

A G E N D A

**Wichita Public Library Board of Directors Meeting
 Tuesday, February 18, 2025 – 12:00 p.m.
 Board Room
 Advanced Learning Library, Second Floor
 711 W 2nd, Wichita KS 67203**

1. Call to Order/Introductions
2. Approval of the Agenda
3. Public Comment
4. Staff Presentation: Wichita Public Library Foundation Priorities and Updates – Kourtney Carson, WPLF
5. Minutes of the January 21, 2025 meeting
6. Unfinished Business
7. New Business
8. Finance Committee Report
 - a. Review of December Bills and Finance Reports
 - i. Revenue Report
 - ii. Grant Fund Summary Report
 - iii. Report of Expenditures

General Fund Bills	\$1,184,522.83
Grant Fund Bills	\$44,050.26
Gift & Memorial Fund Bills	-
Total	\$1,228,573.09

- b. Review of January Bills and Finance Reports
 - i. Revenue Report
 - ii. Grant Fund Summary Report
 - iii. Report of Expenditures

General Fund Bills	\$963,033.69
Grant Fund Bills	\$160,872.00
Gift & Memorial Fund Bills	-
Total	\$1,123,905.69

- c. Approval of bills over \$10,000: Kanopy streaming video service capped agreement renewal

9. Operations Committee Report
 - a. Affirmation of Compliance with Kansas Children’s Internet Protection Act
10. Planning & Facilities Committee Report
11. Public Affairs Committee Report
12. Support Organization Reports
13. Director of Libraries Report
14. Announcements
15. Adjournment



Monthly Activity Report

January 2025

Service Highlights

The Wichita Public Library kicked off a partnership in January with LegacyWorks to host a Pop-Up Café on the first floor of the Advanced Learning Library every Saturday, 10 a.m.–6 p.m., through the end of March. LegacyWorks employs local teens to gain professional development, increase their personal confidence, and access financial resources to ensure youth in the area have transferable skills that will aid in a successful transition into adulthood. Their CoffeeWorks program teaches teens about the coffee industry, from ethical supplying practices and roasting beans all the way to customer service and coffee-bar barista training. Library patrons can purchase a specialty coffee beverage or a “Pay It Forward” medallion so another Library patron can enjoy a cup for free. Expanded hours are anticipated in February.

The #ReadICT challenge officially launched in January with an announcement video of this year’s categories by Enrichment Librarian Jenny Durham along with partners Suzanne Perez and Beth Golay of KMUW. With the announcement came updates to the library’s website and the Beanstack online tracker.

More photos from the branch remodeling projects were posted online. Virtual Librarian Greg Nordyke has developed code to display the most recent uploads for each branch project on their respective web page with the intent of increasing discovery to the CONTENTdm platform. The search results page was also updated to show relevant matches from CONTENTdm, whereas previously it only provided a few possible results with a link to the full search results.

January also marked the start of a partnership between the Walters Branch Library and NexStep Alliance, a partnership between the Goodwill Industries of Kansas, Inc. and WSU Tech to provide adult education classes and opportunities. Every Wednesday evening from 4:30 to 6:30, a NexStep representative sets up in the Walters meeting room to offer help with digital skills to community members in need. This can range from resume creation and editing to email address creation, and more. Customers who do not have their needs met at this event are encouraged to talk to Library staff about setting up a one-on-one Book-a-Librarian appointment to receive more in-depth help.

Other News



On Saturday, January 25th at 4:45, the Advanced Learning Library received a phone call from a photographer looking for an emergency wedding venue and wondered if they could hold the wedding in the Library's romance section in half an hour. The bride and groom, Vera and Travis, had originally planned to hold the wedding outside, but the weather made that untenable. Staff were happy to accommodate this request – even lending a set of fairy lights from a staff member's office to help decorate the section! The wedding went off without a hitch. Congratulations to the happy couple!

Customers were very eager for the release of *Onyx Storm*, the newest book in the Empyrean series by Rebecca Yarros. (The first book in the series was 2023's *Fourth Wing*, which became very popular on BookTok, the name for the reader community on TikTok.) Released on January 21, 2025, the e-audiobook was checked out over 100 times in the first 14 hours. Since the library can purchase 100 checkout packs for selected e-audiobooks, including this title (at \$139.00 a pack), the library was able to meet the early e-audiobook demand in this manner. In the first two weeks of release, *Onyx Storm* has checked out 401 times in e-audiobook (+49 active holds), 18 times in e-book (+237 active holds), and 12 times in print (+68 active holds). In all that is 431 checkouts and 354 active holds in the first 14 days.

Wichita Public Library completed its fourth full month with automatic renewals enabled. Overall, total circulation (checkouts and renewals) increased 0% (+25 items) over January 2024, with individual branches ranging from -99% (Angelou) to +25% (Walters). Angelou and Alford were down due to being closed and/or operating out of an outlet space all of January. While initial numbers look satisfactory, what is concerning is that initial checkouts were down 17% from January 2024 (over 11,000 items), which can likely only be partially blamed on the snow and freezing temperatures in early January keeping people away from the library. Renewals were up 53%.

3,295 items were added to library collections in January, with another 2,107 items waiting to be cataloged. 1,808 items are on order.

Acquisitions Librarian Julie Pacino added four new collections to ContentDM: Cossitt Photograph Collection, Family Histories, Military, and United States history. She reported that she has uploaded 42 books and documents to ContentDM. She began work on the Cossitt Photograph Collection, uploading 200 images, and is researching the Cossitt family.

Staff are working with Konica, the City's copier vendor, to make improvements to how customers print from computers while creating efficiencies in operations and cost savings. The current plan is to use existing copiers as print release stations. When a customer releases a print job, it will be processed through the copier, rather than a separate printer. The Library's copiers are faster, more efficient, more functional, and more cost effective than the printers. To assist with printing at branches, a small format copier will be placed in staff areas. Staff continue to work with Konica and Finance.

Education and Engagement Manager Savannah Ball worked with Urban League's Director of Community Partnerships to provide a volunteer activity for the Urban League's annual "7 Days of Service" program. Urban League volunteers were able to replace doors that were broken on the

library's Little Free Libraries. All 26 Little Free Libraries located in Council District 3 now have new and working doors, which allows volunteers to continue to fill them with children's books for community members in that area.

The first two families utilized the Wichita Public Library's Ages and Stages Questionnaire service this month. Both families used the library's online ASQ portal to complete the assessment. Advanced Learning Library Youth Services staff then reached out and made appointments with the families to go over their children's scores, talk about activities the parents may want to do to help their children advance in certain skills, and make any necessary referrals to other agencies.

One Small Step Wichita, a project of StoryCorps, recorded multiple conversation segments in the AV studio at the Advanced Learning Library on January 29. Library staff assisted with the setup and solved a few technical issues to get the session up and running. The goal of One Small Step is to bring people with different political views together to have a conversation.

On January 8, Library Assistant Brenda Jang facilitated the first meeting of the "Learning Spanish - Meeting People" Learning Circle. About half the class had practiced Spanish for several years, and the other half were new to learning Spanish. In the first meeting, participants reviewed the Spanish alphabet and how to talk about family and friends. Everyone was highly engaged and appreciated the mix of fluency levels by other participants. By having a mix of fluency levels, participants were able to build off one another and expand beyond the first module's vocabulary. Overall, the group highlighted how thankful they were to have a space to practice their Spanish beyond the library's Mango Languages database and Duolingo. Throughout January, this weekly program attracted nearly 50 attendees and will continue its success into February.

Watermark Books recently scheduled an event with local author Laurie Dove for the release of her new book, *Mask of the Deer Woman*. It received an overwhelmingly positive response from the community, and they needed a larger venue to make sure everyone interested could participate. Adult Literacies and Support Services staff at the Advanced Learning Library mobilized with 24 hours' notice to help make sure the Wichita community could attend the event by hosting it in the library's Conference Center. The event packed the house, attracting over 150 people who were excited to support Dove with her book debut. Both Watermark and the author expressed great appreciation that the library was able and willing to host the event on such short notice. This is a great example of how the library supports local authors, small business, and avid readers for the betterment of the community.

On January 8, Enrichment Librarian Jenny Durham presented at the monthly luncheon for Wichita Professional Communicators on the topic of Media Literacy. WPC is a professional organization made up of communications professionals working across a variety of industries in the Wichita area. In this presentation, Jenny focused on how audience members as communications professionals can help fight misinformation by building core media literacy skills. This media-savvy crowd was very engaged with the content and had some excellent questions. The best part of the luncheon was when one of the audience members asked how do you read a news article when you don't have a subscription? Jenny said "That's easy! Use your Wichita Public Library card to access a host of news sources" and spent a few minutes talking about how many great news sources you can access with your library card through Newsbank, The Wichita Eagle database and most recently The New York Times online. This discussion followed how wonderful many of the audience members thought the library's services were and one audience member even mentioned how she cancelled her subscription to the New York Times

Online when she discovered she could access it from the library and because she said she'd "rather put that money back into the Wichita community and support the library!"

