

## A G E N D A

**Wichita Public Library Board of Directors Meeting  
Tuesday, October 18, 2022 – 12:00 p.m.  
Library Board Room  
Advanced Learning Library, Second Floor  
711 W 2<sup>nd</sup>, Wichita KS 67203**

1. Call to Order/Introductions
  - a) Staff Presentation
    - Mission and Vision Development, Paul Hawkins - South Central Kansas Library System
2. Approval of the Agenda
3. Public Comment
4. Minutes of the September 20, 2022 Meeting
5. Unfinished Business
6. New Business
  - a) Customer Account Access – Wichita Public Library Foundation
7. Finance Committee Report
  - a) September Finance Report and Bills

General Fund Bills	\$1,058,616.59
Grant Fund Bills	\$20,787.13
Gift & Memorial Fund Bills	\$22,224.44
<b><u>Total</u></b>	<b>\$1,101,628.16</b>

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

## September 2022

### Service Highlights

Banned Books week (September 18-24) generated a lot of interest from customers. They enjoyed interactive displays at all locations and asked staff questions about why books were banned or challenged and what is happening in our City regarding book challenges.



Customers and staff have a new tool to learn about digital resources provided by the Library. Online video tutorials provided by Niche Academy are now available on the website. Niche Academy is a highly regarded product that provides hundreds of online tutorials and has tools to create custom tutorials. The goal is to provide easy-to-use tutorials that complement and explain Library resources.

New York Times Online and New York Times Games subscriptions launched on September 9. Both resources are linked on the Resource page on the website.

Tallgrass Film Festival used the Advanced Learning Library as one of the hosting sites for the 20<sup>th</sup> anniversary festival. Library programs included two days of free film screenings. Tallgrass also held the closing gala at the Advanced Learning Library on Sunday. Attendees has access to the first floor. The east entrance was fenced off to create an outdoor space and beer garden. There was food from local restaurants and a live cover band outside. A couple from New York City said they were really impressed with DVD collection and said it was better than their library at home. Another attendee was seen looking around in amazement and then heard saying "Wow, this is a really impressive location". Famed B-Movie director Lloyd Kaufman was also in attendance and told staff he thought the library was very impressive.

Collection Development staff worked with Youth Services to find a place for teen nonfiction in the Teen Pavilion. This is a pilot to gain more traction with teen nonfiction collections.

## **Other News**

Technology trainers continue to stay busy with programs. They taught 11 technology classes with 65 in-person students in attendance. Staff completed 249 Book-A-Librarian appointments in September. Customers received assistance with unemployment filing, resume posting and printing, passport applications, printing court documents, phone assistance, tax forms, and online security issues.

The new iMac computers at the Advanced Learning Library had 182 users (combined) in September.

The Library is on track to meet the requirements for the Tell Your COVID Story project. Highlights from September include an interview with former Sedgwick County Elections Commissioner Tabitha Lehman, County Commissioners Lacey Cruse, Pete Meitzner and Sarah Lopez, City Manager Robert Layton and Mayor Brandon Whipple. Eleven of 44 completed interviews have been posted.

The Research Pavilion had out-of-state researchers from Arkansas, Missouri, Oklahoma, Tennessee and Texas.

The Create Young Readers team attended the ALSC Institute in Kansas City at the end of the month. The institute supplied many learning opportunities to hear from experts, experienced practitioners, authors and industry professionals about the newest best practices in serving youth. Highlights included learning about play and experiential programming, diversity in collections and services, equity issues for youth and much more.

In the first month after eCards were issued to several thousand USD 259 students, 298 of those students registered their cards in Overdrive/Libby and borrowed at least one item. USD 259 students borrowed 894 items over the course of the month from the Library's eMaterial collection. This accounted for 3% of the materials borrowed from Overdrive in September.

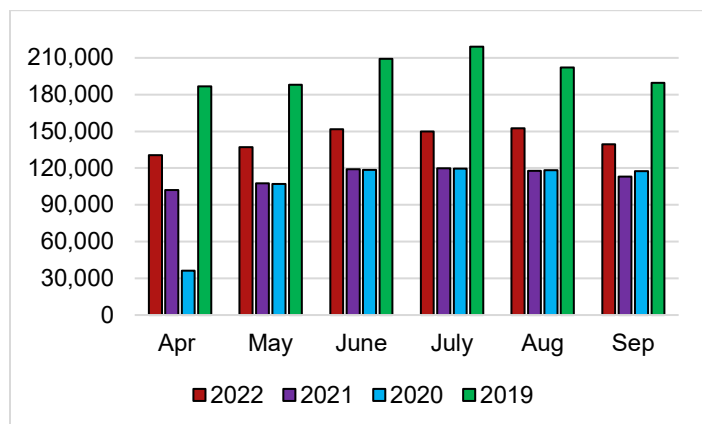
The Friends of the Wichita Public Library held a bag sale on September 10. The bag sale gives advocates and the public a chance to fill a Friends tote bag for \$5. At this sale, the Friends sold about \$4,000 worth of bags, books and advocate partnerships. Proceeds from book sales support programming costs and other expenditures at the Library.

The Library is digitizing materials of local significance thanks to a grant from the Institute of Museum and Library Services. Recently completed and added to the digital archive is a digital copy of 300,000 Miles to Victory, given to those who served on the USS Wichita, and the 1900 edition of the Book of Ordinances for the City of Wichita.

Savannah Ball (Education and Engagement Manager) presented at an in-service for educators from the USD 259 McKinney-Vento program. This program acts as a resource for homeless families and school personnel facing questions or assistance related to homeless children and youth so they can overcome obstacles and barriers. The presentation highlighted how library resources might help educators in their work with students.

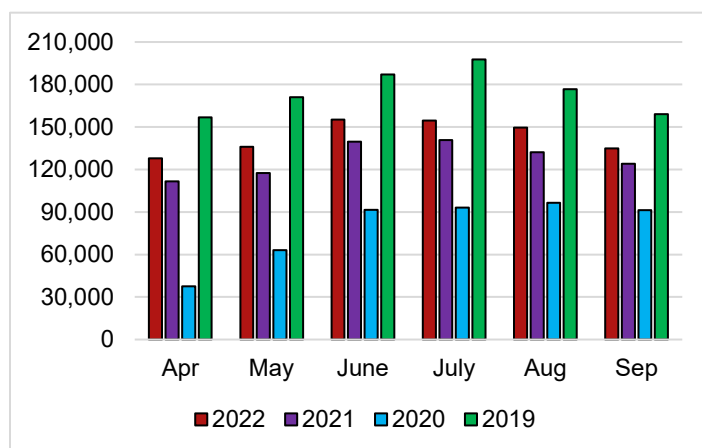
## Service Dashboard

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



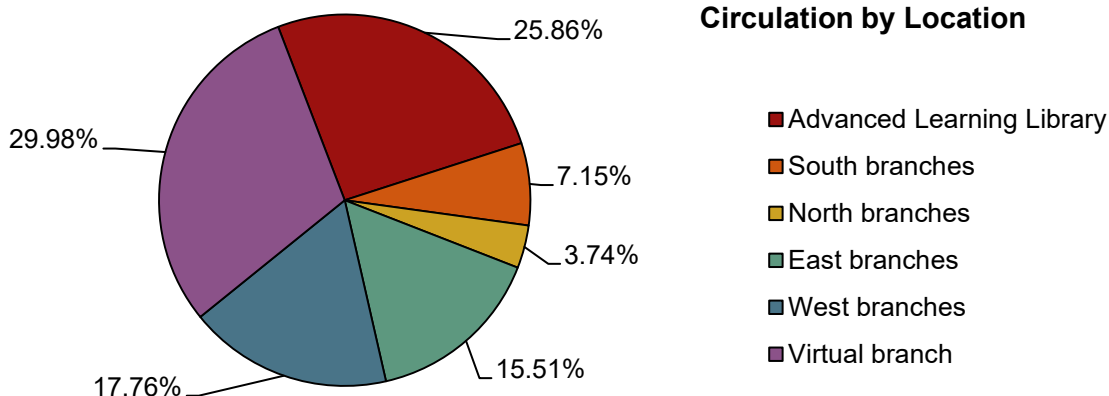
SEPTEMBER			
	2022	2021	% change
Door Counts	52,729	37,212	41.70%
Catalog Log-ins	36,134	34,419	4.98%
Website Visits	50,463	41,424	21.82%
CONTENTdm Users	496	N/A	N/A
Total	139,822	113,055	23.68%

