\$ 44,485.50	\$ -	\$ 44,485.50	\$ 44,485.50	50%
523020	Vehicle Liability Premiums	\$ 870.00	\$ 435.00	\$ -	\$ 435.00	\$ 435.00	50%
524010	Recruitment & Hiring	\$ 3,140.00	\$ -	\$ -	\$ 65.00	\$ 3,075.00	2%
524020	Employee Travel & Training	\$ 1,600.00	\$ -	\$ -	\$ -	\$ 1,600.00	0%
525013	Drug Screening	\$ -	\$ -	\$ -	\$ 2,966.00	\$ (2,966.00)	#DIV/0!
525070	Background Checks	\$ -	\$ -	\$ -	\$ 448.00	\$ (448.00)	#DIV/0!
525083	Textile Rental & Laundry Svcs	\$ 2,925.00	\$ 138.17	\$ -	\$ 838.71	\$ 2,086.29	29%
525990	Other Professional Services	\$ 22,970.00	\$ 1,585.20	\$ -	\$ 19,444.90	\$ 3,525.10	85%
526010	Motor Pool Scheduled Charges	\$ 3,720.00	\$ 310.00	\$ -	\$ 2,170.00	\$ 1,550.00	58%
526020	Building Repair & Maint	\$ 13,630.00	\$ 11.20	\$ -	\$ 1,761.20	\$ 11,868.80	13%
526042	Pest Control Services	\$ 13,000.00	\$ 1,255.28	\$ -	\$ 4,558.68	\$ 8,441.32	35%
526044	Bldg Security & Fire Services	\$ -	\$ -	\$ -	\$ 2,097.57	\$ (2,097.57)	#DIV/0!
526070	Equipment Repair & Maint	\$ 5,421.00	\$ -	\$ -	\$ 3,662.20	\$ 1,758.80	68%

GENERAL FUND SUMMARY REPORT  
JULY 2022

OBJECT	ACCOUNT DESCRIPTION	REVISED APPROPRIATION	CURRENT MONTH EXPENDITURES	CURRENT MONTH ENCUMBRANCES	YTD EXPENDITURES	BALANCE	PERCENT EXPENDED
526080	Grounds Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
526092	Facility Rental	\$ 52,060.00	\$ 8,176.48	\$ -	\$ 32,705.92	\$ 19,354.08	63%
529010	Bank Charges	\$ 5,000.00	\$ 542.94	\$ -	\$ 3,762.67	\$ 1,237.33	75%
529020	Postage	\$ -	\$ 103.60		\$ 946.60	\$ (946.60)	#DIV/0!
529021	Express Mail	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 4,000.00	0%
529030	Shipping & Freight	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
529040	Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
529061	Organizational Memberships	\$ 3,195.00	\$ -	\$ -	\$ 10,960.00	\$ (7,765.00)	343%
529070	Printing & Copying	\$ 23,472.00	\$ 2,910.76	\$ -	\$ 16,774.11	\$ 6,697.89	71%
529110	Advertising	\$ -	\$ -	\$ -	\$ 41.05	\$ (41.05)	#DIV/0!
529141	Software License & Maint Fees	\$ -	\$ -	\$ -	\$ 2,026.47	\$ (2,026.47)	#DIV/0!
529150	Data Center Charges	\$ 1,233,031.00	\$ 102,754.23	\$ -	\$ 719,279.61	\$ 513,751.39	58%
529990	Other Contractuals	\$ 109,111.00	\$ 18,154.22	\$ -	\$ 42,879.14	\$ 66,231.86	39%
531010	Computing Supplies	\$ 900.00	\$ -	\$ -	\$ 1,788.75	\$ (888.75)	199%
531020	Office Supplies	\$ 48,575.00	\$ 3,916.56	\$ -	\$ 19,405.96	\$ 29,169.04	40%
531030	Custodial Supplies	\$ 6,000.00	\$ 1,156.23	\$ -	\$ 2,215.49	\$ 3,784.51	37%
532020	Automotive Parts & Supplies	\$ -	\$ -	\$ -	\$ 59.70	\$ (59.70)	#DIV/0!
532990	Other Equip Parts & Supplies	\$ 450.00	\$ -	\$ -	\$ -	\$ 450.00	0%
539012	Gasoline	\$ 2,996.00	\$ 364.08	\$ -	\$ 2,145.61	\$ 850.39	72%
549010	Furniture & Fixtures <\$5k	\$ 9,990.00	\$ 25.98	\$ -	\$ 2,214.98	\$ 7,775.02	22%
549020	Data Processing Equip <\$5k	\$ 9,665.00	\$ -	\$ -	\$ 801.87	\$ 8,863.13	8%
549110	Library Materials	\$ 738,689.00	\$ 45,580.88	\$ -	\$ 314,608.82	\$ 424,080.18	43%
	Expense Total	\$ 9,266,720.00	\$ 780,493.71	\$ -	\$ 5,628,018.77	\$ 3,638,701.23	61%

**Grant Fund Summary Report  
JULY 2022**

Grant	Beginning Balance 7/01/2022	Revenue Received	Admin Charges	Contractuals	Materials	Supplies & Petty Cash	Equipment	Total Expenditures	Encumbrances	Remaining Balance 7/31/2022
<b>SCKLS 2021</b>	\$ 225,949.56	\$ -	\$ -	\$ 3,073.00	\$ 23,814.55	\$ -	\$ -	\$ 26,887.55	\$ -	\$ 199,062.01
<b>SCKLS 2022</b>	\$ 130,182.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,182.00
<b>State Aid 2022</b>	\$ 86,615.01	\$ -	\$ 460.46	\$ 11,186.00	\$ 2,812.75	\$ 361.88	\$ 24,618.79	\$ 39,439.88	\$ -	\$ 47,175.13
<b>Totals</b>	<b>\$ 442,746.57</b>	<b>\$ -</b>	<b>\$ 460.46</b>	<b>\$ 14,259.00</b>	<b>\$ 26,627.30</b>	<b>\$ 361.88</b>	<b>\$ 24,618.79</b>	<b>\$ 66,327.43</b>	<b>\$ -</b>	<b>\$ 376,419.14</b>

# Wichita Public Library General Fund Bills

July 2022

Org: 10000080

## 10001 - Library - Personnel

### 1B - Base Compensation

#### 511000 \_Base Compensation

Payroll, ADJ7.22.22	\$362.45
Payroll, PP07.08.22	\$202,380.36
Payroll, PP07.22.22	\$194,141.04
Payroll, RTR7.8.22	\$38.61

Total 511000 _Base Compensation	\$396,922.46
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Total 1B - Base Compensation	\$396,922.46
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### 1F - Special Compensation

#### 512000 \_Special Compensation

Payroll, ADJ7.22.22	\$37.50
Payroll, PP07.08.22	\$254.81
Payroll, PP07.22.22	\$267.31

Total 512000 _Special Compensation	\$559.62
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#### 512051 Mileage Reimbursement

Payroll, 3302	\$16.15
Payroll, 3932	\$89.20

Total 512051 Mileage Reimbursement	\$105.35
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Total 1F - Special Compensation	\$664.97
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### 1J - OT Compensation

#### 513000 \_Overtime Compensation

Payroll, PP07.08.22	\$178.52
Payroll, PP07.22.22	\$217.07

Total 513000 _Overtime Compensation	\$395.59
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Total 1J - OT Compensation	\$395.59
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### 1N - Employee Benefits

#### 518200 Employer Wage Taxes & WC

Payroll, ADJ7.22.22	\$35.13
Payroll, PP07.08.22	\$16,940.26
Payroll, PP07.22.22	\$16,889.82
Payroll, RTR7.8.22	\$3.39

Total 518200 Employer Wage Taxes & WC	\$33,868.60
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#### 518300 Employer Share EE Insurance

Payroll, PP07.08.22	\$37,240.04
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Total 518300 Employer Share EE Insurance	\$37,240.04
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# Wichita Public Library General Fund Bills

July 2022

## 518400 Employer Share Pension/Retire

Payroll, PP07.08.22	\$20,282.64
Payroll, PP07.22.22	\$19,894.41
Payroll, RTR7.8.22	\$4.98

Total 518400 Employer Share Pension/Retire	\$40,182.03
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Total 1N - Employee Benefits	\$111,290.67
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Total 10001 - Library - Personnel	\$509,273.69
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## 10002 - Library - Contractuals

### 2B - Utilities

#### 521011 Electricity - EDI

EVERGY KANSAS CENTRAL INC	\$28,530.51
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Total 521011 Electricity - EDI	\$28,530.51
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#### 521021 Natural Gas - EDI

BLACK HILLS UTILITY HOLDING INC	\$70.05
ENCORE ENERGY SERVICES	\$4,161.26
ONE GAS INC	\$86.21

Total 521021 Natural Gas - EDI	\$4,317.52
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#### 521030 Water Service

City of Wichita	\$2,525.98
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Total 521030 Water Service	\$2,525.98
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#### 521050 Trash Service

BEST VALUE SERVICES LLC	\$437.00
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Total 521050 Trash Service	\$437.00
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Total 2B - Utilities	\$35,811.01
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### 2F - Technology Charges

#### 521060 Local Telephone Service

City of Wichita	\$427.00
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Total 521060 Local Telephone Service	\$427.00
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#### 522010 PBX Line Charges

City of Wichita	\$1,007.00
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Total 522010 PBX Line Charges	\$1,007.00
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#### 522020 PBX Instrument Charges

City of Wichita	\$1,637.50
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Total 522020 PBX Instrument Charges	\$1,637.50
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#### 522040 Long Distance & Teleconference

City of Wichita	\$32.70
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Total 522040 Long Distance & Teleconference	\$32.70
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# Wichita Public Library General Fund Bills

July 2022

## 522070 Voicemail

City of Wichita \$333.00

Total 522070 Voicemail	\$333.00
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## 522080 Automatic Call Distribution

City of Wichita \$65.50

Total 522080 Automatic Call Distribution	\$65.50
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## 529150 Data Center Charges

City of Wichita \$102,754.23

Total 529150 Data Center Charges	\$102,754.23
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Total 2F - Technology Charges	\$106,256.93
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## 2J - Insurance Premiums

### 523010 Building & Contents Insurance

City of Wichita \$44,485.50

Total 523010 Building & Contents Insurance	\$44,485.50
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### 523020 Vehicle Liability Premiums

City of Wichita \$435.00

Total 523020 Vehicle Liability Premiums	\$435.00
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Total 2J - Insurance Premiums	\$44,920.50
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## 2R - Professional Svcs

### 525083 Textile Rental & Laundry Svcs

CINTAS CORPORATION \$32.85

P-CARD ONE-TIME PAY \$105.32

Total 525083 Textile Rental & Laundry Svcs	\$138.17
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### 525990 Other Professional Services

SIGN LANGUAGE INTERPRETING SERVICES \$84.00

UNIQUE MANAGEMENT SERVICES INC \$1,501.20

Total 525990 Other Professional Services	\$1,585.20
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Total 2R - Professional Svcs	\$1,723.37
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## 2V - Bldg & Equip Charges

### 526010 Motor Pool Scheduled Charges

City of Wichita \$310.00

Total 526010 Motor Pool Scheduled Charges	\$310.00
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### 526020 Building Repair & Maint

P-CARD ONE-TIME PAY \$11.20

Total 526020 Building Repair & Maint	\$11.20
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# Wichita Public Library General Fund Bills