The Youth Services department hosted their fifth annual Lunar New Year celebration, attended by over 100 people. The Wichita Asian Association shared holiday traditions with families, and Youth Services Librarian Jeni Lehecka read a special picture book to the children in attendance. The East High School Lion Dance club gave a performance. The celebration concluded with a special snack and craft time: origami snakes, red paper lanterns, and lucky mandarin oranges. The department looks forward to hosting more cultural events for families in collaboration with the Wichita Asian Association in the future.

In partnership with Watermark Books, The Library's Teen Advisory Board members crafted shelf-talkers to display in the store! These short, thoughtful reviews will help customers discover exciting new reads recommended by teens. Watermark generously provides free Advanced Reader Copies of upcoming titles for our teens, and this collaboration is a meaningful way for the library to give back while celebrating the voices of young readers.

During their monthly meeting, Teen Advisory Board members had the chance to discuss their ideas with Cincinnati-based artist Jessica Wolf, who has been commissioned to create an art piece for the Alford Branch Teen Space. Jessica asked them to share words or short phrases that they felt best described them and their peers and they had some incredibly insightful suggestions to share. Members expressed how excited they are to see what Jessica comes up with and how she chooses to incorporate the information she gathered!

The Adult Literacies Department hosted two screenings of the documentary film "Bring Them Home / Aiskótáhkapiyaaya" at the Advanced Learning Library. The documentary offers an intimate look into the only indigenous tribal-led buffalo drive in North America, as well as their mission to establish the first wild buffalo herd on their ancestral territory since the species nearly went extinct a century ago. The screenings were well received, with attendees remarking upon its impressive cinematography and its powerful message. One attendee in particular reported that it made her want to find ways to support local indigenous communities.

The Walters Branch Library hosted a Self-Care 101 program, with Tara Gwynn – Programs Director at Wichita's National Alliance on Mental Illness – presenting. Attendees learned about ways to improve their mental health and well-being by prioritizing self-care. NAMI Wichita provided supplies for everyone in attendance to make glitter jars to promote calming of emotions and focus.

On January 9th, Cuentos Bilingües at Evergreen Library began with a special guest visitor Tristen Reynolds, an AmeriCorps volunteer with Rainbows United, who came to promote free health screenings for families interested in their child's development milestones and/or who had concerns regarding developmental delays. Rainbows has been a strategic partner with the library for the last few years and regularly visits branches to promote free services to the community. At the end of Storytime, Tristen gave out a free book to each participant.

The Hutton Construction staff with Youth Librarian Katrina provided a Build and Design Final Storytime on January 30th before the Rockwell branch closes for remodel. Children were able to learn about architecture and construction from stories read by the experts.

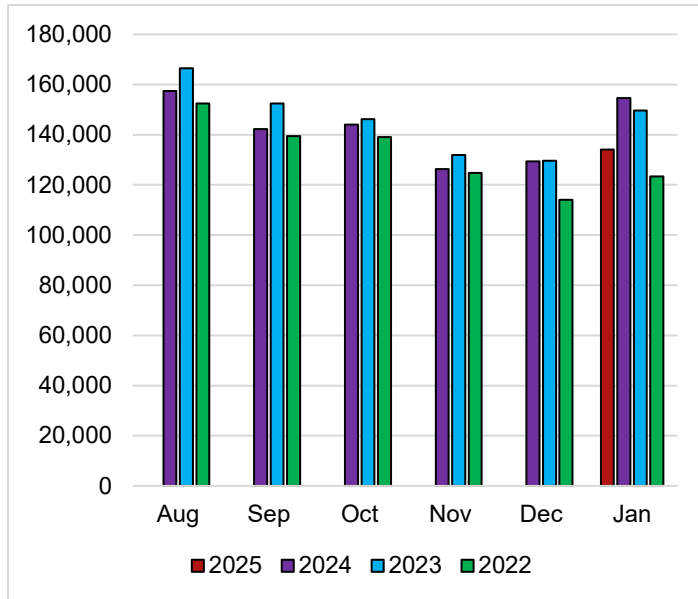


Sometime during the week of Dec. 28th, the solar bench located in Evergreen Park, down the street from the Evergreen Community Center and Library, was damaged. The glass panel on the side was broken and the poster inside was ripped off. Parks and Recreation staff discovered the damage and reported it to the library. Library staff also observed the damage and took photos. The library is working with the Public Works department and the solar bench vendor to find a local glass company to repair the damage.



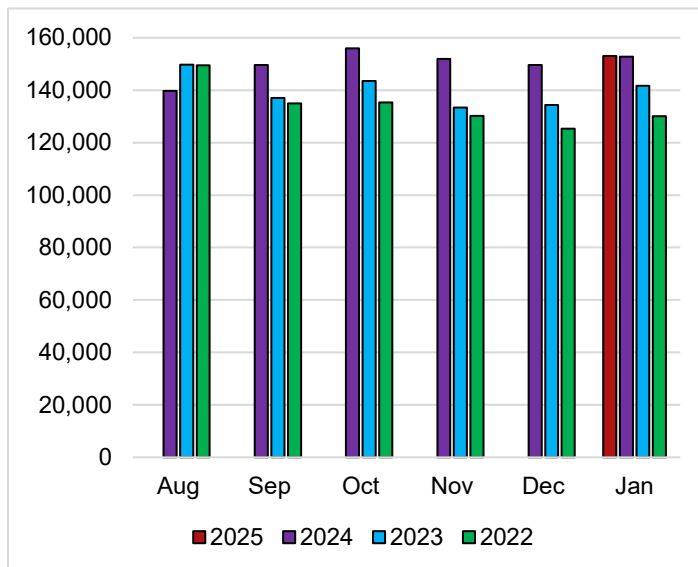
Service Dashboard

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

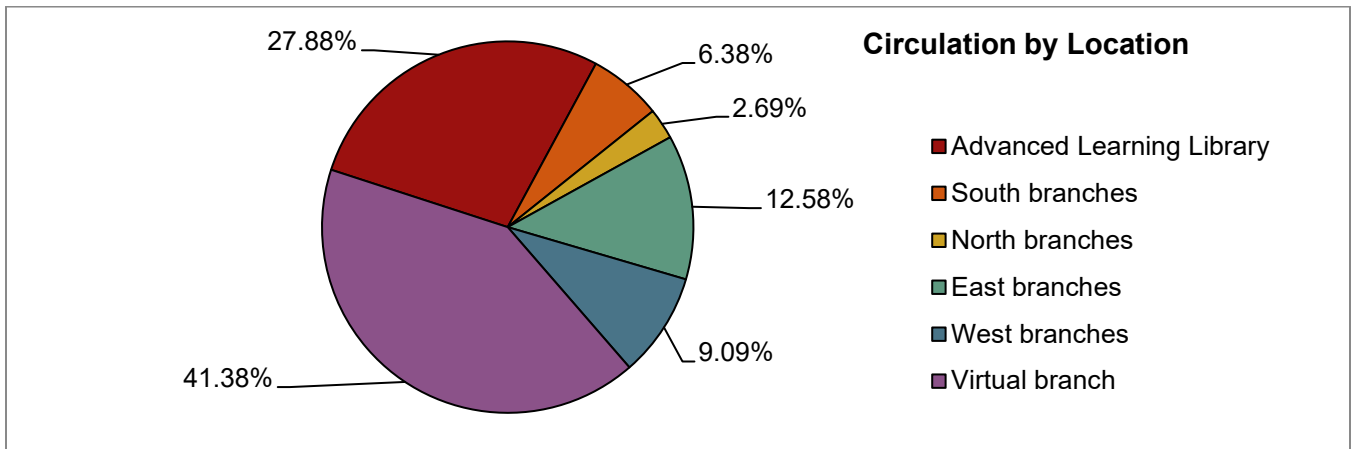


JANUARY			
	2025	2024	% change
Door Counts	40,759	50,803	-19.77%
Catalog Log-ins	34,372	39,348	-12.65%
Website Visits	58,561	64,149	-8.71%
CONTENTdm Users	432	299	44.48%
Total	134,124	154,599	-13.24%