### CHECKOUTS

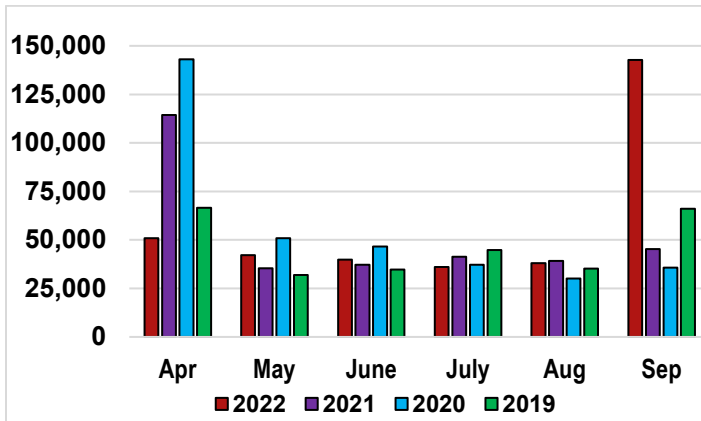


SEPTEMBER			
	2022	2021	% change
Physical Circ	94,471	91,376	3.39%
Virtual Circ	40,453	32,638	23.94%
WPL	34,075	25,690	32.64%
State	6,378	6,948	-8.20%
Total	134,924	124,014	8.80%

### Circulation by Location

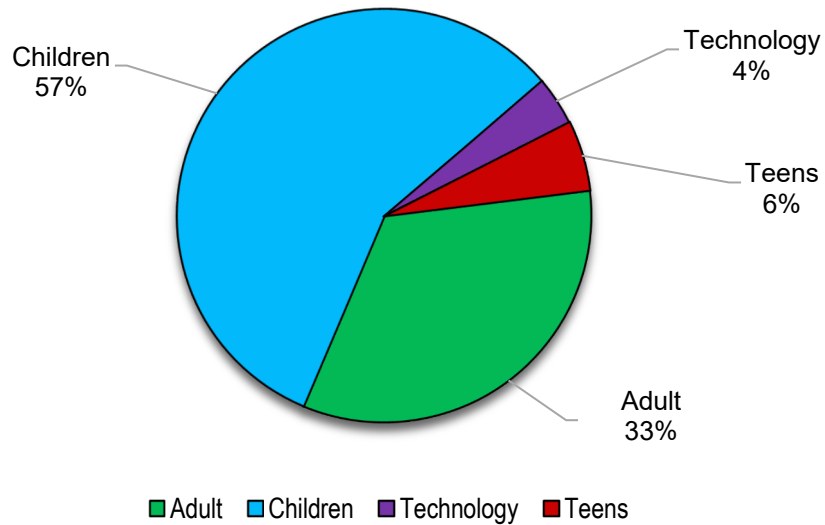


## QUESTIONS ANSWERED (by staff in person/phone and through online services)



SEPTEMBER			
	2022	2021	% change
Reference Questions	5,760	5,477	5.17%
Database Searches	133,838	37,725	254.77%
Technology Assistance	2,803	1,976	41.85%
Book-A-Librarian Appointments	251	170	47.65%
Total	142,652	45,348	214.57%

## PROGRAM ATTENDANCE

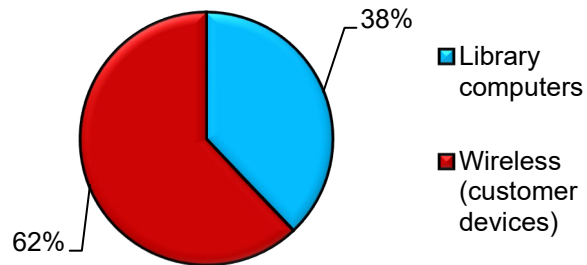


### SEPTEMBER ATTENDANCE

	2022	2021	% change
Adult events	573	90	536.67%
Children's events	988	452	118.58%
Technology training	66	74	-10.81%
Teen events	94	10	840.00%
TOTAL	1721	626	174.92%

## PUBLIC COMPUTING

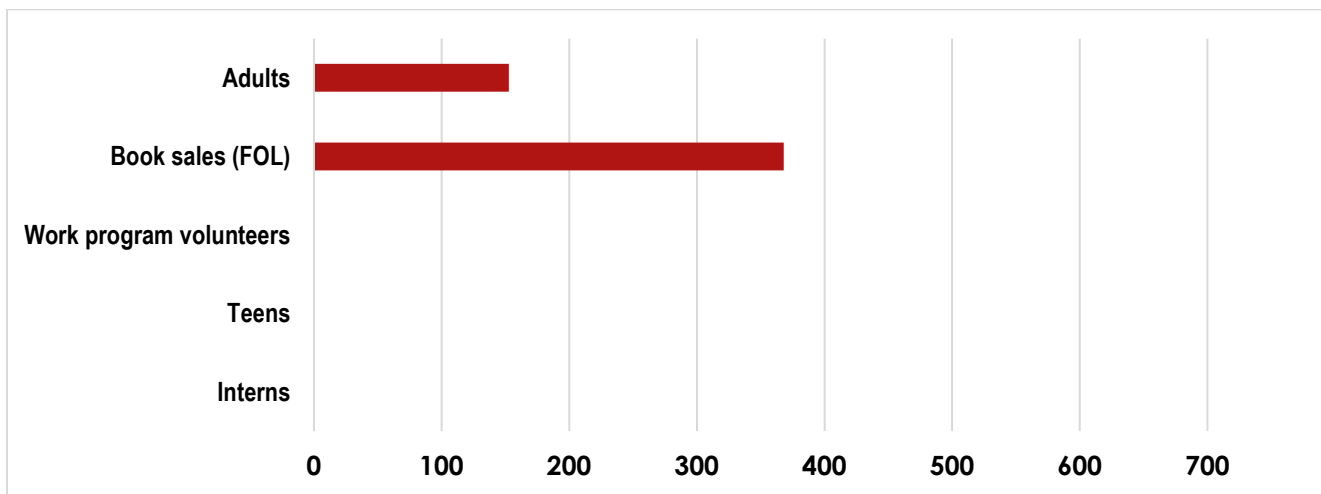
**Method of Computing Access  
(by session)**



### SEPTEMBER

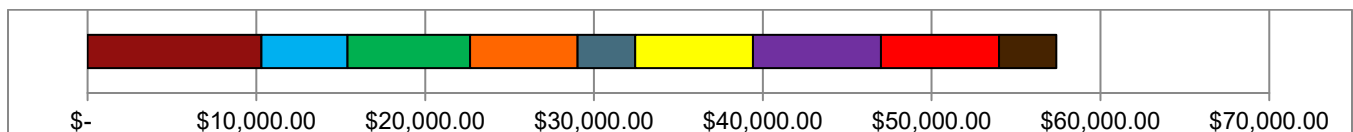
	2022	2021	% change
Workstation Sessions	5,189	4,302	20.62%
Wi-Fi Sessions	8,493	6,971	21.83%
Number of Users	1,379	1,017	35.59%
Hours of Access	9,215	7,964	15.71%

## VOLUNTEERS (hours of service)



**Number of volunteers YTD = 138      Hours of service YTD = 5,020**

## MATERIALS DONATIONS (value if purchased)



**Year to date total = \$57,393.96      Items added to Library collections YTD = 3,185**

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

A customer visiting from Boston approached Jennifer Durham to tell her how impressed he was with the library's Auto Repair Manual Collection. He said, "I've been to a lot of libraries, and this is the biggest auto repair manual collection I've ever seen! They don't even have this at the Boston Public Library!" After Jennifer told him about the Auto Repair Resource database and that he could access that with an E-card without a residency requirement, the patron said "Sign me up! What an amazing library!"