July 2022

## 526042 Pest Control Services

P-CARD ONE-TIME PAY \$1,255.28

Total 526042 Pest Control Services	\$1,255.28
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## 526092 Rent-Real Property

CO CO PROPERTIES LLC \$8,176.48

Total 526092 Rent-Real Property	\$8,176.48
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Total 2V - Bldg & Equip Charges	\$9,752.96
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## 2Z - Other Contractuals

### 529010 Bank Charges

City of Wichita \$542.94

Total 529010 Bank Charges	\$542.94
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### 529020 Postage

P-CARD ONE-TIME PAY \$103.60

Total 529020 Postage	\$103.60
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### 529070 Printing & Copying

City of Wichita \$2,910.76

Total 529070 Printing & Copying	\$2,910.76
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### 529990 Other Contractuals

City of Wichita \$32.90

P-CARD ONE-TIME PAY \$11,533.32

SPANGENBERG PHILLIPS TICE LLC \$6,488.00

UNIQUE MANAGEMENT SERVICES INC \$100.00

Total 529990 Other Contractuals	\$18,154.22
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Total 2Z - Other Contractuals	\$21,711.52
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Total 10002 - Library - Contractuals	\$220,176.29
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## 10003 - Library - Commodities

### 3B - Supplies

#### 531020 Office Supplies

City of Wichita \$1,670.35

P-CARD ONE-TIME PAY \$2,246.21

Total 531020 Office Supplies	\$3,916.56
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#### 531030 Custodial Supplies

BRADY INDUSTRIES OF NEVADA LLC \$781.43

P-CARD ONE-TIME PAY \$374.80

Total 531030 Custodial Supplies	\$1,156.23
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Total 3B - Supplies	\$5,072.79
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# Wichita Public Library General Fund Bills

July 2022

## 3N - Fuel

539012 Gasoline

City of Wichita

\$364.08

Total 539012 Gasoline

\$364.08

Total 3N - Fuel

\$364.08

## 3Z - Other Commodities

539990 Other Commodities

P-CARD ONE-TIME PAY

\$25.98

Total 539990 Other Commodities

\$25.98

Total 3Z - Other Commodities

\$25.98

## 4Z - Non-Capital Outlay

549110 Library Materials

P-CARD ONE-TIME PAY

\$45,580.88

Total 549110 Library Materials

\$45,580.88

Total 4Z - Non-Capital Outlay

\$45,580.88

Total 10003 - Library - Commodities

\$51,043.73

**Grand Total**

**\$780,493.71**

# Wichita Public Library Grant Bills

July 2022

## Y2801 - Library State Grant-In-Aid 2022

### 2 - Contractuals

#### 2R - Professional Svcs

##### 525990 Other Professional Services

BUSINESS TECHNOLOGY CAREER \$6,450.00

Total 525990 Other Professional Services \$6,450.00

Total 2R - Professional Svcs \$6,450.00

#### 2Z - Other Contractuals

##### 529141 Software License & Maint Fees

ENVISIONWARE INC \$0.00

SHI INTERNATIONAL CORP \$4,736.00

Total 529141 Software License & Maint Fees \$4,736.00

Total 2Z - Other Contractuals \$4,736.00

Total 2 - Contractuals \$11,186.00

### 3 - Commodities

#### 3B - Supplies

##### 531020 Office Supplies

City of Wichita \$142.78

P-CARD ONE-TIME PAY \$219.10

Total 531020 Office Supplies \$361.88

Total 3B - Supplies \$361.88

#### 4Z - Non-Capital Outlay

##### 549010 Furniture & Fixtures <\$5k

DANIKSCO OFFICE INTERIORS \$3,607.20

P-CARD ONE-TIME PAY \$7,195.75

Total 549010 Furniture & Fixtures <\$5k \$10,802.95

##### 549020 Data Processing Equip <\$5k

APPLE INC \$13,815.84

Total 549020 Data Processing Equip <\$5k \$13,815.84

##### 549110 Library Materials

P-CARD ONE-TIME PAY \$2,812.75

Total 549110 Library Materials \$2,812.75

Total 4Z - Non-Capital Outlay \$27,431.54

Total 3 - Commodities \$27,793.42

### 5 - Library State Grant-In-Aid 22

#### 5A - City Admin Charges

##### 551010 City Administrative Charges

City of Wichita \$460.46

Total 551010 City Administrative Charges \$460.46

Total 5A - City Admin Charges \$460.46

Total 5 - Library State Grant-In-Aid 22 \$460.46

Total Y2801 - Library State Grant-In-Aid 2022 \$39,439.88

**Grand Total \$66,327.43**

## GIFT AND MEMORIAL FUND

**RECEIPTS/REIMBURSEMENTS**

Baird (interest)	\$273.43
Friends Monthly Donation (June 2022)	\$939.00
Local History Photos	\$10.00
Memorials	\$750.00
Premier Foods (Vending )	\$300.94
Wichita Public Library Foundation (Hobby Lobby Reimbursement)	\$15.96
<b>TOTAL RECEIPTS</b>	<b>\$2,289.33</b>

**EXPENDITURES**

Amazon (Microwave for Staff Room)	\$158.75
Robyn Belt (National Library Week)	\$104.76
Brodart (Memorials)*	\$375.01
Hobby Lobby (Foundation-to be reimbured)	\$15.96
Homeless Training Institute (2 year Subscription)	\$3,198.00
Ingram Library Services (Memorials)*	\$300.27
Kroger (Staff Flower Fund)*	\$62.31
Sara McNeil (Evergreen Grand Opening)	\$10.75
Mascot Junction (Library Mascot)	\$1,899.00
Midwest Tape (Memorials)*	\$59.98
Niche Academy (3 year Subscription)	\$17,820.00
<b>TOTAL EXPENDITURES</b>	<b>\$24,004.79</b>

\*Reimbursed expenses



## INTEROFFICE MEMORANDUM

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**TO:** Library Board of Directors  
**FROM:** Sarah Kittrell  
**SUBJECT:** Ebsco Invoice – Approval of invoices over \$10,000  
**DATE:** August 8, 2022

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**Background:** Ebsco, a magazine subscription manager, is used to manage nearly all of the Library's magazine and newspaper subscriptions. Current subscriptions expire at various points throughout the year, but Ebsco is able to bundle these renewals together, allowing the Library to pay one invoice rather than 330+. The renewal must be processed before the end of the year to avoid a gap in services for the titles that renew in January 2023.

**Analysis:** Magazines and newspapers remain an important part of the Library's information service delivery, although service changes relating to COVID-19 continue to impact how these materials may be accessed and used. Since reopening for service in May 2020, the Library has allowed reference magazines to circulate. For the titles that have had strong circulation, we have chosen to make the change from reference to circulating permanent.

The magazine industry itself continues to undergo significant changes, with several titles ceasing publication over the last year, while others have increased their prices in an effort to stay in business.

For this renewal, due to popular request, the Library is adding back the paper copy of the *New York Times*, which accounts for \$1,650.46 of the increase in cost over 2021.

**Financial Considerations:** The quoted cost to renew the approximately 330 magazine and newspaper subscriptions managed by Ebsco is \$26,717.13, reflecting a \$2,079.37 increase from the 2021 renewal invoice. Due to the frequent price increases that the Library has seen in recent weeks, and with no guarantee our quote at the beginning of August will match the final invoice, the Library requests authorization to pay up to \$29,000.00 to Ebsco to renew 330+ magazine and newspaper subscriptions for 2023.

**Legal Considerations:** None.

**Recommendations/Actions:** It is recommended that the Board approve the invoice from EBSCO in the amount of up to \$29,000 for the subscription renewals.

**Attachments:** Ebsco quote – 2022-08-04

# Price Estimate



P.O. Box 2543  
Birmingham, AL 35202-2543  
Customer Service: 800-633-4604 eis-us@ebSCO.com

**Billing Address**  
711 WEST 2ND STREET N  
WICHITA KS  
67203-0000

Estimate Number	3858142
Date	08/04/2022
Currency	USD
Account Number	CG60494-00
Account Name	WICHITA PUBLIC LIBRARY
Page Number	1 of 34

Title		Price	Total Price
<b>American Association of Retired Persons Membership - Ages 70 and Above</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8368463	Subscriber: AA - GENERAL REFERENCE	Price: 31.16 Tax: 0.00	31.16
<b>American History</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8462691	Subscriber: AA - GENERAL REFERENCE	Price: 40.20 Tax: 0.00	40.20
<b>American Libraries</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8369853	Subscriber: AA - GENERAL REFERENCE	Price: 90.45 Tax: 0.00	90.45
<b>American Rifleman</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: A8427769	Subscriber: AA - GENERAL REFERENCE	Price: 12.06 Tax: 0.00	12.06
<b>Astronomy</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8412817	Subscriber: AA - GENERAL REFERENCE	Price: 47.18 Tax: 0.00	47.18
<b>Atlantic</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: A8374320	Subscriber: AA - GENERAL REFERENCE	Price: 70.34 Tax: 0.00	70.34
<b>Barrons</b> Format: Newspaper Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419313	Subscriber: AA - GENERAL REFERENCE	Price: 224.12 Tax: 0.00	224.12

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# Price Estimate



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Title		Price	Total Price
<b>Better Homes and Gardens</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: A8420045	Subscriber: AA - GENERAL REFERENCE	Price: 22.11 Tax: 0.00	22.11
<b>Bon Appetit</b> Format: Print Start Date: 11/01/2023 Term: 1 Year(s) Order Number: A8362289	Subscriber: AA - GENERAL REFERENCE	Price: 24.12 Tax: 0.00	24.12
<b>Christianity Today</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8384346	Subscriber: AA - GENERAL REFERENCE	Price: 49.25 Tax: 0.00	49.25
<b>Civil War Times</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8462812	Subscriber: AA - GENERAL REFERENCE	Price: 40.20 Tax: 0.00	40.20
<b>Commonweal</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8385504	Subscriber: AA - GENERAL REFERENCE	Price: 69.35 Tax: 0.00	69.35
<b>Community Voice - KS</b> Format: Newspaper Start Date: 05/01/2023 Term: 1 Year(s) Order Number: E4812247	Subscriber: AA - GENERAL REFERENCE	Price: 43.16 Tax: 0.00	43.16
<b>Cosmopolitan</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8402433	Subscriber: AA - GENERAL REFERENCE	Price: 30.15 Tax: 0.00	30.15
<b>Countryside &amp; Small Stock Journal</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8387254	Subscriber: AA - GENERAL REFERENCE	Price: 30.12 Tax: 0.00	30.12
<b>Current History</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8388421	Subscriber: AA - GENERAL REFERENCE	Price: 145.73 Tax: 0.00	145.73
<b>Discover</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8389184	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10

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# Price Estimate



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Title		Price	Total Price
<b>Elle Decor</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: L3562530	Subscriber: AA - GENERAL REFERENCE	Price: 29.15 Tax: 0.00	29.15
<b>Emporia Gazette</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419487	Subscriber: AA - GENERAL REFERENCE	Price: 111.56 Tax: 0.00	111.56
<b>Esquire</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8403119	Subscriber: AA - GENERAL REFERENCE	Price: 12.06 Tax: 0.00	12.06
<b>Essence</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8454844	Subscriber: AA - GENERAL REFERENCE	Price: 22.11 Tax: 0.00	22.11
<b>Fantasy &amp; Science Fiction</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8451358	Subscriber: AA - GENERAL REFERENCE	Price: 44.22 Tax: 0.00	44.22
<b>Farm Journal</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8395902	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10
<b>Golf Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8455379	Subscriber: AA - GENERAL REFERENCE	Price: 30.15 Tax: 0.00	30.15
<b>Good Housekeeping</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8403805	Subscriber: AA - GENERAL REFERENCE	Price: 22.11 Tax: 0.00	22.11
<b>GQ - US Ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8364323	Subscriber: AA - GENERAL REFERENCE	Price: 20.10 Tax: 0.00	20.10
<b>Harpers Bazaar</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8404304	Subscriber: AA - GENERAL REFERENCE	Price: 18.09 Tax: 0.00	18.09