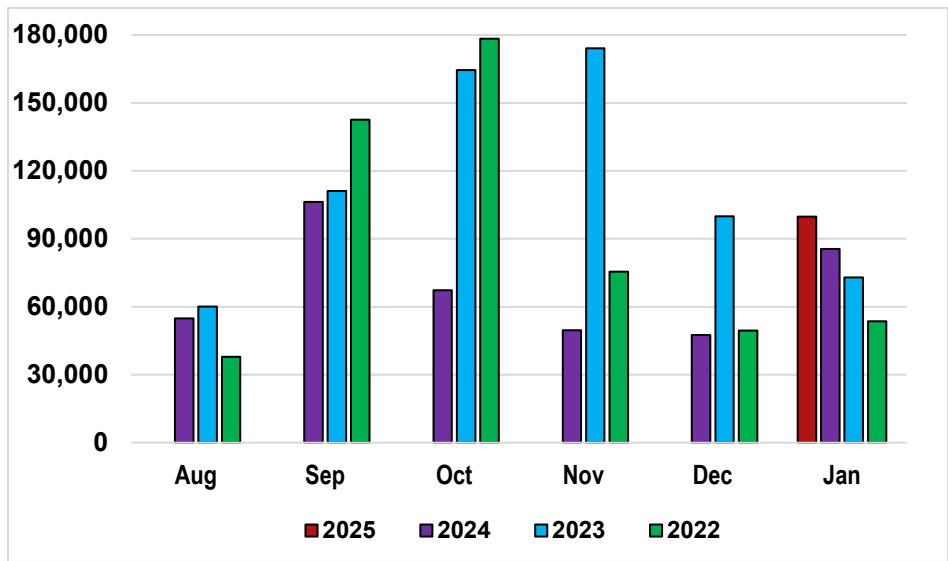
CHECKOUTS



JANUARY			
	2025	2024	% change
Physical Circulation	89,697	89,672	0.03%
Virtual Circulation	63,305	63,073	0.37%
<i>WPL</i>	56,165	54,438	3.17%
<i>State</i>	7,140	8,635	-17.31%
Total	153,002	152,745	0.17%



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

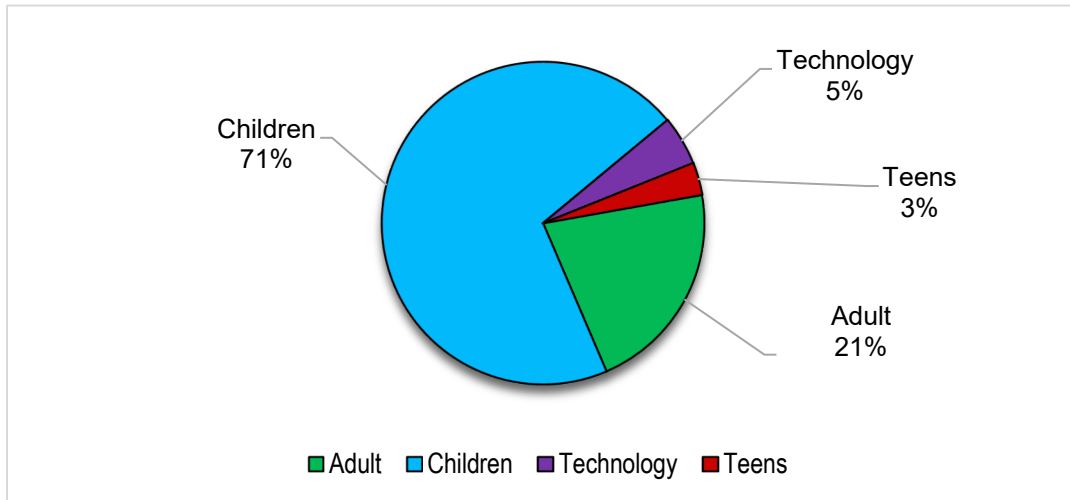


JANUARY

	2025	2024	% change
Reference Questions	5,917	5,664	4.47%
Database Searches	91,679	77,109	18.90%
Technology Assistance	1,975	2,533	-22.03%
Book-A-Librarian Appointments	282	264	6.82%
Total	99,853	85,570	16.69%

January 2025 usage for the ChiltonLibrary database was not available by this report's publishing date.

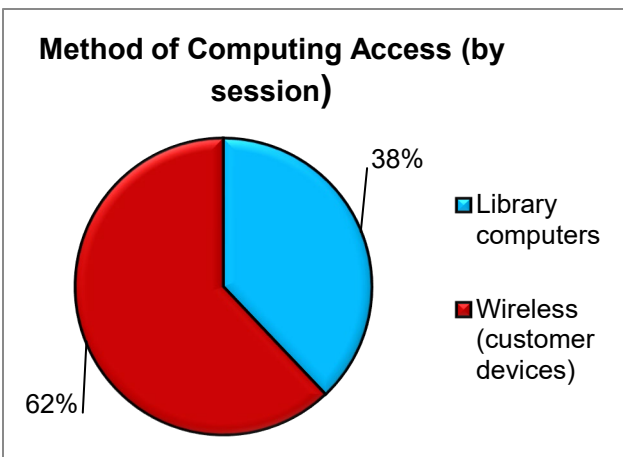
PROGRAM ATTENDANCE



JANUARY ATTENDANCE

	2025	2024	% change
Adult events	436	530	-17.74%
Children's events	1,439	1,560	-7.76%
Technology training	102	151	-32.45%
Teen events	66	111	-40.54%
TOTAL	2,043	2,352	-13.14%

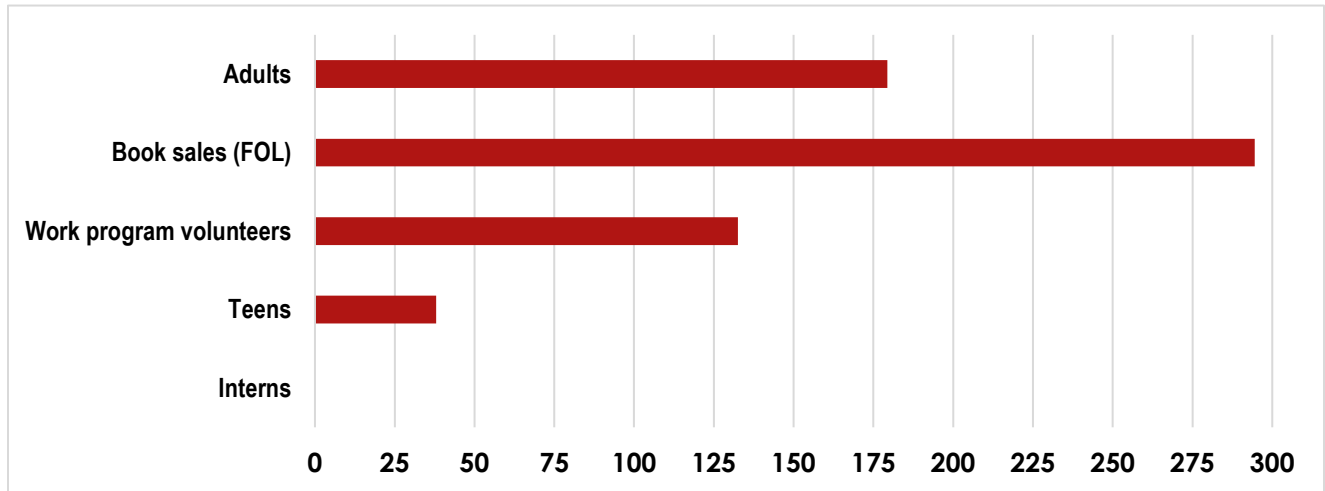
PUBLIC COMPUTING



JANUARY

	2025	2024	% change
Workstation Sessions	4,986	5,716	-12.77%
Wireless Sessions	8,163	8,542	-4.44%
Number Users	1,564	1,378	13.50%
Hours of Access	10,384	9,896	4.93%

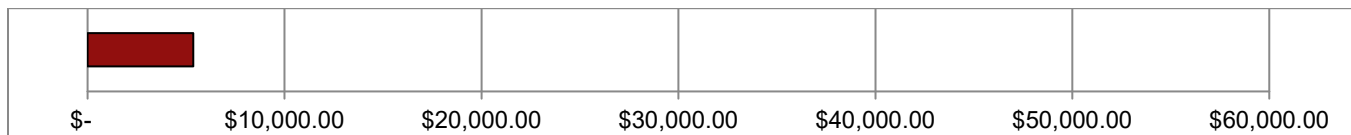
VOLUNTEERS (hours of service)



Number of volunteers YTD = 63

Hours of service YTD = 644

MATERIALS DONATIONS (value if purchased)



Year to date total = \$5,373.16

Items added to Library collections YTD = 256

Service Snapshot: Recent Raving Fans Stories

Evergreen Library Assistant Leny Bowman scheduled an appointment with a Spanish-speaking customer who wanted to learn how to apply for jobs online. As Leny was speaking with him, another Evergreen customer overheard the conversation. The customer arrived in the United States about a year ago and immediately started utilizing the Evergreen Library. Library staff helped her with the same issue a year ago, showing her how to use the computer to apply for jobs online. With the help she received at Evergreen Library, she was able to find a better job that she is currently working in. She let the new customer know about how she had benefited from the library’s help and encouraged him to utilize Library resources as well. Staff enjoyed watching what felt like a full circle moment of someone who had benefited from support at the library helping someone else in the same way.