An upset customer called Cassie Fahey one morning asking for ideas and help regarding family assets and nursing homes. Cassie gave him several recommendations and he said, "You sound like you really are listening to me and want to help." The customer then told Cassie the whole story: his brother is in a nursing home, has recently come down with Alzheimer's, and is about to lose his home to cover expenses. Cassie suggested several organizations that might help, including Kansas Legal Services. The patron thanked Cassie for her "compassionate listening skills" and said he knew he could always count on the library for help.

John Cleary received an email from Michael Webb, an active grant writer in the Wichita area. Michael ended a yearlong contract with one of his nonprofit clients and wanted to say "Thank you for providing the Foundation Directory Online to our community. Most of the funding that has been awarded to this nonprofit in the past 11 months has been corporate sponsorships and an ARPA (American Rescue Plan Act) grant. But more than \$15,000 has come from private foundations listed in library's Foundation Directory Online." Michael went on to say, "We appreciate you and the Wichita Public Library for this invaluable resource!"

A tech class student wrote a kind note on an Excel class eval: "Thank you so much for the links in the email and the additional information. I was afraid I would either be bored (I equated Excel with accounting) or that I would get lost trying to keep up. The pace of the class is just right, and the 2 or 3 times I missed an instruction, you helped me get caught up. I happened to glance at my watch, thinking we still had an hour of class to go, and lo! and behold! it was already 7 p.m. You kept us all busy, and we covered a fair amount of material last night. I'm hoping to review so I don't forget! Thank you!"

Special thank you to Greg Nurdyke (Virtual Branch Manager) who served as the interim Rockwell Branch Manager last month. While Rockwell staff is self-sufficient, they appreciated having his leadership and knowledge available during the transition.

An art student writing a paper about an obscure artist whose contributions to the art world were not appreciated until after her death (Lois Smoky Kaulaity) was having trouble finding articles about her. Daniel Pewewardy suggested the customer check out the library's online databases like Ancestry for more information. Using Ancestry, Newsbank and Chronicling America, the customer found articles written about the artist during their lifetime. They said: "Oh my gosh thank you! There's not enough out there on this woman! This is really extremely helpful; I really appreciate it!"

## **WICHITA PUBLIC LIBRARY**

Minutes of a Meeting of the Library Board of Directors  
September 20, 2022.

The hybrid meeting of the Library Board of Directors was held on Tuesday, September 20, 2022 at the Advanced Learning Library with the following present in person: Ms. Abi Boatman, Ms. Rachel Enix, Dr. Justin Henry, Ms. Lauren Hirsh, Mr. Kevin McWhorter, Ms. Shelby Petersen, Mr. Chuck Schmidt, Dr. Maaskelah Thomas, and Mr. Jonathan Winkler. The following attended virtually: Ms. Donna Douglas, Dr. Justin Henry, Mr. Randall Johnston, Ms. Shannon Littlejohn, and Ms. TaDonne Neal.

### **Call to Order**

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

### **Staff Presentation**

Board member Lauren Hirsh and Adult Programming staff member Daniel Pewewardy presented information about the recently formed Culturally Responsive Organization (CRO) Committee. This body is an inclusive group of Library frontline staff, administration, and board members who have met over six sessions to complete the “Protocol for Culturally Responsive Organizations” assessment and thereby establish benchmarks for the Library’s cultural responsiveness. Having a diverse group tackle this task provided a much-needed all-angles examination that not only let individual members hear feedback from colleagues with different backgrounds but also allowed the committee as a whole to benefit from transparency and varied perspectives.

The assessment included nine domains, each of which had its own separate list of benchmarks. The committee answered to the best of their ability how they thought the library performed for each benchmark. Some customization became necessary since not all protocols applied to Library structure. The team also focused on three priorities: staff, leadership, and community. Explicit aims that the committee defined include the leadership team establishing and communicating big picture goals that improve access to library services, institutionalizing transparency of efforts through reporting, and driving the overall effort to improve racial equity, inclusion and cultural responsiveness within each of the domains. The leadership team will also ensure the goals can be measured.

### **Approval of the Agenda**

TaDonne Neal moved (Thomas) to approve the agenda as published. **Motion carried unanimously.**

### **Public Comment**

None



### **Approval of Minutes**

Minutes of the regular meeting held on August 16, 2022 were presented. WGS liaison Julie Crawford requested that the phrase “Kansas Chapter of the Daughters of the American Revolution” be changed to “Kansas Society of the Daughters of the American Revolution.” Shelby Petersen moved (Schmidt) to approve the minutes with this amendment. **Motion carried unanimously.**

### **Unfinished Business**

None

### **New Business**

Director Prothro outlined the McNaughton book leasing plan the Library is considering. Brodart, one of the Library’s main book vendors, has a subsidiary, McNaughton that sells credits that can be converted into book leases. The Library would pre-purchase credits at ~\$18.50 each and then use them to lease books that would be returned to McNaughton when they are no longer needed. The Library is interested in this plan for two main purposes: covering a gap in new book ordering that occurs when it closes out the financial year, and providing additional copies of popular titles throughout the year to meet surges in customer demand without tying up shelf space.

Director Prothro presented the Wichita Public Library Values Statement. As a result of departmental conversations that included a SOAR assessment, New Employee Orientation focus groups, and a supervisory retreat, leadership determined that the Library needs a clear description of the core values its employees should embody, and that this formulation should be integrated into policy as the organization’s Values Statement (new PHI-004). The exercises used showed that staff prioritized accountability, collaboration, diversity, integrity, knowledge, reliability, respect, service, and teamwork. This led to the identification of three guiding values—Community, Diversity, and Opportunity—that will help take the organizational culture from a transactional service to one that deepens relationships and fosters staff innovation and judgment.

TaDonne Neal moved (Boatman) to adopt the new Values Statement policy as presented by staff. **Motion carried unanimously.**

Director Prothro reported that as a result of funding for the Branch Master Plan’s capital improvement plans for branch locations, specific emphasis will be placed on strengthening services to families who are caring for children under the age of five. This family engagement focus will add new services and programs that include facility updates and strengthening out-of-building community connections. It will be a multi-year process to actualize and establish long-term outcomes. The Library plans to establish a two-year Family Engagement Task Force comprised of members from the Library Board of Directors as well as key community partners to provide collaborative guidance on the development of strengthened family engagement services. This body will meet once per quarter beginning in January 2023, with an agenda that balances information, collaboration, and outcomes development. Board members Shelby Petersen, Donna Douglas, Maaskelah Thomas, Jonathan Winkler, Abi Boatman, and Rachel

Enix volunteered to serve.