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# Price Estimate



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Title		Price	Total Price
<b>Harpers Magazine - Regular ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8400997	Subscriber: AA - GENERAL REFERENCE	Price: 25.13 Tax: 0.00	25.13
<b>Hays Daily News</b> Format: Newspaper Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419873	Subscriber: AA - GENERAL REFERENCE	Price: 195.98 Tax: 0.00	195.98
<b>HGTV Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2410469	Subscriber: AA - GENERAL REFERENCE	Price: 28.14 Tax: 0.00	28.14
<b>High Plains Journal</b> Format: Print Start Date: 01/21/2023 Term: 1 Year(s) Order Number: E4802176	Subscriber: AA - GENERAL REFERENCE	Price: 74.37 Tax: 0.00	74.37
<b>History Today</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8408963	Subscriber: AA - GENERAL REFERENCE	Price: 125.63 Tax: 0.00	125.63
<b>Horticulture - Magazine of American Gardening</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8395173	Subscriber: AA - GENERAL REFERENCE	Price: 20.05 Tax: 0.00	20.05
<b>House Beautiful</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: A8404535	Subscriber: AA - GENERAL REFERENCE	Price: 24.12 Tax: 0.00	24.12
<b>Hutchinson News</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5420384	Subscriber: AA - GENERAL REFERENCE	Price: 215.33 Tax: 0.00	215.33
<b>Investors Business Daily</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419566	Subscriber: AA - GENERAL REFERENCE	Price: 350.75 Tax: 0.00	350.75
<b>Janes Defence Weekly</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5420585	Subscriber: AA - GENERAL REFERENCE	Price: 728.63 Tax: 0.00	728.63

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Title		Price	Total Price
<b>Jerusalem Report</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: A8411766	Subscriber: AA - GENERAL REFERENCE	Price: 109.55 Tax: 0.00	109.55
<b>Kansas City Star</b> Format: Newspaper Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5421705	Subscriber: AA - GENERAL REFERENCE	Price: 818.78 Tax: 0.00	818.78
<b>Kansas Farmer</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: E4799525	Subscriber: AA - GENERAL REFERENCE	Price: 39.20 Tax: 0.00	39.20
<b>Kansas!</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413197	Subscriber: AA - GENERAL REFERENCE	Price: 20.10 Tax: 0.00	20.10
<b>Mayo Clinic Health Letter - English ed</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: B6095294	Subscriber: AA - GENERAL REFERENCE	Price: 46.75 Tax: 0.00	46.75
<b>Mens Health - PA</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8443943	Subscriber: AA - GENERAL REFERENCE	Price: 25.06 Tax: 0.00	25.06
<b>Midwest Living</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8422338	Subscriber: AA - GENERAL REFERENCE	Price: 20.07 Tax: 0.00	20.07
<b>Morningstar DividendInvestor</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5422736	Subscriber: AA - GENERAL REFERENCE	Price: 275.37 Tax: 0.00	275.37
<b>Morningstar FundInvestor</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5422739	Subscriber: AA - GENERAL REFERENCE	Price: 221.10 Tax: 0.00	221.10
<b>Morningstar StockInvestor</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5422766	Subscriber: AA - GENERAL REFERENCE	Price: 221.10 Tax: 0.00	221.10

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# Price Estimate



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Title		Price	Total Price
<b>Mother Earth News</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: A8452035	Subscriber: AA - GENERAL REFERENCE	Price: 17.09 Tax: 0.00	17.09
<b>Mother Jones</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8424252	Subscriber: AA - GENERAL REFERENCE	Price: 24.12 Tax: 0.00	24.12
<b>Ms</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8415447	Subscriber: AA - GENERAL REFERENCE	Price: 45.23 Tax: 0.00	45.23
<b>Nation - NY - without Index</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8424913	Subscriber: AA - GENERAL REFERENCE	Price: 94.07 Tax: 0.00	94.07
<b>National Geographic</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8425822	Subscriber: AA - GENERAL REFERENCE	Price: 49.25 Tax: 0.00	49.25
<b>National Parks : the Magazine of the National Parks &amp; Conservation Association</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8427427	Subscriber: AA - GENERAL REFERENCE	Price: 22.11 Tax: 0.00	22.11
<b>National Review</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: A8427527	Subscriber: AA - GENERAL REFERENCE	Price: 59.30 Tax: 0.00	59.30
<b>National Wildlife</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: B3126073	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10
<b>Natural History</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8428859	Subscriber: AA - GENERAL REFERENCE	Price: 33.17 Tax: 0.00	33.17
<b>New Republic</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: A8429643	Subscriber: AA - GENERAL REFERENCE	Price: 80.39 Tax: 0.00	80.39

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# Price Estimate



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Title		Price	Total Price
<b>New York Review of Books</b> Format: Print Start Date: 07/01/2023 Term: 1 Year(s) Order Number: A8430424	Subscriber: AA - GENERAL REFERENCE	Price: 100.45 Tax: 0.00	100.45
<b>New York Times - New York Metro Ed</b> Format: Newspaper Start Date: 11/01/2022 Term: 1 Year(s) Title Added	Subscriber: AA - GENERAL REFERENCE	Price: 1,650.46 Tax: 0.00	1,650.46
<b>New Yorker</b> Format: Print Start Date: 01/06/2023 Term: 1 Year(s) Order Number: A8365015	Subscriber: AA - GENERAL REFERENCE	Price: 120.59 Tax: 0.00	120.59
<b>Newsweek - Regular ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: F8684347	Subscriber: AA - GENERAL REFERENCE	Price: 100.49 Tax: 0.00	100.49
<b>No Load Fund Investor Newsletter</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5424453	Subscriber: AA - GENERAL REFERENCE	Price: 169.85 Tax: 0.00	169.85
<b>Out c-w Advocate</b> Format: Print Start Date: 10/01/2023 Term: 1 Year(s) Order Number: A8415371	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10
<b>People</b> Format: Print Start Date: 03/15/2023 Term: 1 Year(s) Order Number: L9981184	Subscriber: AA - GENERAL REFERENCE	Price: 118.85 Tax: 0.00	118.85
<b>Poetry</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8438601	Subscriber: AA - GENERAL REFERENCE	Price: 38.19 Tax: 0.00	38.19
<b>Prevention - PA</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8444483	Subscriber: AA - GENERAL REFERENCE	Price: 48.24 Tax: 0.00	48.24
<b>Progressive</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8439127	Subscriber: AA - GENERAL REFERENCE	Price: 50.25 Tax: 0.00	50.25

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# Price Estimate



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Title		Price	Total Price
<b>Psychology Today</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8452594	Subscriber: AA - GENERAL REFERENCE	Price: 20.07 Tax: 0.00	20.07
<b>Readers Digest - US ed</b> Format: Print Start Date: 07/01/2023 Term: 1 Year(s) Order Number: E4808846 Quantity: 4	Subscriber: AA - GENERAL REFERENCE	Unit Price: 19.98 Price: 80.32 Tax: 0.00	80.32
<b>Reason</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8445428	Subscriber: AA - GENERAL REFERENCE	Price: 25.09 Tax: 0.00	25.09
<b>Runners World - US</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8444959	Subscriber: AA - GENERAL REFERENCE	Price: 24.12 Tax: 0.00	24.12
<b>Saturday Evening Post</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8446240	Subscriber: AA - GENERAL REFERENCE	Price: 30.09 Tax: 0.00	30.09
<b>School Arts - The Art Education Magazine for Teachers</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8388836	Subscriber: AA - GENERAL REFERENCE	Price: 25.07 Tax: 0.00	25.07
<b>Smithsonian</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: B3115088	Subscriber: AA - GENERAL REFERENCE	Price: 39.20 Tax: 0.00	39.20
<b>Southern Living</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8467209	Subscriber: AA - GENERAL REFERENCE	Price: 20.05 Tax: 0.00	20.05
<b>Sports Illustrated</b> Format: Print Start Date: 04/02/2023 Term: 1 Year(s) Order Number: A8353424	Subscriber: AA - GENERAL REFERENCE	Price: 65.33 Tax: 0.00	65.33
<b>Successful Farming</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8423014	Subscriber: AA - GENERAL REFERENCE	Price: 16.03 Tax: 0.00	16.03

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# Price Estimate



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Title		Price	Total Price
<b>Taste of Home</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: E4328981	Subscriber: AA - GENERAL REFERENCE	Price: 18.07 Tax: 0.00	18.07
<b>Tennis Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8423427	Subscriber: AA - GENERAL REFERENCE	Price: 15.08 Tax: 0.00	15.08
<b>Threads</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8474704	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10
<b>TIME Magazine - Domestic ed</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: A8353508	Subscriber: AA - GENERAL REFERENCE	Price: 76.51 Tax: 0.00	76.51
<b>Topeka Capital-Journal</b> Format: Newspaper Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425617	Subscriber: AA - GENERAL REFERENCE	Price: 509.09 Tax: 0.00	509.09
<b>Town &amp; Country</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8407337	Subscriber: AA - GENERAL REFERENCE	Price: 30.15 Tax: 0.00	30.15
<b>Travel &amp; Leisure</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5422422	Subscriber: AA - GENERAL REFERENCE	Price: 45.23 Tax: 0.00	45.23
<b>True West</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8458716	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10
<b>US Catholic</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8384932	Subscriber: AA - GENERAL REFERENCE	Price: 42.21 Tax: 0.00	42.21
<b>Us Weekly</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: L3560167	Subscriber: AA - GENERAL REFERENCE	Price: 125.63 Tax: 0.00	125.63

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Title		Price	Total Price
<b>USA Today : the Nations Newspaper</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425717	Subscriber: AA - GENERAL REFERENCE	Price: 410.04 Tax: 0.00	410.04
<b>Value Line Fund Advisor</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425756	Subscriber: AA - GENERAL REFERENCE	Price: 437.18 Tax: 0.00	437.18
<b>Value Line Investment Survey - Small &amp; Mid Cap ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425758	Subscriber: AA - GENERAL REFERENCE	Price: 530.64 Tax: 0.00	530.64
<b>Value Line Investment Survey - US ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425757	Subscriber: AA - GENERAL REFERENCE	Price: 1,186.91 Tax: 0.00	1,186.91
<b>Vanity Fair - American ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8366029	Subscriber: AA - GENERAL REFERENCE	Price: 30.15 Tax: 0.00	30.15
<b>Vogue</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8366432	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10
<b>Washington Monthly</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: A8462320	Subscriber: AA - GENERAL REFERENCE	Price: 30.10 Tax: 0.00	30.10
<b>Womans Day</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8400383	Subscriber: AA - GENERAL REFERENCE	Price: 18.09 Tax: 0.00	18.09
<b>Womens Health</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: L3563054	Subscriber: AA - GENERAL REFERENCE	Price: 15.04 Tax: 0.00	15.04
<b>Writer</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413091	Subscriber: AA - GENERAL REFERENCE	Price: 35.18 Tax: 0.00	35.18