Whenever a patron who uses the Libby app gets a new library card, staff must merge their new account number with the old in the OverDrive database so they can continue to access their checked out and requested electronic titles. After we recently merged one patron’s card numbers, she replied, “Thank you all for helping me get this fixed. As a disabled person, Libby and the Library is a huge part of my life. You are all a beacon of light to our community. I appreciate you.”

A regular customer at the Advanced Learning Library recently raved to Circulation Library Assistant Alicia Jefferson about the convenience of getting items at the Drive-up Window. In fact, she was able to educate one of her loved ones on how to better use the library to suit their needs, and that they were very impressed! She thanked Library Assistant Alicia for her help and drove away with her books. Once we empower others with knowledge and they see the benefits, they continue to pass it on.

Library Assistants Brenda Jang and Nicolas Aleman assisted a newly arrived refugee with purchasing a Greyhound ticket and finding local resources. The customer was initially very anxious and overwhelmed by some misinformation provided by the Wichita Greyhound station. While Brenda reassured the patron and translated, Nicolas thoroughly searched and verified the information requested by the customer. In total, Brenda and Nicolas helped the customer for over an hour. The customer was close to tears as he told Nicolas, "Thank you, brother," and thanked Brenda for her kindness and patience.

Customers continue to use and value the collaboration rooms at the Advanced Learning Library. One customer said, "I've used these for job interviews, to study, and to host a meeting. I can't believe they are free." Due to the high demand for the collaboration rooms, library staff monitor room reservations and communicate with customers about time limits, how reservations work, and generally keep the rooms in use whenever possible by offering quick access between reservations or letting customers stay in a room past their reservation if nobody else is waiting on a room.

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
January 21, 2025.

The hybrid meeting of the Library Board of Directors was held on Tuesday, January 21, 2025 at the Advanced Learning Library with the following present in person: Ms. Sarah Balderas, Ms. Lauren Hirsh, Ms. Brandi Newry, Mr. Kurt Oswald, Ms. Karyn Shorter, Ms. Robin Templin, Ms. Susie Ternes, and Mr. Jonathan Winkler. The following attended virtually: Ms. Rose Mary Frame and Ms. Michelle Garrett.

Call to Order

Lauren Hirsh called the meeting to order at 12:01 p.m., a quorum being present.

Approval of the Agenda

Lauren Hirsh moved (Oswald) to approve the agenda with the addition of a point (b) under new business to discuss James Chung's call to action. **Motion carried unanimously.**

Public Comment

Carl Dennett spoke to the board about finding a resolution to the blocks placed on his Wichita Public Library account while the lending institution assesses the damage he caused to a book he had checked out via interlibrary loan. Mr. Dennett argued that any restrictions should await a final determination as to what he owes in terms of compensation and service charges.

Staff Presentation

Director Nix asked for feedback on the Board retreat held on January 11. Board members noted that it was a pleasant surprise to see City Manager Layton present and engaged in conversations. They also praised the presentation boards that laid out a data visualization of the literacy problem in Wichita. Conversation then progressed to opportunities to gain a deeper understanding of the day-to-day operations of the library, the scope for further action to promote literacy, and next steps following the retreat. Board members were asked to review the draft advocacy guidebook and to determine as a body whether they need a more in-depth understanding of income sources for the library.

Approval of Minutes

Minutes of the regular meeting held on December 17, 2024 were presented. Karyn Shorter moved (Templin) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

None

New Business

Director Nix discussed the 2025 Action Plan and how it will be used to organize work across the three main drivers of the strategic agenda. This living document is designed for flexibility and allows changes to be made due to unforeseen circumstances.

Susie Ternes moved (Balderas) to endorse the 2025 Action Plan as presented by staff. **Motion carried unanimously.**

Lauren Hirsh discussed James Chung's call to action that was presented at the board retreat and announced the development of a work group to develop ideas for the board to form stronger community partnerships and to increase communication efforts with these partners.

Finance Committee Report

On behalf of the Finance Committee, Rose Mary Frame moved to approve the July-November 2024 Gift Expenditures. **Motion carried unanimously.**

On behalf of the Finance Committee, Rose Mary Frame moved to approve the subscription to Overdrive magazines for up to \$17,500 and to approve the subscription to LinkedIn Learning for the 2025 fiscal year in the amount of \$19,600. **Motion carried unanimously.**

Operations Committee Report

No report.

Planning & Facilities Committee Report

No report.

Public Affairs Committee Report

Kurt Oswald reported that board members had been given draft copies of the advocacy toolkit and asked that any suggestions for expansion or improvement be sent to Library staff for discussion at the next meeting. This toolkit should be finalized in the next few months.

Special Committee Reports

Friends of the Library – Susie Scott reported that the next used book sale will be in April. The FOL board continues to work on raising awareness, with one idea being to have merchandise available to purchase at the store.

Library Foundation – Kourtney Carson reported that work is being done to rebrand the Foundation and develop a new logo. Plans are being made for the upcoming Library Day of Giving in April.

Wichita Genealogical Society (WGS) – No report.

Director of Libraries Report

Director Nix reported that branch remodels continue, with Angelou and Westlink expected to reopen in March. Alford is now operating from the meeting room and drive-thru; staff and customers remain able to conduct business in spite of increased noise levels. Members of the public came together to sign a steel beam that is being used as a foundational aspect of the Rockwell remodel.

The Youth Services staff is pursuing several initiatives to strengthen the presence of the Summer Reading Program within the community.

Conversations are being held with the Kansas Leadership Center to develop a civic engagement passport concept for testing in the Wichita area.

Announcements

None

Adjournment

The meeting was adjourned at 1:14 pm.

The next regularly scheduled meeting will be February 18, 2025.

Respectfully submitted,

Jaime Nix

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Finance Committee Agenda
Tuesday, February 18, 2025, 11:30am
 Green Collaboration Room 203, 2nd Floor
 Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order

- Review of December Bills and Finance Reports
 - i. Revenue Report
 - ii. Grant Fund Summary Report
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- 2. Approval of bills over \$10,000: Kanopy streaming video service capped agreement renewal
- 3. 2026 Budget Planning Update

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YTD

FOR 2024 12

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
10000080 wichita Public Library							
422110 Library Desk Receipts (Fines)	-75,000	-95,000	-63,414.54	-3,887.29	.00	-31,585.46	66.8%
422111 Library Desk - Faxes	-10,000	-10,000	-9,052.00	-612.00	.00	-948.00	90.5%
422112 Library Desk - Passports	-25,000	-25,000	-29,040.00	-2,205.00	.00	4,040.00	116.2%
423030 Meeting Room Rentals	-30,000	-30,000	-21,015.00	-1,390.00	.00	-8,985.00	70.1%
424011 Copy Charges	-11,000	-11,000	-13,454.48	-1,290.30	.00	2,454.48	122.3%
424101 Public Computing Charges	-20,000	-20,000	-17,986.08	-1,630.05	.00	-2,013.92	89.9%
646981 State Setoff Collections	-68,000	-68,000	-42,817.83	-429.47	.00	-25,182.17	63.0%
646990 Other Non-Operating Revenue	0	0	-420.74	-124.26	.00	420.74	100.0%
TOTAL wichita Public Library	-239,000	-259,000	-197,200.67	-11,568.37	.00	-61,799.33	76.1%
TOTAL General Fund	-239,000	-259,000	-197,200.67	-11,568.37	.00	-61,799.33	76.1%

YTD

FOR 2024 12

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-239,000	-259,000	-197,200.67	-11,568.37	.00	-61,799.33	76.1%