### **Finance Committee Report**

On behalf of the Finance Committee, Kevin McWhorter moved to approve the August finance report and supplemental bills in the following amounts: General Fund bills of \$768,114.57; Grant Fund Bills of \$38,352.55; and Gift and Memorial Fund bills of \$7,771.33, for a total of \$814,238.45. **Motion carried unanimously.**

On behalf of the Finance Committee, Mr. McWhorter moved to approve the invoice from Newsbank for continued access to the Wichita Eagle in the amount of \$31,894.00. **Motion carried unanimously.**

On behalf of the Finance Committee, Mr. McWhorter moved to approve the invoice from T-Mobile to purchase service for an additional 35 hot spots in the amount of \$21,805.00. **Motion carried unanimously.**

On behalf of the Finance Committee, Mr. McWhorter moved to approve the invoice from Ebsco/Consumer Reports for the 2022 addition of CR.org access in the amount of \$15,000.00. **Motion carried unanimously.**

### **Operations Committee Report**

On behalf of the Operations Committee, TaDonne Neal moved that updates to the policies be approved as presented in the agenda packet, with two changes the committee identified: (1) simplifying language in the first paragraph of proposed policy ORG-002.1, Collection Development Division, to indicate this unit is responsible for selection and maintenance of the library's collections; and (2) rephrasing the final paragraph in proposed policy CIR-004, Issuing Cards to Tour Groups and Classrooms, to extend the ability to arrange bulk loans to outside organizations in general, not just classes of students. Policies updated as a result of this action include:

PHI-004 Values Statement, new  
PHI-005 Library Bill of Rights, renumbered  
PHI-005.1 Library Initiated Programs as a Resource, renumbered  
PHI-006 The Freedom to Read, renumbered  
PHI-007 The Freedom to View, renumbered  
PHI-008 Libraries: an American Value, renumbered  
PHI-008 Code of Ethics, renumbered  
ORG-002.1 Collection Development Division, updated  
ORG-002.4 Education and Engagement Division, updated  
CIR-001 Customer Registration, updated  
CIR-004 Issuing Cards to Tour Groups or Classrooms, updated  
CIR-006 Interlibrary Loan, updated  
CIR-007 Circulation of Materials, updated  
CIR-010 Lost Items, updated

**Motion carried unanimously.**

## **Planning & Facilities Committee Report**

No report.

## **Public Affairs Committee Report**

No report.

## **Special Committee Reports**

*Friends of the Library* – Melissa Wilson reported that the September 10 used book sale attracted over 550 customers with nearly \$4000 raised. All leftover books will be taken to Union Mission. The Friends of the Library is still recruiting new board members.

*Library Foundation* – No report.

*Wichita Genealogical Society (WGS)* – Julie Crawford reported that the DNA Lecture series continues throughout September and October. Work remains underway for the annual conference in October at the WSU-Hughes Metroplex.

## **Director of Libraries Report**

On behalf of the Foundation, Director Prothro shared a flyer developed to demonstrate how family engagement fundraising helps promote early literacy.

The City Council has authorized the release of funds for the Westlink branch project. The Library can now proceed with a RFP for design services and the lease agreement for a temporary space. Later this week, leadership will visit the space it has identified (7011 W. Central, Suite 205, between a pet groomer and a nail salon in the Crossroads Shopping Center at the southeast corner of Central and Ridge) to begin planning signage, shelving, tech, and other provision that must be in place in order to move.

Staff has created 21,482 new library e-cards for students as part of the partnership with USD 259. Approximately 6,000 students already had a library card, resulting in a net gain of approximately 15,000 new library users this semester. This allows students access to the ever-growing electronic resources.

Leadership will also inspect a transit bus deeded to the Library from City Transit. This Ford F-450 rapid transit bus (of a general design often used for hotel shuttles) is flex-fuel, has low mileage, and doesn't require a special license to drive. With a small investment to get it ready for summer 2023, staff plans to use it to pilot outreach to families of pre-readers.

In October, Paul Hawkins from SCKLS will join the board for an extended staff presentation to gain the board's insights about the Library's mission and vision for the future.

Board members are invited to attend any part of the Library's upcoming in-service day on Monday, October 10. This year's learning centers on service to marginalized communities and

community engagement.

On Friday, September 23, the Library will host its first after-hours event at the Advanced Learning Library in some time. Read, Return, Repeat, the Library's ReadICT podcast, will be presented live to an in-person audience and will feature a virtual appearance by Native American author Sherman Alexie, whose book *The Absolutely True Diary of a Part-Time Indian* has been frequently banned or challenged since it was published in 2006.

The Library is currently preparing for Amnesty Week, which will occur September 26-October 2.

Staff are engaged in discussions with the City Manager's Office and the Neighborhood Resource Centers about residents' need for access to affordable broadband.

### **Announcements**

None

### **Adjournment**

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

The next regularly scheduled meeting will be October 18, 2022.

Respectfully submitted,

Jaime Prothro



## MEMORANDUM

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**TO:** Library Board of Directors

**FROM:** Jaime Prothro, Director of Libraries

**SUBJECT:** Request for Library Foundation Access to Customer Contact Information

**DATE:** October 10, 2022

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**Background:** The Library Foundation has requested access to contact information for a group of library customers for end of year fundraising purposes. Analysis: As noted in the attached request, the list of customer contact information to be released would be for females 30+ with the adult patron type, who have addresses with zip codes between 67201 and 67229, with YTD checkouts greater or equal to zero (0), who have borrowed at least 150 items since their accounts were created, and who owe less than \$10 outstanding fees and fines. As of October 10, this would translate into a release of contact information for 7841 customers.

**Financial Considerations:** There are no costs associated with generation of the report as requested by the Foundation office.

**Legal Considerations:** Library policy CIR-015, Confidentiality of Library Records, authorizes the Library Board to direct staff to distribute materials to customers when the action will be mutually beneficial to the Library and the support organization. Costs for the materials distribution will be paid by the support organization. Materials must be prepared in such a manner that a customer will be required to opt in before receiving additional information directly from the support organization. In order to comply with the requirements of the policy, Library staff would submit the contact information to the direct mail printer and would receive back all of the address updates and corrections. The only names received by the Foundation will be those of individuals who choose to contribute to the campaign or those who ask to be added to the Foundation mailing list.

**Recommendations/Actions:** It is recommended that the Board authorize staff to support the year-end solicitation of the Library Foundation by providing the requested customer account information.

Attachments: Foundation Solicitation Request; CIR-015



## MEMORANDUM

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**TO:** Library Board of Directors  
**FROM:** Kristi Oberg, CEO & President of WPLF  
**SUBJECT:** Request for Library Foundation Access to Customer Contact Information  
**DATE:** October 18, 2022

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**Background:** The Library Foundation is requesting access to contact information for a group of library customers for end-of-year fundraising purposes. Approval has been given in recent years for acquisition mailings which have been an effective source of acquiring new donors. In 2021 the acquisition mailing raised \$6,145 with an average gift of \$125. The Library Foundation acquired 49 new donors.

**Request:** Customers targeted for this campaign are females ages 35+ with YTD checkouts greater or equal to zero (0), with lifetime circulation greater than or equal to 250. Zip codes 67001 to 67299 would be included. This criterion would generate a list of approximately 6,500 names for the Foundation before de-duplicating persons already part of the Foundation's donor database. Each customer would receive no more than two mail contacts between November 1, 2022, and December 31, 2022.

The WPLF will pay costs for the distribution of the acquisition. If a customer makes a gift or opts-in, they will receive additional information directly from the WPLF. Materials will be presented in a way that the customer may opt-out of receiving future WPLF information.

To comply with the requirements of the Library policy, Library staff would submit the contact information to the direct mail printer and would receive back all of the address updates and corrections. This will ensure that the only names received by the Foundation are those of individuals who choose to contribute to the campaign or those who ask to be added to the Foundation mailing list.

**Collaborating for the Future:** The Foundation is committed to cultivating new and existing donor relationships to help fund the vital materials and programs of the Wichita Public Library. The Foundation is actively working on several strategies to increase donations, including major gift fundraising, two mass appeals per year, social media and online fundraising, and acquisition mailings to identify new donors. We believe that asking loyal customers of the library to consider a gift to the Library Foundation is a good strategy to gain all levels of donors. During these times, we have seen patrons engaging with the Library in different ways, trying new avenues to access materials and realizing the value a strong library system adds to their lives. Together, the Library and the Foundation can help cultivate long-term relationships that benefit the community.