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Title		Price	Total Price
<b>Writers Digest</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8395509	Subscriber: AA - GENERAL REFERENCE	Price: 20.06 Tax: 0.00	20.06
<b>Better Homes and Gardens</b> Format: Print Start Date: 07/01/2023 Term: 1 Year(s) Order Number: A8420046	Subscriber: AB - FORD ROCKWELL	Price: 22.11 Tax: 0.00	22.11
<b>Bookmarks - NC</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: L3566974	Subscriber: AB - FORD ROCKWELL	Price: 60.25 Tax: 0.00	60.25
<b>Consumer Reports</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8386085 Quantity: 2	Subscriber: AB - FORD ROCKWELL	Unit Price: 30.00 Price: 60.30 Tax: 0.00	60.30
<b>Discover</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8389185	Subscriber: AB - FORD ROCKWELL	Price: 30.10 Tax: 0.00	30.10
<b>Essence</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3935495	Subscriber: AB - FORD ROCKWELL	Price: 22.11 Tax: 0.00	22.11
<b>Food Network Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: E4800961	Subscriber: AB - FORD ROCKWELL	Price: 30.15 Tax: 0.00	30.15
<b>Fortune - Domestic Ed</b> Format: Print Start Date: 12/03/2022 Term: 1 Year(s) Order Number: A8455010	Subscriber: AB - FORD ROCKWELL	Price: 70.30 Tax: 0.00	70.30
<b>Highlights for Children</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: E4802182	Subscriber: AB - FORD ROCKWELL	Price: 40.19 Tax: 0.00	40.19
<b>Kazoo Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2412165	Subscriber: AB - FORD ROCKWELL	Price: 45.23 Tax: 0.00	45.23

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Title		Price	Total Price
<b>Ladybug</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: I2093456	Subscriber: AB - FORD ROCKWELL	Price: 34.12 Tax: 0.00	34.12
<b>Midwest Living</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8422339	Subscriber: AB - FORD ROCKWELL	Price: 20.07 Tax: 0.00	20.07
<b>Motor Trend</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: B8182780	Subscriber: AB - FORD ROCKWELL	Price: 25.13 Tax: 0.00	25.13
<b>National Geographic</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8425823	Subscriber: AB - FORD ROCKWELL	Price: 49.25 Tax: 0.00	49.25
<b>National Geographic Kids</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8426649	Subscriber: AB - FORD ROCKWELL	Price: 30.15 Tax: 0.00	30.15
<b>National Geographic Little Kids</b> Format: Print Start Date: 10/01/2023 Term: 1 Year(s) Order Number: L3566589	Subscriber: AB - FORD ROCKWELL	Price: 30.15 Tax: 0.00	30.15
<b>People</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: L9981185	Subscriber: AB - FORD ROCKWELL	Price: 118.85 Tax: 0.00	118.85
<b>Ranger Rick Jr</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: I2097724	Subscriber: AB - FORD ROCKWELL	Price: 30.10 Tax: 0.00	30.10
<b>Sports Illustrated</b> Format: Print Start Date: 10/01/2022 Term: 1 Year(s) Order Number: L3565585	Subscriber: AB - FORD ROCKWELL	Price: 65.33 Tax: 0.00	65.33
<b>Sports Illustrated for Kids</b> Format: Print Start Date: 11/02/2022 Term: 1 Year(s) Order Number: A8457455	Subscriber: AB - FORD ROCKWELL	Price: 25.13 Tax: 0.00	25.13

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<b>TIME Magazine - Domestic ed</b> Format: Print Start Date: 04/16/2023 Term: 1 Year(s) Order Number: A8469672	Subscriber: AB - FORD ROCKWELL	Price: 76.51 Tax: 0.00	76.51
<b>Us Weekly</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Title Added - EBSCO Verifying Pricing	Subscriber: AB - FORD ROCKWELL	Price: 125.63 Tax: 0.00	125.63
<b>Vogue</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8366433	Subscriber: AB - FORD ROCKWELL	Price: 30.10 Tax: 0.00	30.10
<b>American Road</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2405478	Subscriber: AC - WESTLINK	Price: 17.03 Tax: 0.00	17.03
<b>Better Homes and Gardens</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8420047	Subscriber: AC - WESTLINK	Price: 22.11 Tax: 0.00	22.11
<b>Car and Driver</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8398688	Subscriber: AC - WESTLINK	Price: 22.11 Tax: 0.00	22.11
<b>Consumer Reports</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8386086 Quantity: 2	Subscriber: AC - WESTLINK	Unit Price: 30.00 Price: 60.30 Tax: 0.00	60.30
<b>Family Handyman</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8440028	Subscriber: AC - WESTLINK	Price: 20.08 Tax: 0.00	20.08
<b>Food Network Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: E4800962	Subscriber: AC - WESTLINK	Price: 30.15 Tax: 0.00	30.15
<b>Girls World</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2405135	Subscriber: AC - WESTLINK	Price: 24.09 Tax: 0.00	24.09

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Title		Price	Total Price
<b>Good Housekeeping</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8403807	Subscriber: AC - WESTLINK	Price: 22.11 Tax: 0.00	22.11
<b>Guideposts</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8398458	Subscriber: AC - WESTLINK	Price: 20.07 Tax: 0.00	20.07
<b>HGTV Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2410470	Subscriber: AC - WESTLINK	Price: 28.14 Tax: 0.00	28.14
<b>JD Power Official Used Car Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8425367	Subscriber: AC - WESTLINK	Price: 226.13 Tax: 0.00	226.13
<b>Kansas!</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413198	Subscriber: AC - WESTLINK	Price: 20.10 Tax: 0.00	20.10
<b>Kiplingers Personal Finance</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2412209	Subscriber: AC - WESTLINK	Price: 35.12 Tax: 0.00	35.12
<b>Ladybug</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8382789	Subscriber: AC - WESTLINK	Price: 34.12 Tax: 0.00	34.12
<b>Midwest Living</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8422340	Subscriber: AC - WESTLINK	Price: 20.07 Tax: 0.00	20.07
<b>Mollie Makes</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: F8196663	Subscriber: AC - WESTLINK	Price: 229.56 Tax: 0.00	229.56
<b>Muse</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2408188	Subscriber: AC - WESTLINK	Price: 34.12 Tax: 0.00	34.12

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Title		Price	Total Price
<b>National Geographic</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8425824	Subscriber: AC - WESTLINK	Price: 49.25 Tax: 0.00	49.25
<b>National Geographic Kids</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8426650	Subscriber: AC - WESTLINK	Price: 30.15 Tax: 0.00	30.15
<b>People</b> Format: Print Start Date: 03/15/2023 Term: 1 Year(s) Order Number: L9981186	Subscriber: AC - WESTLINK	Price: 118.85 Tax: 0.00	118.85
<b>Prevention - PA</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8444485	Subscriber: AC - WESTLINK	Price: 48.24 Tax: 0.00	48.24
<b>Psychology Today</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8452596	Subscriber: AC - WESTLINK	Price: 20.07 Tax: 0.00	20.07
<b>Ranger Rick - American ed</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8428210	Subscriber: AC - WESTLINK	Price: 30.10 Tax: 0.00	30.10
<b>Real Simple</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2414847	Subscriber: AC - WESTLINK	Price: 29.09 Tax: 0.00	29.09
<b>Smore Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: M2419309	Subscriber: AC - WESTLINK	Price: 50.25 Tax: 0.00	50.25
<b>Southern Living</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8467210	Subscriber: AC - WESTLINK	Price: 20.05 Tax: 0.00	20.05
<b>Sports Illustrated</b> Format: Print Start Date: 12/25/2022 Term: 1 Year(s) Order Number: A8469054	Subscriber: AC - WESTLINK	Price: 65.33 Tax: 0.00	65.33

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<b>Taste of Home</b> Format: Print Start Date: 08/01/2023 Term: 1 Year(s) Order Number: E4809173	Subscriber: AC - WESTLINK	Price: 18.07 Tax: 0.00	18.07
<b>This Old House</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D0173652	Subscriber: AC - WESTLINK	Price: 20.05 Tax: 0.00	20.05
<b>Vanity Fair - American ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8366031	Subscriber: AC - WESTLINK	Price: 30.15 Tax: 0.00	30.15
<b>Ad Astra = To the Stars</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8427873	Subscriber: AD - BUSINESS & TECH	Price: 26.08 Tax: 0.00	26.08
<b>Aeroplane Monthly</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8411469	Subscriber: AD - BUSINESS & TECH	Price: 101.09 Tax: 0.00	101.09
<b>Aerospace America</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8369700	Subscriber: AD - BUSINESS & TECH	Price: 221.10 Tax: 0.00	221.10
<b>Air International</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413550	Subscriber: AD - BUSINESS & TECH	Price: 101.09 Tax: 0.00	101.09
<b>Air Transport World Plus</b> Format: Online + Print + Email Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8436101	Subscriber: AD - BUSINESS & TECH	Price: 89.45 Tax: 0.00	89.45
<b>Aviation Week &amp; Space Technology</b> Format: Print Start Date: 10/01/2022 Term: 1 Year(s) Order Number: A8419356	Subscriber: AD - BUSINESS & TECH	Price: 129.65 Tax: 0.00	129.65
<b>Blue Book of Gun Values</b> Format: Print Start Date: 04/01/2022 Term: 1 Year(s) Order Number: D7987476	Subscriber: AD - BUSINESS & TECH	Price: 65.27 Tax: 0.00	65.27

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<b>Car and Driver</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8398689	Subscriber: AD - BUSINESS & TECH	Price: 22.11 Tax: 0.00	22.11
<b>Consumer Reports</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: A8337802	Subscriber: AD - BUSINESS & TECH	Price: 30.15 Tax: 0.00	30.15
<b>Economist - US ed</b> Format: Print + Online Start Date: 01/17/2023 Term: 1 Year(s) Order Number: A8391979	Subscriber: AD - BUSINESS & TECH	Price: 250.25 Tax: 0.00	250.25
<b>Entrepreneur</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: E4799217	Subscriber: AD - BUSINESS & TECH	Price: 11.06 Tax: 0.00	11.06
<b>Family Handyman</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8440029	Subscriber: AD - BUSINESS & TECH	Price: 20.08 Tax: 0.00	20.08
<b>Fast Company</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8417802	Subscriber: AD - BUSINESS & TECH	Price: 20.09 Tax: 0.00	20.09
<b>Fine Homebuilding</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8453291	Subscriber: AD - BUSINESS & TECH	Price: 38.14 Tax: 0.00	38.14
<b>Fine Woodworking</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8453375	Subscriber: AD - BUSINESS & TECH	Price: 35.12 Tax: 0.00	35.12
<b>Flying</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8399406	Subscriber: AD - BUSINESS & TECH	Price: 50.25 Tax: 0.00	50.25
<b>Forbes</b> Format: Print Start Date: 11/01/2023 Term: 1 Year(s) Order Number: A8396645	Subscriber: AD - BUSINESS & TECH	Price: 30.10 Tax: 0.00	30.10