** END OF REPORT - Generated by Tammy Penland **

YTD

FOR 2024 12

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
10000080 wichita Public Library							
10001 Library - Personnel							
511000 Base Compensation	5,826,152	6,285,134	6,210,815.60	479,705.22	.00	74,318.40	98.8%
511950 Year-End Payroll Accrual	0	55,160	55,159.56	236,795.62	.00	.44	100.0%
511999 Planned Savings	-1,193,398	-237,069	.00	.00	.00	-237,069.00	.0%
512000 Special Compensation	4,200	54,224	54,423.94	697.12	.00	-199.94	100.4%
512051 Mileage Reimbursement	0	0	2,665.37	263.58	.00	-2,665.37	100.0%
513000 Overtime Compensation	0	0	10,384.09	823.15	.00	-10,384.09	100.0%
518200 Employer Wage Taxes & WC	503,962	542,795	522,351.45	39,421.55	.00	20,443.55	96.2%
518300 Employer Share EE Insurance	1,078,324	1,069,442	1,013,263.21	82,497.03	.00	56,178.79	94.7%
518400 Employer Share Pension/Retire	727,056	780,313	741,462.76	57,127.23	.00	38,850.24	95.0%
TOTAL Library - Personnel	6,946,296	8,549,999	8,610,525.98	897,330.50	.00	-60,526.98	100.7%
10002 Library - Contractuals							
521011 Electricity - EDI	305,438	305,438	269,374.68	18,797.09	.00	36,063.32	88.2%
521021 Natural Gas - EDI	41,824	41,824	64,535.72	8,384.59	.00	-22,711.72	154.3%
521030 Water Service	13,375	13,375	20,435.18	1,762.17	.00	-7,060.18	152.8%
521050 Trash Service	5,404	5,404	.00	.00	.00	5,404.00	.0%
521051 Recycling Service	0	3,600	300.00	.00	.00	3,300.00	8.3%
521055 Trash Service - EDI	0	0	7,826.90	902.08	.00	-7,826.90	100.0%
521060 Local Telephone Service	8,000	8,000	1,003.15	293.30	.00	6,996.85	12.5%
521070 Internet Service	10,971	10,971	10,056.20	1,828.40	.00	914.80	91.7%
522010 PBX Line Charges	11,806	11,806	12,463.37	1,045.00	.00	-657.37	105.6%
522020 PBX Instrument Charges	19,414	19,414	19,950.00	1,662.50	.00	-536.00	102.8%
522040 Long Distance & Teleconferenc	1,000	1,000	464.90	31.05	.00	535.10	46.5%
522060 Air Cards (Mobile Connect)	0	1,260	1,284.65	105.00	.00	-24.65	102.0%
522070 Voicemail	3,968	3,968	4,080.00	340.00	.00	-112.00	102.8%
522080 Automatic Call Distribution	786	786	786.00	65.50	.00	.00	100.0%
522990 Other Communications Charges	296	0	.00	.00	.00	.00	.0%
523010 Building & Contents Insurance	172,088	172,088	172,088.00	.00	.00	.00	100.0%
523020 Vehicle Liability Premiums	870	870	870.00	.00	.00	.00	100.0%
524010 Recruitment & Hiring	3,140	3,140	.00	.00	.00	3,140.00	.0%
524020 Travel & Training	1,600	3,000	80.13	-235.00	.00	2,919.87	2.7%
525012 Medical Treatment	0	4,800	703.34	.00	.00	4,096.66	14.7%
525013 Drug Screening	0	0	5,303.00	142.00	.00	-5,303.00	100.0%

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FOR 2024 12

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ACCOUNTS FOR:	ORIGINAL	REVISED	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	BUDGET				BUDGET	USED
525070 Background Checks	0	0	1,127.15	124.45	.00	-1,127.15	100.0%
525080 Service Contractors	0	0	11.26	11.26	.00	-11.26	100.0%
525083 Textile Rental & Laundry Svcs	1,925	1,925	156.01	.00	.00	1,768.99	8.1%
525086 Interpreter Services	0	2,000	3,661.35	587.50	.00	-1,661.35	183.1%
525094 Collection Agency Fees	0	21,500	18,104.45	2,574.85	.00	3,395.55	84.2%
525990 Other Professional Services	31,361	5,936	3,309.80	530.00	.00	2,626.20	55.8%
526010 Motor Pool Scheduled Charges	3,720	3,720	3,720.00	310.00	.00	.00	100.0%
526011 Trip car Charges	0	0	104.08	.00	.00	-104.08	100.0%
526020 Building Repair & Maint	7,240	7,240	.00	.00	.00	7,240.00	.0%
526042 Pest Control Services	13,000	13,000	13,835.76	1,920.56	.00	-835.76	106.4%
526044 Security & Fire Services	420	5,220	4,525.09	413.28	.00	694.91	86.7%
526051 Sign Production & Installatio	0	0	150.00	.00	.00	-150.00	100.0%
526070 Equipment Repair & Maint	5,421	5,421	13,576.98	.00	.00	-8,155.98	250.5%
526092 Rent-Real Property	52,060	52,060	49,058.88	4,088.24	.00	3,001.12	94.2%
529010 Bank Charges	5,000	5,000	3,546.73	300.30	.00	1,453.27	70.9%
529020 Postage	4,000	6,000	3,772.50	720.00	.00	2,227.50	62.9%
529030 Shipping & Freight	0	1,000	1,208.24	205.06	.00	-208.24	120.8%
529031 Delivery/Pick up	0	13,815	13,040.00	.00	.00	775.00	94.4%
529040 Subscriptions	0	84,000	3,027.20	145.24	.00	80,972.80	3.6%
529051 Library Software/Licenses	0	159,233	90,135.88	45,065.80	.00	69,097.12	56.6%
529052 Library Subs-Electronic Matls	0	337,487	472,632.19	22,785.70	.00	-135,145.19	140.0%
529053 Library Svcs-Leased Matls	0	22,380	22,380.00	.00	.00	.00	100.0%
529061 Organizational Memberships	10,960	0	475.00	150.00	.00	-475.00	100.0%
529070 Printing/Copying/Scanning	23,472	30,000	25,682.65	2,940.29	.00	4,317.35	85.6%
529090 Shredding & Recycling Service	0	250	3,022.00	275.00	.00	-2,722.00	1208.8%
529110 Advertising	0	0	79.14	.00	.00	-79.14	100.0%
529141 Software License & Maint Fees	550	550	9,685.93	.00	.00	-9,135.93	1761.1%
529150 Data Center Charges	1,187,806	1,278,690	1,278,690.00	.00	.00	.00	100.0%
529160 Licenses & Permits	0	595	85.00	.00	.00	510.00	14.3%
529990 Other Contractuals	92,583	5,033	1,331.86	114.00	.00	3,701.14	26.5%
TOTAL Library - Contractuals	2,039,498	2,672,799	2,631,740.35	118,385.21	.00	41,058.65	98.5%

10003 Library - Commodities

531010 Computing Supplies	900	0	1,073.60	164.00	.00	-1,073.60	100.0%
531020 Office Supplies	50,575	64,339	62,047.51	13,596.39	.00	2,291.49	96.4%
531030 Custodial Supplies	4,000	5,000	3,191.26	537.84	.00	1,808.74	63.8%
531150 Food Supplies	0	0	3,125.00	.00	.00	-3,125.00	100.0%
532020 Automotive Parts & Supplies	450	450	54.63	.00	.00	395.37	12.1%
532202 Office Equipment Parts	0	0	1,920.98	.00	.00	-1,920.98	100.0%
532990 Other Equip Parts & Supplies	0	0	227.55	.00	.00	-227.55	100.0%

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ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
539012 Gasoline	7,234	7,234	5,123.70	238.56	.00	2,110.30	70.8%
549010 Furniture & Fixtures <\$5k	9,990	9,490	.00	.00	.00	9,490.00	.0%
549020 Data Processing Equip <\$5k	9,665	9,665	611.68	.00	.00	9,053.32	6.3%
549030 Communication Equip <\$5k	0	0	5,744.20	57.40	.00	-5,744.20	100.0%
549110 Library Materials	982,530	466,625	454,563.57	148,581.34	5,631.59	6,429.97	98.6%
TOTAL Library - Commodities	1,065,344	562,803	537,683.68	163,175.53	5,631.59	19,487.86	96.5%
TOTAL Wichita Public Library	10,051,138	11,785,601	11,779,950.01	1,178,891.24	5,631.59	19.53	100.0%
TOTAL General Fund	10,051,138	11,785,601	11,779,950.01	1,178,891.24	5,631.59	19.53	100.0%

Wichita Public Library General Fund Bills

December 2024

Org: 10000080

10001 - Library - Personnel

1B - Base Compensation

511000 Base Compensation

Payroll, PP12.06.24	\$236,564.95
Payroll, PP12.16.24	\$552.32
Payroll, PP12.20.24	\$538.57
Payroll, PP12.21.24	\$242,049.38

Total 511000 Base Compensation	\$479,705.22
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511950 Year-End Payroll Accrual

Payroll, 24PRACCR	\$236,795.62
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Total 511950 Year-End Payroll Accrual	\$236,795.62
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Total 1B - Base Compensation	\$716,500.84
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1F - Special Compensation

512000 Special Compensation

Payroll, PP12.06.24	\$398.56
Payroll, PP12.21.24	\$298.56

Total 512000 Special Compensation	\$697.12
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512051 Mileage Reimbursement

Payroll, 6642	\$72.63
Payroll, 7278	\$180.90
Payroll, 8054	\$10.05

Total 512051 Mileage Reimbursement	\$263.58
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Total 1F - Special Compensation	\$960.70
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1J - OT Compensation