## **CIR-015      CONFIDENTIALITY OF LIBRARY RECORDS**

The Kansas Open Records Act, Kansas Statutes Annotated (K.S.A.) 45-215, et seq., declares that it is the public policy of the state of Kansas that public records shall be open for inspection by any person. However, the Open Records Act places certain restrictions on this open access. At K.S.A. 45-221, the Act defines what records are not required to be disclosed at the request of citizens or public officials.

which libraries are NOT required to disclose include:

1. Customer registration records and circulation or loan records which pertain to identifiable individuals.
2. Library, archive and museum materials, if restrictions have been imposed as conditions of a contribution.
3. Personnel records and performance ratings; however employee names, positions, salaries, and length of service are designated as public information.
4. Building security information.
5. Correspondence between the Library and a private individual, including print and electronic formats.
6. Software programs for electronic data processes; however, each public agency must maintain a register that describes the information that is maintained on computer faculties, and the form in which the information can be made available using existing computer programs. K.S.A. 45-218,

K.S.A. 45-219 and K.S.A. 45-220 define the conditions and procedures related to requesting access including, but not limited to, the charging of fees for providing access or furnishing copies of public records.

It is the policy of the Wichita Public Library that all circulation records and other records identifying the names of library users are confidential. These records will be made available if they can be redacted to eliminate individually identifiable references. Library staff may require advance payment for reproduction costs, including estimated staff time for reproduction, review and redaction of the records requested, before the records are provided. These records will not be made available in original form to individuals (other than the card holder), groups or businesses. These records will not be made available in original form to any local, state or federal agency except pursuant to a subpoena or warrant as may be authorized under the authority of and pursuant to federal, state, and local law relating to civil, criminal or administrative discovery procedures or legislative investigative power. The Wichita Public Library will resist the enforcement of any such order, subpoena or warrant lacking facial validity.

Requests to examine or obtain information relating to circulation or registration records will immediately be referred to the Librarian-in-Charge, who will explain the confidentiality policy.

Upon the receipt of an order, subpoena, or warrant, the Director of Libraries shall consult with the appropriate legal officer assigned to the Wichita Public Library to determine if the subpoena is facially valid, requiring adherence.

The Library Board of Directors may authorize Library staff to distribute materials to customers using Library records, with the cost to be reimbursed by Library support organizations. The Board's authorization will only be given when responsive customer action would be mutually beneficial to the Library and the support organization. Library staff will only distribute materials to addresses within the United States or its political possessions. These materials must be prepared in such a manner that a customer will be required to opt in 4 before receiving additional information directly from the support organization. Additionally, the customer will have the ability at any time to opt out of distributions from the Library support organizations, the Library, or both.



**WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS**  
**Finance Committee Agenda**  
**Tuesday, October 18, 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 September Bills and Finance Reports
  - Revenue Report
  - Grant Fund Summary Report
  - Report of Expenditures

General Fund Bills	\$1,058,616.59
Grant Fund Bills	\$20,787.13
Gift & Memorial Fund Bills	\$22,224.44
<b><u>Total</u></b>	<b>\$1,101,628.16</b>

3. 2023 Cultural Arts Funding
4. Other items from Committee Members
5. Adjournment

**Wichita Public Library Board of Directors**  
**Finance committee Meeting**  
**September 20, 2022**

Present: Members Kevin McWhorter, Chuck Schmidt, Collection Development Manager Sarah Kittrell and Support Services Manager Tammy Penland

Kevin McWhorter called the meeting to order at 11:33 a.m.

Amendment to the Agenda to include Approval of Bills over \$10,000 as item number 3. Kevin McWhorter (Schmidt) moved to approve the amendment to the agenda. The motion carried.

McWhorter (Schmidt) moved to recommend approval of August bills and finance reports. The motion carried.

McWhorter (Schmidt) moved to recommend approval of Newsbank Subscription in the amount of \$31,894. The motion carried.

McWhorter (Schmidt) moved to recommend approval of additional 35 T-mobile Hotspot agreement in the amount of \$21,805. The motion carried.

McWhorter (Schmidt) moved to recommend approval of Consumer Report Subscription in the amount of \$15,000. The motion carried.

Penland reported that the CIP funds were approved to initiate the start of the Westlink project at City Council today.

The meeting was adjourned at 11:41 a.m.

## REVENUE REPORT - SEPTEMBER 2022

OBJECT	ACCOUNT DESCRIPTION	BUDGET	MONTHLY REVENUE TARGET	RECEIVED IN MONTH	RECEIVED YTD	% RECEIVED YTD
422110	Library Desk Receipts (Fines)	\$ -	\$ -	\$ 7,962.91	\$ 137,445.27	0.00%
422111	Library Desk Receipts (Faxes)	\$ 6,240.00	\$ 499.20	\$ 479.00	\$ 4,253.00	146.72%
422112	Library Desk Receipts (Passports)	\$ 16,000.00	\$ 1,280.00	\$ 1,330.00	\$ 12,880.00	124.22%
423030	Meeting Room Rentals	\$ 12,000.00	\$ 900.00	\$ 3,550.00	\$ 8,972.50	74.77%
424011	Copy Charges	\$ 9,500.00	\$ 855.00	\$ 982.90	\$ 9,421.70	99.18%
424101	Public Computing Charges	\$ 11,450.00	\$ 1,030.50	\$ 1,995.70	\$ 15,164.38	132.44%
646981	State Setoff Collections	\$ 76,000.00	\$ 6,080.00	\$ 5,699.73	\$ 133,684.94	175.90%
646990	Other Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0.00%
646998	Cash Over/Short	\$ -	\$ -	\$ (26.00)	\$ (26.00)	0.00%
<b>TOTAL</b>		<b>\$ 131,190.00</b>	<b>\$ 10,644.70</b>	<b>\$ 21,974.24</b>	<b>\$ 321,795.79</b>	<b>245.29%</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  
SEPTEMBER 2022

OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	CURRENT MONTH EXPENDITURES	ENCUMBRANCES	YTD EXPENDITURES	BALANCE	PERCENT EXPENDED
511000	Base Compensation	\$ 5,501,769.00	\$ 596,099.54	\$ -	\$ 4,027,653.72	\$ 1,474,115.28	\$ 0.73
511040	Leave	\$ -	\$ -	\$ -	\$ 123.74	\$ (123.74)	#DIV/0!
511950	Year-end Payroll Accrual	\$ -	\$ -	\$ -	\$ (118,830.62)	\$ 118,830.62	#DIV/0!
511999	Planned Savings	\$ (360,752.00)	\$ -	\$ -	\$ -	\$ (360,752.00)	0%
512000	Special Compensation	\$ 1,800.00	\$ 1,101.93	\$ -	\$ 11,565.79	\$ (9,765.79)	643%
512051	Mileage Reimbursement	\$ -	\$ 3.98	\$ -	\$ 432.51	\$ (432.51)	#DIV/0!
513020	Premium Overtime	\$ -	\$ 1,506.06	\$ -	\$ 5,474.77	\$ (5,474.77)	#DIV/0!
518200	Employer Wage Taxes & WC	\$ 483,127.00	\$ 50,040.10	\$ -	\$ 339,301.88	\$ 143,825.12	70%
518300	Employer Share EE Insurance	\$ 1,001,852.00	\$ 109,623.80	\$ -	\$ 716,101.44	\$ 285,750.56	71%
518400	Employer Share Pension/Retire	\$ 580,930.00	\$ 60,075.91	\$ -	\$ 412,149.88	\$ 168,780.12	71%
	<b>Personal Services</b>	<b>\$ 7,208,726.00</b>	<b>\$ 818,451.32</b>	<b>\$ -</b>	<b>\$ 5,393,973.11</b>	<b>\$ 1,814,752.89</b>	<b>75%</b>
521011	Electricity	\$ 305,438.00	\$ 22,263.36	\$ -	\$ 196,289.25	\$ 109,148.75	64%
521021	Natural Gas	\$ 41,824.00	\$ 1,035.67	\$ -	\$ 59,206.74	\$ (17,382.74)	142%
521030	Water Service	\$ 12,132.00	\$ 6,897.05	\$ -	\$ 25,869.84	\$ (13,737.84)	213%
521050	Trash Service	\$ 5,404.00	\$ 437.00	\$ -	\$ 3,435.20	\$ 1,968.80	64%
521060	Local Telephone Service	\$ 16,000.00	\$ 427.00	\$ -	\$ 4,209.00	\$ 11,791.00	26%
522010	PBX Line Charges	\$ 11,172.00	\$ 1,007.00	\$ -	\$ 8,784.35	\$ 2,387.65	79%
522020	PBX Instrument Charges	\$ 18,915.00	\$ 1,637.50	\$ -	\$ 14,450.75	\$ 4,464.25	76%
522040	Long Distance & Teleconference	\$ 2,000.00	\$ 36.85	\$ -	\$ 270.25	\$ 1,729.75	14%
522070	Voicemail	\$ 3,912.00	\$ 333.00	\$ -	\$ 2,969.00	\$ 943.00	76%
522080	Automatic Call Distribution	\$ 786.00	\$ 65.50	\$ -	\$ 589.50	\$ 196.50	75%
523010	Building & Contents Insurance	\$ 91,619.00	\$ 24,228.75	\$ -	\$ 68,714.25	\$ 22,904.75	75%
523020	Vehicle Liability Premiums	\$ 870.00	\$ 217.50	\$ -	\$ 652.50	\$ 217.50	75%
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	\$ -	\$ 1,387.00	\$ -	\$ 4,638.00	\$ (4,638.00)	#DIV/0!
525070	Background Checks	\$ -	\$ 64.00	\$ -	\$ 736.00	\$ (736.00)	#DIV/0!
525083	Textile Rental & Laundry Svcs	\$ 2,925.00	\$ 171.07	\$ -	\$ 1,174.28	\$ 1,750.72	40%
525990	Other Professional Services	\$ 22,970.00	\$ 2,394.60	\$ -	\$ 23,468.15	\$ (498.15)	102%
526010	Motor Pool Scheduled Charges	\$ 3,720.00	\$ 310.00	\$ -	\$ 2,790.00	\$ 930.00	75%
526011	Trip Car Charges	\$ -	\$ 116.25	\$ -	\$ 116.25	\$ (116.25)	#DIV/0!
526020	Building Repair & Maint	\$ 7,240.00	\$ -	\$ -	\$ 1,761.20	\$ 5,478.80	24%
526042	Pest Control Services	\$ 13,000.00	\$ 674.28	\$ -	\$ 6,994.04	\$ 6,005.96	54%
526044	Bldg Security & Fire Services	\$ -	\$ -	\$ -	\$ 2,097.57	\$ (2,097.57)	#DIV/0!

GENERAL FUND SUMMARY REPORT  
SEPTEMBER 2022

OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	CURRENT MONTH EXPENDITURES	ENCUMBRANCES	YTD EXPENDITURES	BALANCE	PERCENT EXPENDED
526070	Equipment Repair & Maint	\$ 5,421.00	\$ -	\$ -	\$ 3,742.20	\$ 1,678.80	69%
526092	Facility Rental	\$ 52,060.00	\$ 4,088.24	\$ -	\$ 40,882.40	\$ 11,177.60	79%
529010	Bank Charges	\$ 5,000.00	\$ 504.37	\$ -	\$ 4,798.39	\$ 201.61	96%
529020	Postage	\$ 4,000.00	\$ 676.60		\$ 1,879.45	\$ 2,120.55	47%
529061	Organizational Memberships	\$ 10,960.00	\$ -	\$ -	\$ 10,960.00	\$ -	100%
529070	Printing & Copying	\$ 23,472.00	\$ 1,299.27	\$ -	\$ 19,156.96	\$ 4,315.04	82%
529110	Advertising	\$ -	\$ -	\$ -	\$ 41.05	\$ (41.05)	#DIV/0!
529141	Software License & Maint Fees	\$ 550.00	\$ -	\$ -	\$ 501.64	\$ (1,476.47)	91%
529150	Data Center Charges	\$ 1,104,372.00	\$ 102,754.23	\$ -	\$ 924,788.07	\$ 179,583.93	84%
529990	Other Contractuals	\$ 109,111.00	\$ 10,179.27	\$ -	\$ 59,418.29	\$ 33,164.71	54%
	<b>Contractuals</b>	<b>\$ 1,879,613.00</b>	<b>\$ 183,205.36</b>	<b>\$ -</b>	<b>\$ 1,495,449.57</b>	<b>\$ 366,110.60</b>	<b>80%</b>
531010	Computing Supplies	\$ 900.00	\$ 451.61	\$ -	\$ 2,240.36	\$ (1,340.36)	249%
531020	Office Supplies	\$ 48,575.00	\$ 7,664.92	\$ -	\$ 32,204.38	\$ 16,370.62	66%
531030	Custodial Supplies	\$ 6,000.00	\$ 235.08	\$ -	\$ 2,450.57	\$ 3,549.43	41%
532020	Automotive Parts & Supplies	\$ 450.00	\$ -	\$ -	\$ 59.70	\$ 390.30	13%
539012	Gasoline	\$ 4,134.00	\$ 317.86	\$ -	\$ 2,885.18	\$ 1,248.82	70%
539990	Other Commodities	\$ -	\$ -		\$ 25.98	\$ (25.98)	#DIV/0!
549010	Furniture & Fixtures <\$5k	\$ 9,990.00	\$ 139.68	\$ -	\$ 2,328.68	\$ 7,661.32	23%
549020	Data Processing Equip <\$5k	\$ 9,665.00	\$ 319.14	\$ -	\$ 1,301.65	\$ 8,363.35	13%
549110	Library Materials	\$ 993,689.00	\$ 47,831.62	\$ -	\$ 407,242.96	\$ 585,889.54	41%
	<b>Commodities</b>	<b>\$ 1,073,403.00</b>	<b>\$ 56,959.91</b>	<b>\$ -</b>	<b>\$ 450,739.46</b>	<b>\$ 622,107.04</b>	<b>42%</b>
	<b>Expense Total</b>	<b>\$ 10,161,742.00</b>	<b>\$ 1,058,616.59</b>	<b>\$ -</b>	<b>\$ 7,340,162.14</b>	<b>\$ 2,802,970.53</b>	<b>72%</b>

**Grant Fund Summary Report  
SEPTEMBER 2022**

Grant	Beginning Balance 9/01/2022	Revenue Received	Admin Charges	Contractuals	Materials	Supplies & Petty Cash	Equipment	Total Expenditures	Encumbrances	Remaining Balance 9/30/2022
<b>SCKLS 2021</b>	\$ 173,287.59	\$ -	\$ -	\$ 747.21	\$ 9,035.44	\$ -	\$ -	\$ 9,782.65	\$ -	\$ 163,504.94
<b>SCKLS 2022</b>	\$ 130,182.00	\$ 77,763.00	\$ -	\$ 5,566.96	\$ -	\$ -	\$ -	\$ 5,566.96	\$ -	\$ 202,378.04
<b>State Aid 2022</b>	\$ 34,597.00	\$ -	\$ -	\$ 1,220.88	\$ 2,462.69	\$ -	\$ 1,753.95	\$ 5,437.52	\$ -	\$ 29,159.48
<b>Totals</b>	<b>\$ 338,066.59</b>	<b>\$ 77,763.00</b>	<b>\$ -</b>	<b>\$ 7,535.05</b>	<b>\$ 11,498.13</b>	<b>\$ -</b>	<b>\$ 1,753.95</b>	<b>\$ 20,787.13</b>	<b>\$ -</b>	<b>\$ 395,042.46</b>