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Title		Price	Total Price
<b>Fortune - Domestic Ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8455012	Subscriber: AD - BUSINESS & TECH	Price: 70.30 Tax: 0.00	70.30
<b>Four Wheeler</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8437032	Subscriber: AD - BUSINESS & TECH	Price: 25.13 Tax: 0.00	25.13
<b>Harvard Business Review</b> Format: Print + Online Start Date: 07/01/2023 Term: 1 Year(s) Order Number: I3497005	Subscriber: AD - BUSINESS & TECH	Price: 120.60 Tax: 0.00	120.60
<b>Hemmings Classic Car</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D0159653	Subscriber: AD - BUSINESS & TECH	Price: 34.12 Tax: 0.00	34.12
<b>Hemmings Motor News</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8408111	Subscriber: AD - BUSINESS & TECH	Price: 35.18 Tax: 0.00	35.18
<b>Hot Rod</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8437095	Subscriber: AD - BUSINESS & TECH	Price: 25.13 Tax: 0.00	25.13
<b>Inc</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: A8417877	Subscriber: AD - BUSINESS & TECH	Price: 20.09 Tax: 0.00	20.09
<b>JD Power Official Commercial Truck Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D0165322	Subscriber: AD - BUSINESS & TECH	Price: 286.43 Tax: 0.00	286.43
<b>JD Power Official Older Used Car Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8424694 Quantity: 2	Subscriber: AD - BUSINESS & TECH	Unit Price: 122.00 Price: 245.22 Tax: 0.00	245.22

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<b>JD Power Official Used Car Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8425368 Quantity: 2	Subscriber: AD - BUSINESS & TECH	Unit Price: 225.00 Price: 452.25 Tax: 0.00	452.25
<b>Kansas Banker</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413195	Subscriber: AD - BUSINESS & TECH	Price: 40.20 Tax: 0.00	40.20
<b>Motor Trend</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: A8437292	Subscriber: AD - BUSINESS & TECH	Price: 25.13 Tax: 0.00	25.13
<b>NADA Classic Collectable Exotic and Muscle Car Appraisal Guide &amp; Directory</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8424627	Subscriber: AD - BUSINESS & TECH	Price: 145.73 Tax: 0.00	145.73
<b>NADA Marine Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8424651	Subscriber: AD - BUSINESS & TECH	Price: 241.20 Tax: 0.00	241.20
<b>NADA Motorcycle Snowmobile ATV Personal Watercraft Appraisal Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: E4806418	Subscriber: AD - BUSINESS & TECH	Price: 164.82 Tax: 0.00	164.82
<b>NADA Recreation Vehicle Appraisal Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8424799	Subscriber: AD - BUSINESS & TECH	Price: 241.20 Tax: 0.00	241.20
<b>NADA Vintage Collectible and Retro Motorcycle Appraisal Guide</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8424623	Subscriber: AD - BUSINESS & TECH	Price: 75.38 Tax: 0.00	75.38
<b>Old Cars Price Guide</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8472931	Subscriber: AD - BUSINESS & TECH	Price: 29.12 Tax: 0.00	29.12
<b>Popular Mechanics - English ed</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8405624	Subscriber: AD - BUSINESS & TECH	Price: 24.12 Tax: 0.00	24.12

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<b>Science</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8368254	Subscriber: AD - BUSINESS & TECH	Price: 523.61 Tax: 0.00	523.61
<b>Science News</b> Format: Print Start Date: 05/01/2022 Term: 1 Year(s) Order Number: A8447706	Subscriber: AD - BUSINESS & TECH	Price: 50.25 Tax: 0.00	50.25
<b>Scientific American</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8447956	Subscriber: AD - BUSINESS & TECH	Price: 84.42 Tax: 0.00	84.42
<b>This Old House</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: A8454451	Subscriber: AD - BUSINESS & TECH	Price: 20.05 Tax: 0.00	20.05
<b>Trains</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413074	Subscriber: AD - BUSINESS & TECH	Price: 47.18 Tax: 0.00	47.18
<b>Antique Trader Weekly</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8414503	Subscriber: AE - ART & MUSIC	Price: 40.18 Tax: 0.00	40.18
<b>Architectural Digest</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8361920	Subscriber: AE - ART & MUSIC	Price: 40.15 Tax: 0.00	40.15
<b>Art in America</b> Format: Print Start Date: 05/01/2023 Term: 1 Year(s) Order Number: A8380305	Subscriber: AE - ART & MUSIC	Price: 100.45 Tax: 0.00	100.45
<b>Artists Magazine</b> Format: Print Start Date: 08/01/2023 Term: 1 Year(s) Order Number: A8395087	Subscriber: AE - ART & MUSIC	Price: 30.10 Tax: 0.00	30.10
<b>Coinage</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8423381	Subscriber: AE - ART & MUSIC	Price: 25.07 Tax: 0.00	25.07

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<b>Country Living</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8402782	Subscriber: AE - ART & MUSIC	Price: 24.12 Tax: 0.00	24.12
<b>Fine Gardening</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D7494825	Subscriber: AE - ART & MUSIC	Price: 30.10 Tax: 0.00	30.10
<b>Numismatist</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8371445	Subscriber: AE - ART & MUSIC	Price: 48.24 Tax: 0.00	48.24
<b>Otaku USA</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D7494609	Subscriber: AE - ART & MUSIC	Price: 25.07 Tax: 0.00	25.07
<b>TV Guide</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8458792	Subscriber: AE - ART & MUSIC	Price: 56.96 Tax: 0.00	56.96
<b>Animal Tales</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3919619	Subscriber: AF - CHILDRENS	Price: 24.09 Tax: 0.00	24.09
<b>Ask</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3934264	Subscriber: AF - CHILDRENS	Price: 34.12 Tax: 0.00	34.12
<b>Babybug</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D7485767	Subscriber: AF - CHILDRENS	Price: 34.12 Tax: 0.00	34.12
<b>Beanz</b> Format: Print + Online Start Date: 04/01/2023 Term: 1 Year(s) Order Number: K3889188	Subscriber: AF - CHILDRENS	Price: 30.14 Tax: 0.00	30.14
<b>Bulletin of the Center for Childrens Books</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: A8411860	Subscriber: AF - CHILDRENS	Price: 125.63 Tax: 0.00	125.63

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<b>Chirp</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3927527	Subscriber: AF - CHILDRENS	Price: 35.18 Tax: 0.00	35.18
<b>ChopChop Magazine</b> Format: Print Order Number: F5940349	Subscriber: AF - CHILDRENS	Price: 0.00 Tax: 0.00	0.00
<b>Cobblestone</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3934348	Subscriber: AF - CHILDRENS	Price: 34.12 Tax: 0.00	34.12
<b>Edge</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: K3937699	Subscriber: AF - CHILDRENS	Price: 130.65 Tax: 0.00	130.65
<b>Highlights Hello</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: F5943416	Subscriber: AF - CHILDRENS	Price: 40.19 Tax: 0.00	40.19
<b>Highlights Hello</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3924257	Subscriber: AF - CHILDRENS	Price: 40.19 Tax: 0.00	40.19
<b>Horn Book Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8409431	Subscriber: AF - CHILDRENS	Price: 72.36 Tax: 0.00	72.36
<b>J-14</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3919697	Subscriber: AF - CHILDRENS	Price: 18.06 Tax: 0.00	18.06
<b>Kazoo Magazine</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3925233	Subscriber: AF - CHILDRENS	Price: 45.23 Tax: 0.00	45.23
<b>National Geographic Kids</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8426651	Subscriber: AF - CHILDRENS	Price: 30.15 Tax: 0.00	30.15

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<b>National Geographic Little Kids</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3935421	Subscriber: AF - CHILDRENS	Price: 30.15 Tax: 0.00	30.15
<b>New Moon Girls</b> Format: Online + Email Start Date: 12/01/2022 Term: 1 Year(s) Order Number: K3937824	Subscriber: AF - CHILDRENS	Price: 47.18 Tax: 0.00	47.18
<b>School Library Journal</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8441544	Subscriber: AF - CHILDRENS	Price: 137.67 Tax: 0.00	137.67
<b>Scout Life</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3935901	Subscriber: AF - CHILDRENS	Price: 24.12 Tax: 0.00	24.12
<b>Sports Illustrated for Kids</b> Format: Print Start Date: 06/02/2023 Term: 1 Year(s) Order Number: A8457457	Subscriber: AF - CHILDRENS	Price: 25.13 Tax: 0.00	25.13
<b>Young Rider</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3925638	Subscriber: AF - CHILDRENS	Price: 24.07 Tax: 0.00	24.07
<b>Zoobooks</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: K3933702	Subscriber: AF - CHILDRENS	Price: 30.10 Tax: 0.00	30.10
<b>Booklist</b> Format: Print + Online Start Date: 08/01/2023 Term: 1 Year(s) Order Number: A8370025	Subscriber: AH - PROF READING	Price: 190.90 Tax: 0.00	190.90
<b>Computers in Libraries</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8410284	Subscriber: AH - PROF READING	Price: 120.55 Tax: 0.00	120.55
<b>Kirkus Reviews</b> Format: Print + Online Start Date: 02/01/2023 Term: 1 Year(s) Order Number: U7263915	Subscriber: AH - PROF READING	Price: 215.07 Tax: 0.00	215.07

*This is not an invoice. Prices are subject to change.*

# Price Estimate



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Title		Price	Total Price
<b>Library Journal</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8442046 Quantity: 3	Subscriber: AH - PROF READING	Unit Price: 157.99 Price: 476.34 Tax: 0.00	476.34
<b>Mystery Scene</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: E8367297	Subscriber: AH - PROF READING	Price: 32.16 Tax: 0.00	32.16
<b>Publishers Weekly</b> Format: Print + Online Start Date: 07/11/2023 Term: 1 Year(s) Order Number: A8442478	Subscriber: AH - PROF READING	Price: 310.55 Tax: 0.00	310.55
<b>Kansas Genealogical Society Membership</b> Format: Membership Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413201	Subscriber: AI - GENEALOGY	Price: 40.20 Tax: 0.00	40.20
<b>Midwest Historical &amp; Genealogical Society Membership</b> Format: Membership Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8423366	Subscriber: AI - GENEALOGY	Price: 40.20 Tax: 0.00	40.20
<b>National Genealogical Society Membership</b> Format: Membership Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8425771	Subscriber: AI - GENEALOGY	Price: 65.33 Tax: 0.00	65.33
<b>New England Historic Genealogical Society Membership</b> Format: Membership Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8429297	Subscriber: AI - GENEALOGY	Price: 115.58 Tax: 0.00	115.58
<b>New York Genealogical &amp; Biographical Record</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8429982	Subscriber: AI - GENEALOGY	Price: 65.33 Tax: 0.00	65.33
<b>Virginia Historical Society Membership</b> Format: Membership Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8461648	Subscriber: AI - GENEALOGY	Price: 65.33 Tax: 0.00	65.33
<b>William and Mary Quarterly</b> Format: Print + Online Order Number: A8410690	Subscriber: AI - GENEALOGY	Price: 0.00 Tax: 0.00	0.00