513000 Overtime Compensation

Payroll, PP12.06.24	\$457.88
Payroll, PP12.20.24	\$0.36
Payroll, PP12.21.24	\$364.91

Total 513000 Overtime Compensation	\$823.15
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Total 1J - OT Compensation	\$823.15
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1N - Employee Benefits

518200 Employer Wage Taxes & WC

Payroll, PP12.06.24	\$19,570.73
Payroll, PP12.16.24	\$47.77
Payroll, PP12.20.24	\$46.59

Wichita Public Library General Fund Bills

December 2024

Payroll, PP12.21.24	\$19,756.46
Total 518200 Employer Wage Taxes & WC	\$39,421.55
518300 Employer Share EE Insurance	
Payroll, PP12.06.24	\$41,334.71
Payroll, PP12.21.24	\$41,162.32
Total 518300 Employer Share EE Insurance	\$82,497.03
518400 Employer Share Pension/Retire	
Payroll, PP12.06.24	\$28,137.75
Payroll, PP12.20.24	\$81.86
Payroll, PP12.21.24	\$28,907.62
Total 518400 Employer Share Pension/Retire	\$57,127.23
Total 1N - Employee Benefits	\$179,045.81
Total 10001 - Library - Personnel	\$897,330.50

10002 - Library - Contractuals

2B - Utilities

521011 Electricity - EDI	
EVERGY KANSAS SOUTH INC	\$18,797.09
Total 521011 Electricity - EDI	\$18,797.09
521021 Natural Gas - EDI	
BLACK HILLS UTILITY HOLDING INC	\$814.84
ENCORE ENERGY SERVICES	\$2,362.14
ONE GAS INC	\$5,207.61
Total 521021 Natural Gas - EDI	\$8,384.59
521030 Water Service	
City of Wichita	\$1,762.17
Total 521030 Water Service	\$1,762.17
521055 Trash Service - EDI	
WASTE CONNECTIONS OF KANSAS INC	\$150.00
WASTE MANAGEMENT OF KANSAS INC	\$752.08
Total 521055 Trash Service - EDI	\$902.08
Total 2B - Utilities	\$29,845.93

2F - Technology Charges

521060 Local Telephone Service	
City of Wichita	\$244.00

Wichita Public Library General Fund Bills

December 2024

T-MOBILE USA INC	\$49.30
Total 521060 Local Telephone Service	\$293.30
521070 Internet Service	
P-CARD ONE-TIME PAY	\$1,828.40
Total 521070 Internet Service	\$1,828.40
522010 PBX Line Charges	
City of Wichita	\$1,045.00
Total 522010 PBX Line Charges	\$1,045.00
522020 PBX Instrument Charges	
City of Wichita	\$1,662.50
Total 522020 PBX Instrument Charges	\$1,662.50
522040 Long Distance & Teleconference	
City of Wichita	\$31.05
Total 522040 Long Distance & Teleconference	\$31.05
522060 Air Cards (Mobile Connect)	
City of Wichita	\$105.00
Total 522060 Air Cards (Mobile Connect)	\$105.00
522070 Voicemail	
City of Wichita	\$340.00
Total 522070 Voicemail	\$340.00
522080 Automatic Call Distribution	
City of Wichita	\$65.50
Total 522080 Automatic Call Distribution	\$65.50
Total 2F - Technology Charges	\$5,370.75
2N - Employee Development	
524020 Travel & Training	
P-CARD ONE-TIME PAY	(\$235.00)
Total 524020 Travel & Training	(\$235.00)
Total 2N - Employee Development	(\$235.00)
2R - Professional Srvcs	
525013 Drug Screening	
KELLY COMPLIANCE INC	\$142.00
Total 525013 Drug Screening	\$142.00
525070 Background Checks	
TRUVIEW BSI LLC	\$124.45
Total 525070 Background Checks	\$124.45

Wichita Public Library General Fund Bills

December 2024

525080 Service Contractors

City of Wichita	\$11.26
Total 525080 Service Contractors	\$11.26

525086 Interpreter Services

SIGN LANGUAGE INTERPRETING SERVICES	\$587.50
Total 525086 Interpreter Services	\$587.50

525094 Collection Agency Fees

UNIQUE MANAGEMENT SERVICES INC	\$2,574.85
Total 525094 Collection Agency Fees	\$2,574.85

525990 Other Professional Services

P-CARD ONE-TIME PAY	\$530.00
Total 525990 Other Professional Services	\$530.00

Total 2R - Professional Svcs	\$3,970.06
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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

526042 Pest Control Services

P-CARD ONE-TIME PAY	\$1,920.56
Total 526042 Pest Control Services	\$1,920.56

526044 Security & Fire Services

P-CARD ONE-TIME PAY	\$413.28
Total 526044 Security & Fire Services	\$413.28

526092 Rent-Real Property

CO CO PROPERTIES LLC	\$4,088.24
Total 526092 Rent-Real Property	\$4,088.24

Total 2V - Bldg & Equip Charges	\$6,732.08
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2Z - Other Contractuals

529010 Bank Charges

City of Wichita	\$300.30
Total 529010 Bank Charges	\$300.30

529020 Postage

P-CARD ONE-TIME PAY	\$720.00
Total 529020 Postage	\$720.00

Wichita Public Library General Fund Bills

December 2024

529030 Shipping & Freight

HOUCHEN BINDERY LTD	\$95.00
P-CARD ONE-TIME PAY	\$110.06

Total 529030 Shipping & Freight	\$205.06
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529040 Subscriptions

P-CARD ONE-TIME PAY	\$145.24
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Total 529040 Subscriptions	\$145.24
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529051 Library Software/Licenses

EBSCO INDUSTRIES INC	\$15,991.00
INFOUSA MARKETING INC	\$12,500.00
P-CARD ONE-TIME PAY	\$3,995.00
THE NEW YORK TIMES COMPANY	\$6,884.80
VALUE LINE PUBLISHING LLC	\$5,695.00

Total 529051 Library Software/Licenses	\$45,065.80
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529052 Library Subs-Electronic Matls

BAKER & TAYLOR LLC	\$1,981.72
OVERDRIVE INC	\$16,403.10
P-CARD ONE-TIME PAY	\$4,400.88

Total 529052 Library Subs-Electronic Matls	\$22,785.70
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529061 Organizational Memberships

P-CARD ONE-TIME PAY	\$150.00
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Total 529061 Organizational Memberships	\$150.00
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529070 Printing/Copying/Scanning

City of Wichita	\$1,002.04
HOUCHEN BINDERY LTD	\$1,938.25

Total 529070 Printing/Copying/Scanning	\$2,940.29
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529090 Shredding & Recycling Service

INTERNATIONAL PAPER COMPANY	\$275.00
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Total 529090 Shredding & Recycling Service	\$275.00
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529990 Other Contractuals

P-CARD ONE-TIME PAY	\$114.00
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Total 529990 Other Contractuals	\$114.00
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Total 2Z - Other Contractuals	\$72,701.39
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Total 10002 - Library - Contractuals	\$118,385.21
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Wichita Public Library General Fund Bills

December 2024

10003 - Library - Commodities

3B - Supplies

531010 Computing Supplies

SHI INTERNATIONAL CORP \$164.00

Total 531010 Computing Supplies	\$164.00
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531020 Office Supplies

City of Wichita \$5,808.84

P-CARD ONE-TIME PAY \$7,787.55

Total 531020 Office Supplies	\$13,596.39
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531030 Custodial Supplies

P-CARD ONE-TIME PAY \$537.84

Total 531030 Custodial Supplies	\$537.84
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Total 3B - Supplies	\$14,298.23
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3N - Fuel

539012 Gasoline

City of Wichita \$238.56

Total 539012 Gasoline	\$238.56
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Total 3N - Fuel	\$238.56
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4Z - Non-Capital Outlay

549030 Communication Equip <\$5k

P-CARD ONE-TIME PAY \$57.40

Total 549030 Communication Equip <\$5k	\$57.40
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549110 Library Materials

BRODART CO \$4,069.33

CENGAGE LEARNING INC \$419.18

EBSCO INDUSTRIES INC \$32,359.96

INGRAM LIBRARY SERVICES INC \$522.38

MIDWEST TAPE LLC \$1,039.88

P-CARD ONE-TIME PAY \$115,447.20

TREASURED WORKS LLC \$355.00

Total 549110 Library Materials	\$154,212.93
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Total 4Z - Non-Capital Outlay	\$154,270.33
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Total 10003 - Library - Commodities	\$168,807.12
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Grand Total