## Wichita Public Library General Fund Bills

September 2022

Org: 10000080

## 10001 - Library - Personnel

## 1B - Base Compensation

## 511000 Base Compensation

Payroll, ADJ9.02.22	(\$175.03)
Payroll, PP09.02.22	\$198,370.23
Payroll, PP9.16.2	\$199,417.93
Payroll, PP9.30.22	\$198,486.41

Total 511000 Base Compensation	\$596,099.54
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Total 1B - Base Compensation	\$596,099.54
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## 1F - Special Compensation

## 512000 Special Compensation

Payroll, PP09.02.22	\$417.31
Payroll, PP9.16.2	\$267.31
Payroll, PP9.30.22	\$417.31

Total 512000 Special Compensation	\$1,101.93
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## 512051 Mileage Reimbursement

Payroll, 5361	\$1.99
Payroll, 5921	\$1.99

Total 512051 Mileage Reimbursement	\$3.98
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Total 1F - Special Compensation	\$1,105.91
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## 1J - OT Compensation

## 513000 Overtime Compensation

Payroll, PP09.02.22	\$476.40
Payroll, PP9.16.2	\$619.92
Payroll, PP9.30.22	\$409.74

Total 513000 Overtime Compensation	\$1,506.06
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Total 1J - OT Compensation	\$1,506.06
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## 1N - Employee Benefits

## 518200 Employer Wage Taxes &amp; WC

Payroll, ADJ9.02.22	(\$13.57)
Payroll, PP09.02.22	\$16,658.99
Payroll, PP9.16.2	\$16,748.59
Payroll, PP9.30.22	\$16,646.09

Total 518200 Employer Wage Taxes & WC	\$50,040.10
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## 518300 Employer Share EE Insurance

Payroll, PP09.02.22	\$37,245.03
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# Wichita Public Library General Fund Bills

September 2022

Payroll, PP9.16.2 \$35,655.17

Payroll, PP9.30.22 \$36,723.60

Total 518300 Employer Share EE Insurance	\$109,623.80
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518400 Employer Share Pension/Retire

Payroll, PP09.02.22 \$19,973.13

Payroll, PP9.16.2 \$20,011.42

Payroll, PP9.30.22 \$20,091.36

Total 518400 Employer Share Pension/Retire	\$60,075.91
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Total 1N - Employee Benefits	\$219,739.81
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Total 10001 - Library - Personnel	\$818,451.32
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## 10002 - Library - Contractuals

### 2B - Utilities

521011 Electricity - EDI

EVERGY KANSAS CENTRAL INC \$22,263.36

Total 521011 Electricity - EDI	\$22,263.36
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521021 Natural Gas - EDI

BLACK HILLS UTILITY HOLDING INC \$79.34

ONE GAS INC \$956.33

Total 521021 Natural Gas - EDI	\$1,035.67
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521030 Water Service

City of Wichita \$6,897.05

Total 521030 Water Service	\$6,897.05
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521050 Trash Service

BEST VALUE SERVICES LLC \$437.00

Total 521050 Trash Service	\$437.00
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Total 2B - Utilities	\$30,633.08
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### 2F - Technology Charges

521060 Local Telephone Service

City of Wichita \$427.00

Total 521060 Local Telephone Service	\$427.00
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522010 PBX Line Charges

City of Wichita \$1,007.00

Total 522010 PBX Line Charges	\$1,007.00
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522020 PBX Instrument Charges

City of Wichita \$1,637.50

Total 522020 PBX Instrument Charges	\$1,637.50
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# Wichita Public Library General Fund Bills

September 2022

## 522040 Long Distance & Teleconference

City of Wichita \$36.85

Total 522040 Long Distance & Teleconference	\$36.85
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## 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	\$106,261.08
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## 2J - Insurance Premiums

### 523010 Building & Contents Insurance

City of Wichita \$24,228.75

Total 523010 Building & Contents Insurance	\$24,228.75
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### 523020 Vehicle Liability Premiums

City of Wichita \$217.50

Total 523020 Vehicle Liability Premiums	\$217.50
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Total 2J - Insurance Premiums	\$24,446.25
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## 2R - Professional Svcs

### 525013 Drug Screening

KELLY COMPLIANCE INC \$1,387.00

Total 525013 Drug Screening	\$1,387.00
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### 525070 Background Checks

TRUVIEW BSI LLC \$64.00

Total 525070 Background Checks	\$64.00
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### 525083 Textile Rental & Laundry Svcs

CINTAS CORPORATION \$39.42

P-CARD ONE-TIME PAY \$131.65

Total 525083 Textile Rental & Laundry Svcs	\$171.07
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### 525990 Other Professional Services

P-CARD ONE-TIME PAY \$530.00

SIGN LANGUAGE INTERPRETING  
SERVICES \$84.00

## Wichita Public Library General Fund Bills

September 2022

UNIQUE MANAGEMENT SERVICES INC \$1,780.60

Total 525990 Other Professional Services	\$2,394.60
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Total 2R - Professional Svcs	\$4,016.67
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## 2V - Bldg &amp; Equip Charges

## 526010 Motor Pool Scheduled Charges

City of Wichita \$310.00

Total 526010 Motor Pool Scheduled Charges	\$310.00
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## 526011 Trip Car Charges

City of Wichita \$116.25

Total 526011 Trip Car Charges	\$116.25
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## 526042 Pest Control Services

P-CARD ONE-TIME PAY \$674.28

Total 526042 Pest Control Services	\$674.28
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## 526092 Rent-Real Property

CO CO PROPERTIES LLC \$4,088.24

Total 526092 Rent-Real Property	\$4,088.24
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Total 2V - Bldg & Equip Charges	\$5,188.77
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## 2Z - Other Contractuals

## 529010 Bank Charges

City of Wichita \$504.37

Total 529010 Bank Charges	\$504.37
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## 529020 Postage

P-CARD ONE-TIME PAY \$676.60

Total 529020 Postage	\$676.60
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## 529070 Printing &amp; Copying

City of Wichita \$1,299.27

Total 529070 Printing & Copying	\$1,299.27
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## 529990 Other Contractuals

P-CARD ONE-TIME PAY \$10,079.27

UNIQUE MANAGEMENT SERVICES INC \$100.00

Total 529990 Other Contractuals	\$10,179.27
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Total 2Z - Other Contractuals	\$12,659.51
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Total 10002 - Library - Contractuals	\$183,205.36
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## Wichita Public Library General Fund Bills

September 2022

## 10003 - Library - Commodities

## 3B - Supplies

## 531010 Computing Supplies

SHI INTERNATIONAL CORP \$451.61

Total 531010 Computing Supplies	\$451.61
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## 531020 Office Supplies

City of Wichita \$2,589.44

P-CARD ONE-TIME PAY \$5,075.48

Total 531020 Office Supplies	\$7,664.92
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## 531030 Custodial Supplies

P-CARD ONE-TIME PAY \$235.08

Total 531030 Custodial Supplies	\$235.08
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Total 3B - Supplies	\$8,351.61
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## 3N - Fuel

## 539012 Gasoline

City of Wichita \$317.86

Total 539012 Gasoline	\$317.86
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Total 3N - Fuel	\$317.86
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## 4Z - Non-Capital Outlay

## 549010 Furniture &amp; Fixtures &lt;\$5k

P-CARD ONE-TIME PAY \$139.68

Total 549010 Furniture & Fixtures <\$5k	\$139.68
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## 549020 Data Processing Equip &lt;\$5k