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# Price Estimate



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Title		Price	Total Price
<b>William and Mary Quarterly</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8410690	Subscriber: AI - GENEALOGY	Price: 185.93 Tax: 0.00	185.93
<b>Black E O E Journal</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419305	Subscriber: AJ - MAYA ANGELOU	Price: 31.16 Tax: 0.00	31.16
<b>Call - MO</b> Format: Newspaper Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5418313	Subscriber: AJ - MAYA ANGELOU	Price: 76.38 Tax: 0.00	76.38
<b>Consumer Reports</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8386088	Subscriber: AJ - MAYA ANGELOU	Price: 30.15 Tax: 0.00	30.15
<b>Cosmopolitan</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419898	Subscriber: AJ - MAYA ANGELOU	Price: 30.15 Tax: 0.00	30.15
<b>Essence</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419540	Subscriber: AJ - MAYA ANGELOU	Price: 22.11 Tax: 0.00	22.11
<b>National Geographic Kids</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8426653	Subscriber: AJ - MAYA ANGELOU	Price: 30.15 Tax: 0.00	30.15
<b>People</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: L9981188	Subscriber: AJ - MAYA ANGELOU	Price: 118.85 Tax: 0.00	118.85
<b>Real Simple</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: L3565350	Subscriber: AJ - MAYA ANGELOU	Price: 29.09 Tax: 0.00	29.09
<b>Kansas Historical Foundation Membership</b> Format: Membership Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8413203	Subscriber: AL - KANSAS	Price: 65.33 Tax: 0.00	65.33

*This is not an invoice. Prices are subject to change.*

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Title		Price	Total Price
<b>Kansas Historical Society Membership</b> Format: Membership Order Number: A8413203	Subscriber: AL - KANSAS	Price: 0.00 Tax: 0.00	0.00
<b>Consumer Reports</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D7486137	Subscriber: AM - WALTERS BRANCH	Price: 30.15 Tax: 0.00	30.15
<b>Outside</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: F8676958	Subscriber: AM - WALTERS BRANCH	Price: 24.12 Tax: 0.00	24.12
<b>People</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: L9981189	Subscriber: AM - WALTERS BRANCH	Price: 118.85 Tax: 0.00	118.85
<b>Sports Illustrated for Kids</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: I3514755	Subscriber: AM - WALTERS BRANCH	Price: 25.13 Tax: 0.00	25.13
<b>Taste of Home</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: I3508526	Subscriber: AM - WALTERS BRANCH	Price: 18.07 Tax: 0.00	18.07
<b>USA Today : the Nations Newspaper</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425718	Subscriber: AM - WALTERS BRANCH	Price: 410.04 Tax: 0.00	410.04
<b>Popular Mechanics - English ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5419957	Subscriber: AO - WESTLINK BR LIBRARY	Price: 24.12 Tax: 0.00	24.12
<b>Sports Illustrated for Kids</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5421679	Subscriber: AO - WESTLINK BR LIBRARY	Price: 25.13 Tax: 0.00	25.13
<b>TIME Magazine - Domestic ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425590	Subscriber: AO - WESTLINK BR LIBRARY	Price: 76.51 Tax: 0.00	76.51

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# Price Estimate



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Title		Price	Total Price
<b>Travel &amp; Leisure</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5422423	Subscriber: AO - WESTLINK BR LIBRARY	Price: 45.23 Tax: 0.00	45.23
<b>Consumer Reports</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5418654	Subscriber: AP - EVERGREEN	Price: 30.15 Tax: 0.00	30.15
<b>Horticulture - Magazine of American Gardening</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5416352	Subscriber: AP - EVERGREEN	Price: 20.05 Tax: 0.00	20.05
<b>Kansas!</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5420760	Subscriber: AP - EVERGREEN	Price: 20.10 Tax: 0.00	20.10
<b>Kiplingers Personal Finance</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5420987	Subscriber: AP - EVERGREEN	Price: 35.12 Tax: 0.00	35.12
<b>Newsweek - Regular ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5424440	Subscriber: AP - EVERGREEN	Price: 100.49 Tax: 0.00	100.49
<b>People</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5422152	Subscriber: AP - EVERGREEN	Price: 118.85 Tax: 0.00	118.85
<b>TIME Magazine - Domestic ed</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425592	Subscriber: AP - EVERGREEN	Price: 0.00 Tax: 0.00	0.00
<b>TIME Magazine - Domestic ed</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: P9941119	Subscriber: AP - EVERGREEN	Price: 76.51 Tax: 0.00	76.51
<b>Vanidades - Spanish ed</b> Format: Print Start Date: 11/01/2023 Term: 1 Year(s) Order Number: Q4356204	Subscriber: AP - EVERGREEN	Price: 166.31 Tax: 0.00	166.31

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# Price Estimate



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Title		Price	Total Price
<b>Wichita Eagle</b> Format: Print + Online Start Date: 05/01/2023 Term: 1 Year(s) Order Number: Q4356313	Subscriber: AQ - EVERGREEN BR LIBRARY	Price: 281.60 Tax: 0.00	281.60
<b>Bookmarks - NC</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: F8685625	Subscriber: AR - ALFORD	Price: 60.25 Tax: 0.00	60.25
<b>Consumer Reports</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: A8386090	Subscriber: AR - ALFORD	Price: 30.15 Tax: 0.00	30.15
<b>Crochet!</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5416870	Subscriber: AR - ALFORD	Price: 30.10 Tax: 0.00	30.10
<b>Essence</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8454845	Subscriber: AR - ALFORD	Price: 22.11 Tax: 0.00	22.11
<b>Food Network Magazine</b> Format: Print Start Date: 09/01/2023 Term: 1 Year(s) Order Number: F8668279	Subscriber: AR - ALFORD	Price: 30.15 Tax: 0.00	30.15
<b>Game Informer Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: F0508910	Subscriber: AR - ALFORD	Price: 15.05 Tax: 0.00	15.05
<b>Good Housekeeping</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: A8403809	Subscriber: AR - ALFORD	Price: 22.11 Tax: 0.00	22.11
<b>Hot Rod</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: A8437096	Subscriber: AR - ALFORD	Price: 25.13 Tax: 0.00	25.13
<b>MAD</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: E4797847	Subscriber: AR - ALFORD	Price: 25.11 Tax: 0.00	25.11

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# Price Estimate



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Title		Price	Total Price
<b>Mens Health - PA</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: B3127423	Subscriber: AR - ALFORD	Price: 25.06 Tax: 0.00	25.06
<b>National Geographic</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8425825	Subscriber: AR - ALFORD	Price: 49.25 Tax: 0.00	49.25
<b>National Geographic Kids</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: A8426654	Subscriber: AR - ALFORD	Price: 30.15 Tax: 0.00	30.15
<b>People</b> Format: Print Start Date: 04/01/2023 Term: 1 Year(s) Order Number: L9981192	Subscriber: AR - ALFORD	Price: 118.85 Tax: 0.00	118.85
<b>Piecework</b> Format: Print Start Date: 07/01/2023 Term: 1 Year(s) Order Number: A8411403	Subscriber: AR - ALFORD	Price: 35.16 Tax: 0.00	35.16
<b>Popular Mechanics - English ed</b> Format: Print Start Date: 11/01/2023 Term: 1 Year(s) Order Number: A8405626	Subscriber: AR - ALFORD	Price: 24.12 Tax: 0.00	24.12
<b>Practical Homeschooling</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: F8671880	Subscriber: AR - ALFORD	Price: 40.20 Tax: 0.00	40.20
<b>Ranger Rick - American ed</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8428214	Subscriber: AR - ALFORD	Price: 30.10 Tax: 0.00	30.10
<b>Real Simple</b> Format: Print Start Date: 12/02/2022 Term: 1 Year(s) Order Number: A8468859	Subscriber: AR - ALFORD	Price: 29.09 Tax: 0.00	29.09
<b>Spider</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: B3119580	Subscriber: AR - ALFORD	Price: 34.12 Tax: 0.00	34.12

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# Price Estimate



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Title		Price	Total Price
<b>Sports Illustrated for Kids</b> Format: Print Start Date: 12/02/2022 Term: 1 Year(s) Order Number: A8457459	Subscriber: AR - ALFORD	Price: 25.13 Tax: 0.00	25.13
<b>Taste of Home</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: E4809177	Subscriber: AR - ALFORD	Price: 18.07 Tax: 0.00	18.07
<b>This Old House</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: B3131250	Subscriber: AR - ALFORD	Price: 20.05 Tax: 0.00	20.05
<b>TIME Magazine - Domestic ed</b> Format: Print Start Date: 01/02/2023 Term: 1 Year(s) Order Number: A8469675	Subscriber: AR - ALFORD	Price: 76.51 Tax: 0.00	76.51
<b>USA Today : the Nations Newspaper</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425719	Subscriber: AR - ALFORD	Price: 410.04 Tax: 0.00	410.04
<b>Womens Health</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: F8688839	Subscriber: AR - ALFORD	Price: 15.04 Tax: 0.00	15.04
<b>American Motorcyclist</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5416752	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.15 Tax: 0.00	30.15
<b>American Oil &amp; Gas Reporter</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5416759	Subscriber: AT - CIRCULATING COLLECTION	Price: 115.58 Tax: 0.00	115.58
<b>Automotive News</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5418709	Subscriber: AT - CIRCULATING COLLECTION	Price: 169.85 Tax: 0.00	169.85
<b>Billboard</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5424793	Subscriber: AT - CIRCULATING COLLECTION	Price: 99.50 Tax: 0.00	99.50

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# Price Estimate



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Title		Price	Total Price
<b>Chess Life</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: P9946568	Subscriber: AT - CIRCULATING COLLECTION	Price: 112.56 Tax: 0.00	112.56
<b>Consumer Reports</b> Format: Print Start Date: 06/01/2023 Term: 1 Year(s) Order Number: B1377339	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.15 Tax: 0.00	30.15
<b>Crochet World</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5416880	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.10 Tax: 0.00	30.10
<b>Crochet!</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5416874	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.10 Tax: 0.00	30.10
<b>Cuisine at Home</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: E4794059	Subscriber: AT - CIRCULATING COLLECTION	Price: 27.14 Tax: 0.00	27.14
<b>Do It Yourself</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5421816	Subscriber: AT - CIRCULATING COLLECTION	Price: 20.07 Tax: 0.00	20.07
<b>Dollars &amp; Sense</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: P9948644	Subscriber: AT - CIRCULATING COLLECTION	Price: 55.28 Tax: 0.00	55.28
<b>Dwell Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5418841	Subscriber: AT - CIRCULATING COLLECTION	Price: 28.14 Tax: 0.00	28.14
<b>Finescale Modeler</b> Format: Print Start Date: 11/01/2022 Term: 1 Year(s) Order Number: D7500326	Subscriber: AT - CIRCULATING COLLECTION	Price: 43.16 Tax: 0.00	43.16
<b>Food Network Magazine</b> Format: Print Start Date: 10/01/2023 Term: 1 Year(s) Order Number: E4800964	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.15 Tax: 0.00	30.15

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# Price Estimate



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Title		Price	Total Price
<b>Game Informer Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: J3133728	Subscriber: AT - CIRCULATING COLLECTION	Price: 15.05 Tax: 0.00	15.05
<b>Golf Digest</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5418850	Subscriber: AT - CIRCULATING COLLECTION	Price: 28.08 Tax: 0.00	28.08
<b>Guns &amp; Ammo</b> Format: Print Start Date: 03/01/2023 Term: 1 Year(s) Order Number: D7489430	Subscriber: AT - CIRCULATING COLLECTION	Price: 20.04 Tax: 0.00	20.04
<b>Handguns</b> Format: Print Start Date: 08/01/2023 Term: 1 Year(s) Order Number: A8411022	Subscriber: AT - CIRCULATING COLLECTION	Price: 20.04 Tax: 0.00	20.04
<b>In Fisherman</b> Format: Print Start Date: 02/01/2023 Term: 1 Year(s) Order Number: D3020067	Subscriber: AT - CIRCULATING COLLECTION	Price: 16.08 Tax: 0.00	16.08
<b>Interweave Knits</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5424624	Subscriber: AT - CIRCULATING COLLECTION	Price: 28.11 Tax: 0.00	28.11
<b>Inventors Digest</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5420576	Subscriber: AT - CIRCULATING COLLECTION	Price: 33.77 Tax: 0.00	33.77
<b>Kiplingers Personal Finance</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D7489898	Subscriber: AT - CIRCULATING COLLECTION	Price: 35.12 Tax: 0.00	35.12
<b>MAD</b> Format: Print Start Date: 12/01/2022 Term: 1 Year(s) Order Number: A8391706	Subscriber: AT - CIRCULATING COLLECTION	Price: 25.11 Tax: 0.00	25.11
<b>Model Airplane News</b> Format: Print + Online Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5416576	Subscriber: AT - CIRCULATING COLLECTION	Price: 35.12 Tax: 0.00	35.12