\$1,184,522.83

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ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
290 Grants - Multi-year							
80100323 South Central KS Library sys23							
Y3801 SCKLS 23-South Central KS Libr							
524020 Travel & Training	20,000	20,000	35,067.18	1,586.83	.00	-15,067.18	175.3%
526061 Outside Services	0	0	865.00	.00	.00	-865.00	100.0%
526070 Equipment Repair & Maint	9,000	9,000	.00	.00	.00	9,000.00	.0%
529030 Shipping & Freight	0	0	197.39	.00	.00	-197.39	100.0%
529040 Subscriptions	0	0	5,499.00	.00	.00	-5,499.00	100.0%
529070 Printing/Copying/Scanning	0	0	419.96	19.41	.00	-419.96	100.0%
529141 Software License & Maint Fees	0	0	35,326.00	.00	.00	-35,326.00	100.0%
529142 Hardware Maint & Warranties	0	0	215.12	.00	.00	-215.12	100.0%
529990 Other Contractuals	25,000	25,000	27,427.87	.00	.00	-2,427.87	109.7%
531020 Office Supplies	20,000	20,000	.00	.00	.00	20,000.00	.0%
532202 Office Equipment Parts	0	0	1,000.00	.00	.00	-1,000.00	100.0%
542020 Building Electric Systems >\$5	0	0	11,166.67	.00	.00	-11,166.67	100.0%
549010 Furniture & Fixtures <\$5k	25,000	25,000	.00	.00	.00	25,000.00	.0%
549020 Data Processing Equip <\$5k	0	0	9,321.54	.00	.00	-9,321.54	100.0%
549110 Library Materials	140,266	140,266	112,760.27	.00	.00	27,505.73	80.4%
TOTAL SCKLS 23-South Central KS L	239,266	239,266	239,266.00	1,606.24	.00	.00	100.0%
TOTAL South Central KS Library sy	239,266	239,266	239,266.00	1,606.24	.00	.00	100.0%
TOTAL Grants - Multi-year	239,266	239,266	239,266.00	1,606.24	.00	.00	100.0%

Y3801 - SCKLS 23-South Central KS Library S

2 - Contractuals

2N - Employee Development

524020 Travel & Training

P-CARD ONE-TIME PAY \$1,586.83

Total 524020 Travel & Training	\$1,586.83
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Total 2N - Employee Development	\$1,586.83
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2Z - Other Contractuals

529070 Printing/Copying/Scanning

City of Wichita \$19.41

Total 529070 Printing/Copying/Scanning	\$19.41
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Total 2Z - Other Contractuals	\$19.41
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Total 2 - Contractuals	\$1,606.24
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Total Y3801 - SCKLS 23-South Central KS Library S	\$1,606.24
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ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
290 Grants - Multi-year							
80100324 South Central KS Library sys24							
Y4806 SCKLS 24-South Central KS Libr							
524020 Travel & Training	18,416	18,416	855.74	209.79	.00	17,560.26	4.6%
526070 Equipment Repair & Maint	9,000	9,000	.00	.00	.00	9,000.00	.0%
529061 Organizational Memberships	0	0	3,502.00	3,502.00	.00	-3,502.00	100.0%
529990 Other Contractuals	25,000	25,000	.00	.00	.00	25,000.00	.0%
531020 Office Supplies	20,000	20,000	.00	.00	.00	20,000.00	.0%
549010 Furniture & Fixtures <\$5k	25,000	25,000	.00	.00	.00	25,000.00	.0%
549110 Library Materials	140,266	140,266	.00	.00	.00	140,266.00	.0%
TOTAL SCKLS 24-South Central KS L	237,682	237,682	4,357.74	3,711.79	.00	233,324.26	1.8%
TOTAL South Central KS Library Sy	237,682	237,682	4,357.74	3,711.79	.00	233,324.26	1.8%
TOTAL Grants - Multi-year	237,682	237,682	4,357.74	3,711.79	.00	233,324.26	1.8%

Y4806 - SCKLS 24-South Central KS Library S

2 - Contractuals

2N - Employee Development

524020 Travel & Training

P-CARD ONE-TIME PAY \$209.79

Total 524020 Travel & Training \$209.79

Total 2N - Employee Development \$209.79

2Z - Other Contractuals

529061 Organizational Memberships

P-CARD ONE-TIME PAY \$3,502.00

Total 529061 Organizational Memberships \$3,502.00

Total 2Z - Other Contractuals \$3,502.00

Total 2 - Contractuals \$3,711.79

Total Y4806 - SCKLS 24-South Central KS Library S \$3,711.79

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ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
290 Grants - Multi-year							
80100224 Library State Grants-in-Aid 24							
Y4800 Library State Grants-in-Aid 24							
525990 Other Professional Services	10,000	10,000	.00	.00	.00	10,000.00	.0%
526070 Equipment Repair & Maint	0	0	35.00	.00	.00	-35.00	100.0%
529030 Shipping & Freight	0	0	2,121.28	.00	.00	-2,121.28	100.0%
529040 Subscriptions	0	0	20,218.00	6,696.00	.00	-20,218.00	100.0%
529051 Library Software/Licenses	0	0	660.00	660.00	27,600.00	-28,260.00	100.0%
529052 Library Subs-Electronic Matls	0	0	37,907.95	.00	.00	-37,907.95	100.0%
529061 Organizational Memberships	8,500	8,500	2,498.00	2,498.00	.00	6,002.00	29.4%
529070 Printing/Copying/Scanning	0	0	74.00	.00	.00	-74.00	100.0%
529142 Hardware Maint & Warranties	0	0	1,074.00	1,074.00	.00	-1,074.00	100.0%
531020 Office Supplies	4,500	4,500	831.77	.00	.00	3,668.23	18.5%
531100 Uniforms & Clothing	0	0	204.23	204.23	.00	-204.23	100.0%
532020 Automotive Parts & Supplies	0	0	149.99	.00	.00	-149.99	100.0%
532990 Other Equip Parts & Supplies	0	0	5,610.96	.00	.00	-5,610.96	100.0%
549010 Furniture & Fixtures <\$5k	12,000	12,000	5,952.34	.00	.00	6,047.66	49.6%
549020 Data Processing Equip <\$5k	36,000	36,000	3,030.00	.00	.00	32,970.00	8.4%
549110 Library Materials	38,338	38,338	425.00	.00	.00	37,912.58	1.1%
549990 Other Non-Capital Exp <\$5k	0	0	944.18	.00	.00	-944.18	100.0%
551010 City Administrative Charges	1,834	1,834	1,261.37	.00	.00	572.63	68.8%
TOTAL Library State Grants-in-Aid	111,172	111,172	82,998.07	11,132.23	27,600.00	573.51	99.5%
TOTAL Library State Grants-in-Aid	111,172	111,172	82,998.07	11,132.23	27,600.00	573.51	99.5%
TOTAL Grants - Multi-year	111,172	111,172	82,998.07	11,132.23	27,600.00	573.51	99.5%

Y4800 - Library-State Grants-in-Aid 2024

2 - Contractuals

2Z - Other Contractuals

529040 Subscriptions

SHORT EDITION INC	\$6,696.00
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Total 529040 Subscriptions	\$6,696.00
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529051 Library Software/Licenses

LINKEDIN CORPORATION	\$19,600.00
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OVERDRIVE INC	\$8,000.00
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TECH LOGIC CORPORATION	\$660.00
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Total 529051 Library Software/Licenses	\$28,260.00
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529061 Organizational Memberships

P-CARD ONE-TIME PAY	\$2,498.00
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Total 529061 Organizational Memberships	\$2,498.00
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529142 Hardware Maint & Warranties

TECH LOGIC CORPORATION	\$1,074.00
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Total 529142 Hardware Maint & Warranties	\$1,074.00
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Total 2Z - Other Contractuals	\$38,528.00
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Total 2 - Contractuals	\$38,528.00
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3 - Commodities

3B - Supplies

531100 Uniforms & Clothing

P-CARD ONE-TIME PAY	\$204.23
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Total 531100 Uniforms & Clothing	\$204.23
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Total 3B - Supplies	\$204.23
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Total 3 - Commodities	\$204.23
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Total Y4800 - Library-State Grants-in-Aid 2024	\$38,732.23
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YTD

FOR 2025 01

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
100 General Fund							
10000080 wichita Public Library							
422110 Library Desk Receipts (Fines)	-95,000	-95,000	-4,799.66	-4,799.66	.00	-90,200.34	5.1%
422111 Library Desk - Faxes	-10,000	-10,000	-586.00	-586.00	.00	-9,414.00	5.9%
422112 Library Desk - Passports	-25,000	-25,000	-3,396.00	-3,396.00	.00	-21,604.00	13.6%
423030 Meeting Room Rentals	-30,000	-30,000	-2,120.00	-2,120.00	.00	-27,880.00	7.1%
424011 Copy Charges	-11,000	-11,000	-1,023.20	-1,023.20	.00	-9,976.80	9.3%
424101 Public Computing Charges	-20,000	-20,000	-1,094.90	-1,094.90	.00	-18,905.10	5.5%
646981 State Setoff Collections	-68,000	-68,000	-331.24	-331.24	.00	-67,668.76	.5%
TOTAL Wichita Public Library	-259,000	-259,000	-13,351.00	-13,351.00	.00	-245,649.00	5.2%
TOTAL General Fund	-259,000	-259,000	-13,351.00	-13,351.00	.00	-245,649.00	5.2%