City of Wichita \$99.65

P-CARD ONE-TIME PAY \$19.99

SHI INTERNATIONAL CORP \$199.50

Total 549020 Data Processing Equip <\$5k	\$319.14
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## 549110 Library Materials

HOUCHEN BINDERY LTD \$947.80

P-CARD ONE-TIME PAY \$46,883.82

Total 549110 Library Materials	\$47,831.62
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Total 4Z - Non-Capital Outlay	\$48,290.44
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Total 10003 - Library - Commodities	\$56,959.91
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Grand Total

\$1,058,616.59

## Y1801 - South Central Kansas Library Sys 21

## 2 - Contractuals

## 2Z - Other Contractuals

## 529990 Other Contractuals

P-CARD ONE-TIME PAY	\$747.21
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Total 529990 Other Contractuals	\$747.21
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Total 2Z - Other Contractuals	\$747.21
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Total 2 - Contractuals	\$747.21
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## 3 - Commodities

## 4Z - Non-Capital Outlay

## 549110 Library Materials

P-CARD ONE-TIME PAY	\$9,035.44
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Total 549110 Library Materials	\$9,035.44
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Total 4Z - Non-Capital Outlay	\$9,035.44
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Total 3 - Commodities	\$9,035.44
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Total Y1801 - South Central Kansas Library Sys 21	\$9,782.65
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## Y2801 - Library State Grant-In-Aid 2022

## 2 - Contractuals

## 2F - Technology Charges

## 521070 Internet Service

P-CARD ONE-TIME PAY	\$826.70
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Total 521070 Internet Service	\$826.70
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Total 2F - Technology Charges	\$826.70
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## 2Z - Other Contractuals

## 529141 Software License &amp; Maint Fees

SHI INTERNATIONAL CORP	\$394.18
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Total 529141 Software License & Maint Fees	\$394.18
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Total 2Z - Other Contractuals	\$394.18
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Total 2 - Contractuals	\$1,220.88
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## 3 - Commodities

## 4Z - Non-Capital Outlay

## 549010 Furniture &amp; Fixtures &lt;\$5k

P-CARD ONE-TIME PAY	\$1,753.95
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Total 549010 Furniture & Fixtures <\$5k	\$1,753.95
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## 549110 Library Materials

P-CARD ONE-TIME PAY	\$2,462.69
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Total 549110 Library Materials	\$2,462.69
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Total 4Z - Non-Capital Outlay	\$4,216.64
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Total 3 - Commodities	\$4,216.64
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Total Y2801 - Library State Grant-In-Aid 2022	\$5,437.52
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Y2802 - South Central Kansas Library Sys 22		
2 - Contractuals		
2N - Employee Development		
524020 Employee Travel & Training		
ALEXIS TERNES	\$795.28	
ERIN HOWERTON	\$795.28	
EVA PEACOCK	\$795.28	
KATRINA YORK	\$795.28	
MAGDALEN VOGT	\$795.28	
SARA MCNEIL	\$795.28	
SAVANNAH BALL	\$795.28	
Total 524020 Employee Travel & Training		\$5,566.96
Total 2N - Employee Development		\$5,566.96
Total 2 - Contractuals		\$5,566.96
Total Y2802 - South Central Kansas Library Sys 22		\$5,566.96
Grand Total		\$20,787.13

## GIFT AND MEMORIAL FUND

**RECEIPTS/REIMBURSEMENTS**

Baird (interest)	\$657.75
CD Redeemed	\$100,000.00
Friends Monthly Donation (August 2022)	\$1,127.00
Memorials	\$146.00
Wichita Public Library Foundation (Dillons Reimbursement)	\$25.76
<b>TOTAL RECEIPTS</b>	<b>\$101,956.51</b>

**EXPENDITURES**

Amazon (2 Serial Cables)	\$13.74
Amazon (3D Printing Supplies)	\$111.22
Amazon (Business Prime)	\$179.00
Digital Media ntworks of KS (2 media players)	\$2,535.93
Ingram Library Services (Memorials)*	\$929.66
Hatchbox 3D (3D Printing Supplies)	\$71.08
Hutton (Interior Design Services)	\$3,250.00
Kroger (Foundation)*	\$15.98
Micro Swiss (3D Printing Nozzle)	\$19.75
Midwest Tape (Memorials)*	\$386.12
OCLC (Contentdm Base Subscription)	\$6,741.97
Red Door Three (3 Fabric Display Kits)	\$4,307.98
Schammerhorn (Manual Solar Shades-Walters)	\$1,787.00
T-Mobile (Hotspots)	\$419.48
Tillie's Flower Shop (Staff Flower Fund)*	\$77.27
Uprinting (Inservice Day)	\$1,378.26
<b>TOTAL EXPENDITURES</b>	<b>\$22,224.44</b>

\*Reimbursed expenses

## **Media Report: September 2022**

### **Television:**

- September 8, 2022: KAKE (Kids Corner)
- September 22, 2022: KAKE (Banned Books Week):  
<https://www.kake.com/story/47340545/wichita-public-library-brings-awareness-to-banned-challenged-books-during-banned-book-week>
- September 22, 2022: KSN (Tech Day): <https://www.ksn.com/news/local/wichita-public-library-hosting-tech-day/>
- September 23, 2022: KSN (Amnesty Week): <https://www.ksn.com/news/local/return-long-overdue-materials-to-wichita-public-library-during-amnesty-week/>
- September 23, 2022: KWCH (Amnesty Week):  
<https://www.kwch.com/2022/09/23/wichita-public-libraris-amnesty-week-starts-monday/>

### **Print:**

- September 12, 2022: The Sunflower (Overdue Fines):  
<https://thesunflower.com/65824/news/fineally-free-wichita-public-library-eliminates-daily-overdue-fees-and-prepares-to-hold-amnesty-week/?fbclid=IwAR0ZtlhNRsMx1b-l6vwbihbksZDFdvHWfuVT4LrB3sLptlpBgYYA9g1ihlo>
- September 19, 2022: Wichita Beacon (Banned Books Week):  
<https://wichitabeacon.org/stories/2022/09/14/want-to-read-a-banned-book-here-are-books-that-have-been-recently-challenged-in-the-wichita-area/>
- September 22, 2022: The Sunflower (Banned Books Week):  
<https://thesunflower.com/66194/lifestyle/wichita-library-celebrates-banned-books/?fbclid=IwAR0tTdMqnhAYZ5abQZ32M4120R8-wFyvqRS1AX6B8CFEyuwnAXfnm92Rhns>
- September 29, 2022: The Sunflower (Amnesty Week):  
<https://thesunflower.com/66529/news/wichita-public-libraries-hold-amnesty-week-to-forgive-fees/>

### **Radio**

- September 20, 2022: KNSS (Westlink Library):  
[https://www.audacy.com/knss/news/weather/big-changes-coming-to-wichitas-century-ii-westlink-library?utm\\_campaign=sharebutton&utm\\_medium=social&utm\\_source=twitter.com&utm\\_term=KNSSAM](https://www.audacy.com/knss/news/weather/big-changes-coming-to-wichitas-century-ii-westlink-library?utm_campaign=sharebutton&utm_medium=social&utm_source=twitter.com&utm_term=KNSSAM)



The WGS Annual Conference was held Oct 8, 2022 at WSU and was very well attended. Gena Philibert-Ortega spoke about the Federal Census, finding female ancestors, and using cookbooks as a genealogical resource.

WGS has now indexed thousands of names from area cookbooks. The information is just part of what is available on the members' only section of the website.

In November, speaker Lauri Phillippi will speak about the Kansas Industrial Farm for Women that was in Lansing in 1917.

Julie Crawford

WGS

October 10, 2022