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# Price Estimate



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Title		Price	Total Price
<b>Model Railroader</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D7489817	Subscriber: AT - CIRCULATING COLLECTION	Price: 47.18 Tax: 0.00	47.18
<b>Outside</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5424506	Subscriber: AT - CIRCULATING COLLECTION	Price: 24.12 Tax: 0.00	24.12
<b>Plane &amp; Pilot</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5421088	Subscriber: AT - CIRCULATING COLLECTION	Price: 28.14 Tax: 0.00	28.14
<b>Railroad Model Craftsman</b> Format: Print Start Date: 08/01/2023 Term: 1 Year(s) Order Number: E4796341	Subscriber: AT - CIRCULATING COLLECTION	Price: 64.32 Tax: 0.00	64.32
<b>Reminisce Magazine - WI</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425648	Subscriber: AT - CIRCULATING COLLECTION	Price: 20.08 Tax: 0.00	20.08
<b>Reptiles</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5421025	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.12 Tax: 0.00	30.12
<b>Small Craft Advisor</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425072	Subscriber: AT - CIRCULATING COLLECTION	Price: 45.17 Tax: 0.00	45.17
<b>Southwest Art</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5424686	Subscriber: AT - CIRCULATING COLLECTION	Price: 40.15 Tax: 0.00	40.15
<b>Spirituality &amp; Health</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425129	Subscriber: AT - CIRCULATING COLLECTION	Price: 25.07 Tax: 0.00	25.07
<b>Videomaker</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5425889	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.15 Tax: 0.00	30.15

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Title		Price	Total Price
<b>Watercolor Artist</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: P5424690	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.11 Tax: 0.00	30.11
<b>Wired</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: D7483323	Subscriber: AT - CIRCULATING COLLECTION	Price: 24.12 Tax: 0.00	24.12
<b>Wood Magazine</b> Format: Print Start Date: 01/01/2023 Term: 1 Year(s) Order Number: A8420969	Subscriber: AT - CIRCULATING COLLECTION	Price: 30.14 Tax: 0.00	30.14

Pre-tax subtotal:	26,717.13
Tax:	0.00

Estimate (USD):	26,717.13
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**WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS**  
**Operations Committee Agenda**  
**Tuesday, August 16, 2022, 11:30am**  
Collaboration Room 203  
Advanced Learning Library, 711 W 2<sup>nd</sup> St, Wichita, KS 67203

1. Call to Order
2. Approval of Minutes from May 17, 2022
3. Student E-card update
4. Proposed Policy Changes – first review
  - CIR-001          Customer Registration
  - CIR-004          Issuing Cards to School Groups and Classrooms
  - CIR-006          Interlibrary Loan
  - CIR-007          Circulation of Materials
  - PER-007          Staff Benefits
  - PER-008          Volunteer Program
5. Other items from Committee Members
6. Adjournment



**Wichita Public Library Board of Directors**  
**Operations Committee Minutes**  
**May 17, 2022**

Present: Board Members: Committee Chair Jonathan Winkler, committee members Donna Douglas and TaDonne Neal, staff members: Customer Service Manager Kristi Dowell, Collection Development Manager Sarah Kittrell

The meeting was called to order at 11:35 a.m. by Committee Chair Jonathan Winkler.

There were no previous minutes to approve due the absence of a quorum for the April meeting.

Chair Winkler stated that the committee had done a thorough review of recommended policy changes at the April meeting and asked if there were any comments or questions regarding the recommended Circulation of Materials or Customer Rights and Responsibilities policy changes. There were none. Chair Winkler asked staff if there had been any changes to the policies from last month. Ms. Dowell stated all policies had been approved as to form by the City of Wichita legal department and the Director of Libraries had put all policy recommendations in the Board packet with an agenda memo as requested.

Chair Winkler moved to the topic of terms for a student e-card partnership with USD 259. He asked if it would require the Library to enforce any access restrictions by USD 259. His concern was that providing expanded student access to the e-book collection would lead to potential attempts to censor the e-book collection.

TaDonne Neal joined at 11:39 making a quorum. Chair Winkler reviewed what had been discussed so far, Ms. Neal did not have any concerns regarding the recommended policy changes.

Ms. Kittrell explained the process for USD 259 to be able to subscribe to SORA which is software made for schools to help curate what their students can see of the Wichita Public Library's electronic holdings while accessing the digital collection from a USD 259 facility. It is free to public schools. The Library itself would not restrict access to digital holdings for the school or for cards issued with a school ID number.

Ms. Douglas asked how the Library's collection of Manga is shelved. Ms. Kittrell stated that the materials are separated physically by age level in children's, teens and adult content levels.

The committee wanted to ensure that by having a USD 259 student ID library card, it would not mean that a student would be forced to give up a WPL card. Ms. Dowell and Ms. Kittrell explained that currently minors are able to have both a regular card allowing for both the physical checkout of materials and access to digital materials and databases as well as having a Minor E-Card so that a minor could still access digital materials and databases even if they or their responsible adult have an account that is not in good standing. A USD 259 card would replace an existing Minor E-Card but not a regular library card therefore the student would still have the same access.

Ms. Neal asked what would happen if a student left the school they were attending. Ms. Kittrell stated other schools also obtain WPL Minor E-Cards for students who don't have one. Ms. Dowell stated that a student could always change from a USD 259 school ID card back to a Minor E-Card as well.

With no new business the meeting was adjourned at 11:59 a.m.

## CIR-001      Customer Registration

A Library card will be issued to any registering customer who provides proof of identity with name and proof of current address, and who agrees to abide by the circulation policies of the Library.

A customer's first Library card is free. Replacement cards will be issued for lost, stolen or damaged cards at the cost of \$2.00 per card. Worn cards will be replaced with current cards free of charge. Customers must present some form of identification with documentation of a current address. Adults are required to show proof of current address for a library card for themselves and for any minor.

Library accounts that have been expired for three years with balances under \$10.00 and are free from messages that may prevent library use will be deleted.

There are different types of Library cards that may be issued to customers. Below is a list of these types and a brief explanation of each.

### 1. ADULT

An adult Library card is issued to any person living in Kansas who is 18 years of age or older or an emancipated minor.

An adult who is under legal guardianship or conservatorship or who is a resident of a residential facility for the developmentally disabled (such as KETCH) may obtain a library card with the consent of the person who has legal control of that adult's finances.

### 2. E-CARD

Adults over 18 years of age may receive an E-card in order to have access to computers, digital collections and electronic resources. An E-card may be issued by staff to groups or individuals for the purpose of paying meeting room fees online. E-cards do not permit a customer to check out physical material, place holds, or submit interlibrary loan requests. Address verification is not required for this card. Instead, photo identification and verification of birth date are required.

### 3. FIRM

A firm card is issued to any business or organization that provides a written request on letterhead stationery. Firms must agree to be responsible for all items borrowed on the agency account. Only those persons authorized to use the card will be allowed to charge materials on the firm card. Firm cards are only issued at the Advanced Learning Library and will be kept at the Advanced Learning Library, although accounts may be created to allow borrowing privileges from any Library location.

### 4. FRIENDS OF THE LIBRARY (FRIENDS)

Issued for one year with a paid Gold or Platinum Membership to the Friends of the Library, the "gold or platinum card" type **to recognize the level of advocacy**, ~~allows members three days grace on overdue materials owned by the Wichita Public Library.~~ Unclaimed hold fees and any fees associated with Interlibrary Loan items still apply to Friends of the Library accounts.

### 5. HOMEBOUND

Acceptance of new customers into the homebound delivery program was suspended in 2016 but services continue to customers previously registered for this program.

### 6. INTERLIBRARY LOAN (ILL)

Libraries to which the Wichita Public Library sends materials through Interlibrary Loan protocols receive accounts with the ILL card type. Libraries within Sedgwick County receive a special subset of ILL

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account to indicate that they make loan requests directly through the Library catalog rather than through traditional ILL protocols and systems.

#### 7. MINOR

A minor card is issued to any person living in Kansas who is under the age of 18 and who has not been emancipated. An adult with a Library account in good standing may apply for the card. The card will be associated on issuance as a means to hold the adult financially responsible for the minor's debt. Minors who are 16 years of age or over who are or have been married may show a marriage certificate in order to receive a library card without an adult's signature. Minors who have been conferred the rights of majority by a District Court must present a copy of the court's order before receiving a library card.

#### 8. MINOR E-CARD

Youth under the age of 18 may receive a Minor E-card in order to have access to computers, digital collections and electronic resources. E-cards may not be used to borrow physical material, place holds, or submit interlibrary loan requests. Any Internet access provided to Minor E-card account holders must be filtered per terms of the Children's Internet Protection Act. Address verification is not required for this card. Instead, photo identification of the minor or authorizing adult is required. Minor E-cards expire when the customer turns 18. Minor E-cards may be issued to students upon the request of their teacher (See CIR-004 Issuing Cards to Tour Groups and Classrooms).

#### 9. NON-RESIDENT CARD

A non-resident card is issued to any customer who lives outside the state of Kansas. The customer will be limited to two physical items checked out at any time on their card and have access to all digital material.

#### 10. OUTREACH

Outreach cards will be issued to groups, schools, or agencies that are receiving bulk loans. Outreach cards are issued through the Education and Engagement Division.

#### 11. SELF-REGISTERED

Customers who complete an online registration for a library card will be given a card type of Self-Registered until the registration process is completed with library staff. Self-registered accounts expire in six months if they are not updated.

#### 12. STAFF

A staff Library card is issued to any current Wichita Public Library staff member. New employees will not need to re-register, but will be changed to a staff account during employee orientation. Staff status is removed from accounts at the conclusion of an employee's last day in pay status.

#### 13. STUDENT E-CARD

Through a formal partnership with an area school district, a Student E-card can be issued electronically to provide access to online and digital resources, research, and reading material. Limited personal data is provided from the school, and the account is not associated with an adult account. Student E-Cards will expire after the student graduates from school. Card numbers assigned to this code will typically be the student ID.

#### ~~13~~14. WICHITA WORK RELEASE

Inmates of the Wichita Work Release Facility (WWRF) have access to the Wichita Public Library collection as required by state statute. Accounts are limited to use at the Advanced Learning Library and are for the loan of books. WWRF documentation is used to create these accounts.

**4415. BANNED**

The banned account type is used to document customers who have been permanently banned from Wichita Public Library facilities.

**Related City Codes and Ordinances**

City Code Section 5.92.020; City Ordinance No. 34-827 (part)

**Related Forms**

Registration Form; Internet Access Restriction Form

Last Review: March 2022

#### **CIR-004      Issuing Cards to Tour Groups and Classrooms**

~~E-cards may be issued to groups of customers such as daycare facilities, classrooms, etc., at all locations provided the groups meet the following requirements:~~

- ~~1) Groups must notify the Advanced Learning Library Circulation Section or branch that they wish to visit as a group.~~
- ~~2) The Library must receive the group list of names and birthdates for each account application at least 7 days before the group visit.~~

~~A classroom bulk loan may be created with the teacher in advance, for checkout of materials on the day of the visit.~~

- ~~1) Groups must notify the Advanced Learning Library Circulation Section or branch that they wish to visit as a group.~~
- ~~2) A contract must be fully executed one week in advance of the visit to the Library, including teacher's and principal's signature.~~

~~Adults visiting with tours or classes should plan to allow time to visit the circulation desk to apply for a Library Card. (See CIR-001 Customer Registration.)~~

~~The Library will issue E-cards to groups in advance of their visit to the Library with prior arrangement.~~

~~School entities will be asked to partner with the Library to ensure access is provided to all eligible students and to ensure parental permission.~~

~~Other groups and non-profits must notify the Advanced Learning Library Circulation Section or branch that they wish to visit as a group. The Library must receive a group list of names and birthdates for each application at least 7 days before the group visit.~~

~~A classroom bulk loan may be created with the teacher in advance, for checkout of materials on the day of the visit.~~

**Related Form**  
**Registration Form**

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Last Review: March 2022

## **CIR-006      Interlibrary Loan**

Interlibrary loan (ILL) is a worldwide sharing of materials. Items not held by the Wichita Public Library may be borrowed through ILL. When the only copy of an item held by the Wichita Public Library is lost, missing or overdue for more than 2 weeks, that item may also be borrowed through ILL. Unless otherwise noted within this policy, there is a fee of \$3.00 per ILL item borrowed from another library for a Wichita Public Library customer.

The customer must hold a current Wichita Public Library card in good standing. (See CIR-007 Circulation of Materials.)

Requests for photocopies are only taken if the following information is provided: the title of the source, the date and issue, either the title or author of the article to be photocopied and the page number(s) on which the article appears. Only specific items may be requested; the Library is unable to fill subject requests.

Requests for material outside of the United States are subject to shipment costs as well as the ILL borrowing fee.

The maximum cost the customer is willing to pay to receive the item or a photocopy of an article must be indicated on the ILL form when the request is taken. Customers will be notified of any charges beyond the ILL borrowing fee prior to the request being shipped. Any fees incurred by the Library for borrowing or photocopying interlibrary loan materials will be passed onto the customer.

A limit of five requests may be active at the same time.

The ILL borrowing fee is not charged to customers in the following situations:

1. When a title is owned by the Wichita Public Library but the item is needed in a different format in order to make the information accessible to the customer (e.g. a print copy of an audio book for a customer with hearing impairments, a larger print/audio edition of a copy available only in regular print for a low vision customer, etc.)
2. When the last copy of a title owned by the Wichita Public Library is not currently available as a result of being missing, lost in circulation or unavailable for repair/rebinding/replacement.
3. When additional copies of a title are needed for a book club or organization with a current partnership agreement on file with the Library.

The lending library sets due dates for ILL materials. ~~Fines will be charged for overdue items according to the circulation parameters set for ILL loans.~~ ILL items may not be renewed. The replacement cost for lost ILL items is determined by the lending library and will be charged against the borrower's record in addition to a \$25.00 processing fee.

Any fees passed onto the library for ILL items and any late fees will apply to all accounts.

The Wichita Public Library will honor any restrictions on use given by the lending library.

Failure to comply with circulation policies will result in the loss of ILL privileges.

**Related Forms**

Interlibrary Loan form

Last Review: March 2022



## **CIR-007      Circulation of Materials**

Library materials may be checked out by anyone with a Wichita Public Library card in good standing. Customers are in "good standing" when the amount of fees or lost charges is below \$10.00 and there are no items more than 15 days overdue.

A Library card or photo identification is required in order to borrow materials at a service desk. To borrow materials at a self-check station, a customer must scan the library card barcode or manually enter the library card number or user ID and corresponding password.

Items checked out from one Wichita Public Library location may be returned to any other Wichita Public Library location.

~~Fees of specific amounts are assessed per day on items that are returned late. All materials will have an assigned due date based on the item, and if not returned by that date will display as overdue until the materials are returned or changed to lost status. Overdue items will continue to accrue a fee up to a maximum limit until they are returned or changed to lost status. Items that are renewed are subject to the maximum limit separately for each due date.~~  
Many items may be renewed if there are no hold requests for other customers, or the item has not reached the maximum renewal limit. Certain items may not be renewed.

Most customers in good standing are limited to a total of 150 items on loan at one time. Some account types have more stringent loan limits.

Customers on a payment plan for outstanding fees of \$25.00 or more on account are limited to five items on loan at one time.

(See CIR-007.1 Circulation Parameters.)

### **Related City Codes and Ordinances**

City Code Section 5.92.010

City Ordinance No. 34-827 (part)

Last Review: March 2022

**PER-007 — Staff Benefits**

~~In addition to any benefits provided through the City of Wichita, employees of the Wichita Public Library enjoy several privileges.~~

~~Staff is not charged overdue fees for Wichita Public Library materials, although continued abuse of this privilege may result in disciplinary action. Staff will be charged unclaimed hold fees and overdue fees for interlibrary loans.~~

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~~Continuing education opportunities may be available for staff.~~

**Related Forms**

None

~~Last Review: August 2021~~

## **PER-008 Volunteer Program**

The achievement of the goals of the Wichita Public Library is best served by the active participation of citizens of the community. To this end, the Library accepts and encourages involvement of volunteers at all appropriate levels of programs and activities.

To become part of the volunteer program, individuals must be at least twelve years of age or ready to enter the seventh grade. Parental permission to volunteer is required of all individuals under the age of eighteen. Youth volunteers may volunteer through the teen volunteer program that support summer reading activities or they may volunteer as individuals at any time during the year.

In addition to volunteering for the Library, individuals may become volunteers for the Library's support organizations (Friends of the Library, Wichita Genealogical Society). Unless explicitly noted, this policy applies to all volunteers working in Wichita Public Library facilities as well as volunteers assisting with outreach activities on behalf of the Library.

### **Definition of Volunteer**

A volunteer is anyone who, without compensation, performs a task at the direction of or on behalf of the Wichita Public Library. This includes individuals working within library facilities on behalf of the Library's support organizations. Within the volunteer program are several subsets of volunteers. These include:

- **ACTIVE VOLUNTEERS:** those who contribute a minimum of four hours of service during the month.
- **ACTIVE PERMANENT VOLUNTEERS:** those who are contributing service on an ongoing basis with a minimum of four hours of service for three or more consecutive months. Seasonal service does not qualify an individual for "active permanent" volunteer status, nor does service contributed through an employment or community service program. ~~Active permanent volunteers receive some staff privileges (see PER-007 Staff and Volunteer Benefits.) These benefits continue as long as the volunteer remains in "active permanent" status.~~
- **PROGRAM VOLUNTEERS:** those who contribute service through or on behalf of another agency or work program. Examples of program volunteers are those participating in student community service activities, work experience programs, student intern projects, corporate volunteer programs and other similar volunteer referral programs. It also includes individuals placed at the Library and paid for their service hours through programs such as but not limited to the Summer Youth Work Experience Program or the Senior Community Services Employment Program managed by the Workforce Alliance of South Central Kansas.
- **SUPPORT GROUP VOLUNTEERS:** those who contribute service with a library facility but for the benefit of one of the Library's supporting organizations. These volunteers are supervised by those respective organizations and not by the Library's staff or Volunteer Manager.
- **TEEN VOLUNTEERS:** those youth under the age of eighteen who provide seasonal service during the summer in support of the Library's summer reading programs and activities.

### **Criminal Records Check**

Volunteers must complete criminal background checks if over the age of eighteen and be officially approved by the Wichita Public Library prior to beginning service in the volunteer program. Volunteers with gaps in service of six months or more will be subject to successful completion of a new criminal background check before being approved to return to their volunteer work with the Library.

All support group volunteers who are allowed unsupervised access into staff-only areas of library facilities or who work with cash handling, public computing services or children are required to complete a criminal background check. Support group volunteers providing service in other ways may be exempted from the requirement of a complete criminal background check prior to the start of their volunteer service within a library.

#### **Employees and Employee Family Members as Volunteers**

The Fair Labor Standards Act (FLSA) prohibits currently employed City of Wichita employees, including library staff, from working as Library volunteers.

Family members of staff are allowed to volunteer with the Wichita Public Library. When family members are volunteers, they will not be placed under the direct supervision or within the same branch or section with currently employed members of their family.

#### **Conflict of Interest**

No person who has a conflict of interest with any activity or program of the Wichita Public Library, whether personal, philosophical, or financial will be accepted to serve as a volunteer with the Wichita Public Library.

#### **Confidentiality**

Volunteers are responsible for maintaining the confidentiality of all proprietary or privileged information to which they are exposed while serving as a volunteer. Failure to maintain confidentiality may result in termination of the volunteer's relationship with the Wichita Public Library or other corrective action.

#### **Service at the Discretion of the Library**

The Wichita Public Library accepts the service of volunteers with the understanding that such service is at the discretion of the Library. Volunteers agree that the Wichita Public Library may at any time, for whatever reason, decide to terminate the volunteer's relationship with the Wichita Public Library. A volunteer may at any time, for whatever reason, decide to resign from volunteer service with the Wichita Public Library.

Last Review: August 2021

## **Media Report: July 2022**

### **Television:**

- July 4, 2022: KAKE, Evolve guide, <https://www.kake.com/story/46809973/evolve-wichita-offers-fun-summer-activities>
- July 14, 2022: KSN, Student eCards, <https://www.ksn.com/news/local/wichita-public-library-partners-with-usd-259-to-bring-students-ecards/>
- July 19, 2022: KAKE, Heatwave, <https://www.kake.com/story/46903761/spaces-and-places-to-help-ease-the-pain-of-this-unbearable-heat-in-wichita>
- July 14, 2022: KWCH, Student eCards, <https://www.kwch.com/2022/07/14/wichita-school-district-public-library-partner-provide-students-access-ebooks/>
- July 14, 2022: KAKE, Kids Corner Summer Reading Program
- July 11, 2022: KWCH, Mental Health Awareness Program

### **Print:**

- July 9, 2022: The Derby Informer, Fall Gardening, [http://www.derbyinformer.com/news/area\\_news/fall-classes-to-help-gardeners-starting-in-august/article\\_9e54f5c4-ff00-11ec-b978-d7e0c6caa809.html](http://www.derbyinformer.com/news/area_news/fall-classes-to-help-gardeners-starting-in-august/article_9e54f5c4-ff00-11ec-b978-d7e0c6caa809.html)

### **Radio**

- July 26, 2022: KFDI, Local Author Day, <https://www.kfdi.com/2022/07/26/wichita-public-librarys-local-author-day-returns/>

The quarterly meeting is on Saturday, August 27. This is not on the usual 3<sup>rd</sup> Saturday.

The topic is coal mining in southeast Kansas in the late nineteenth century. The speaker is Linda O'Nelio Knoll, in person, at the Advanced Learning Library.

Julie Crawford  
WGS