YTD

FOR 2025 01

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
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10000080 wichita Public Library

10001 Library - Personnel

511000 Base Compensation	6,281,058	6,281,058	757,007.16	757,007.16	.00	5,524,050.84	12.1%
511950 Year-End Payroll Accrual	0	0	-236,795.62	-236,795.62	.00	236,795.62	100.0%
511999 Planned Savings	-2,051,398	-2,051,398	.00	.00	.00	-2,051,398.00	.0%
512000 Special Compensation	1,800	1,800	1,095.68	1,095.68	.00	704.32	60.9%
512051 Mileage Reimbursement	0	0	129.89	129.89	.00	-129.89	100.0%
513000 Overtime Compensation	0	0	832.72	832.72	.00	-832.72	100.0%
518200 Employer Wage Taxes & WC	543,275	543,275	63,180.92	63,180.92	.00	480,094.08	11.6%
518300 Employer Share EE Insurance	1,132,396	1,132,396	133,352.06	133,352.06	.00	999,043.94	11.8%
518400 Employer Share Pension/Retire	801,709	801,709	92,948.45	92,948.45	.00	708,760.55	11.6%
TOTAL Library - Personnel	6,708,840	6,708,840	811,751.26	811,751.26	.00	5,897,088.74	12.1%

10002 Library - Contractuals

521011 Electricity - EDI	305,438	305,438	15,070.52	15,070.52	.00	290,367.48	4.9%
521021 Natural Gas - EDI	41,824	41,824	8,304.88	8,304.88	.00	33,519.12	19.9%
521030 Water Service	13,375	13,375	1,890.07	1,890.07	.00	11,484.93	14.1%
521050 Trash Service	5,404	5,404	.00	.00	.00	5,404.00	.0%
521051 Recycling Service	3,600	3,600	.00	.00	.00	3,600.00	.0%
521055 Trash Service - EDI	0	0	754.45	754.45	.00	-754.45	100.0%
521060 Local Telephone Service	8,000	8,000	268.65	268.65	.00	7,731.35	3.4%
521070 Internet Service	10,971	10,971	.00	.00	.00	10,971.00	.0%
522010 PBX Line Charges	11,806	11,806	1,045.00	1,045.00	.00	10,761.00	8.9%
522020 PBX Instrument Charges	19,414	19,414	1,662.50	1,662.50	.00	17,751.50	8.6%
522040 Long Distance & Teleconferenc	1,000	1,000	41.65	41.65	.00	958.35	4.2%
522060 Air Cards (Mobile Connect)	1,260	1,260	105.00	105.00	.00	1,155.00	8.3%
522070 Voicemail	3,968	3,968	340.00	340.00	.00	3,628.00	8.6%
522080 Automatic Call Distribution	786	786	65.50	65.50	.00	720.50	8.3%
523010 Building & Contents Insurance	172,088	172,088	.00	.00	.00	172,088.00	.0%
523020 Vehicle Liability Premiums	870	870	.00	.00	.00	870.00	.0%
524010 Recruitment & Hiring	3,140	3,140	.00	.00	.00	3,140.00	.0%
524020 Travel & Training	3,000	3,000	.00	.00	.00	3,000.00	.0%
525012 Medical Treatment	480	480	.00	.00	.00	480.00	.0%
525080 Service Contractors	0	0	11.26	11.26	.00	-11.26	100.0%
525083 Textile Rental & Laundry Svcs	1,925	1,925	.00	.00	.00	1,925.00	.0%

YTD

FOR 2025 01

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL	REVISED	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE	PCT
100 General Fund	APPROP	BUDGET				BUDGET	USED
525086 Interpreter Services	2,000	2,000	.00	.00	.00	2,000.00	.0%
525094 Collection Agency Fees	21,500	21,500	.00	.00	.00	21,500.00	.0%
525990 Other Professional Services	5,936	5,936	.00	.00	.00	5,936.00	.0%
526010 Motor Pool Scheduled Charges	3,720	3,720	310.00	310.00	.00	3,410.00	8.3%
526020 Building Repair & Maint	7,240	7,240	.00	.00	.00	7,240.00	.0%
526042 Pest Control Services	13,000	13,000	.00	.00	.00	13,000.00	.0%
526044 Security & Fire Services	5,220	5,220	.00	.00	.00	5,220.00	.0%
526070 Equipment Repair & Maint	5,421	5,421	.00	.00	.00	5,421.00	.0%
526092 Rent-Real Property	52,060	52,060	4,088.24	4,088.24	.00	47,971.76	7.9%
529010 Bank Charges	5,000	5,000	293.67	293.67	.00	4,706.33	5.9%
529020 Postage	6,000	6,000	.00	.00	.00	6,000.00	.0%
529030 Shipping & Freight	1,000	1,000	.00	.00	.00	1,000.00	.0%
529031 Delivery/Pick up	13,815	13,815	.00	.00	.00	13,815.00	.0%
529040 Subscriptions	84,000	84,000	.00	.00	.00	84,000.00	.0%
529051 Library Software/Licenses	159,233	159,233	.00	.00	.00	159,233.00	.0%
529052 Library Subs-Electronic Matls	337,487	337,487	6,437.02	6,437.02	.00	331,049.98	1.9%
529053 Library Subs-Leased Matls	22,380	22,380	.00	.00	.00	22,380.00	.0%
529070 Printing/Copying/Scanning	30,000	30,000	983.74	983.74	.00	29,016.26	3.3%
529090 Shredding & Recycling Service	250	250	110.00	110.00	.00	140.00	44.0%
529141 Software License & Maint Fees	550	550	.00	.00	.00	550.00	.0%
529150 Data Center Charges	1,196,619	1,196,619	108,167.95	108,167.95	.00	1,088,451.05	9.0%
529160 Licenses & Permits	595	595	.00	.00	.00	595.00	.0%
529990 Other Contractuals	5,033	5,033	.00	.00	.00	5,033.00	.0%
TOTAL Library - Contractuals	2,586,408	2,586,408	149,950.10	149,950.10	.00	2,436,457.90	5.8%
10003 Library - Commodities							
531020 Office Supplies	64,339	64,339	.00	.00	.00	64,339.00	.0%
531030 Custodial Supplies	5,000	5,000	.00	.00	.00	5,000.00	.0%
532020 Automotive Parts & Supplies	450	450	.00	.00	.00	450.00	.0%
539012 Gasoline	7,234	7,234	283.51	283.51	.00	6,950.49	3.9%
549010 Furniture & Fixtures <\$5k	9,490	9,490	.00	.00	.00	9,490.00	.0%
549020 Data Processing Equip <\$5k	9,665	9,665	.00	.00	.00	9,665.00	.0%
549110 Library Materials	452,067	457,699	1,048.82	1,048.82	4,582.77	452,067.00	1.2%
TOTAL Library - Commodities	548,245	553,877	1,332.33	1,332.33	4,582.77	547,961.49	1.1%
TOTAL Wichita Public Library	9,843,493	9,849,125	963,033.69	963,033.69	4,582.77	8,881,508.13	9.8%
TOTAL General Fund	9,843,493	9,849,125	963,033.69	963,033.69	4,582.77	8,881,508.13	9.8%

Wichita Public Library General Fund Bills

January 2025

Org: 10000080

10001 - Library - Personnel

1B - Base Compensation

511000 Base Compensation

Payroll, PP 1.31.25	\$252,834.77
Payroll, PP01.03.25	\$249,051.53
Payroll, PP01.10.25	\$1,653.46
Payroll, PP01.17.25	\$253,369.11
Payroll, PP01.31.25	\$98.29

Total 511000 Base Compensation	\$757,007.16
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511950 Year-End Payroll Accrual

Payroll, 24PRACCRRV	(\$236,795.62)
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Total 511950 Year-End Payroll Accrual	(\$236,795.62)
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Total 1B - Base Compensation	\$520,211.54
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1F - Special Compensation

512000 Special Compensation

Payroll, PP 1.31.25	\$398.56
Payroll, PP01.03.25	\$398.56
Payroll, PP01.17.25	\$298.56

Total 512000 Special Compensation	\$1,095.68
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512051 Mileage Reimbursement

Payroll, 7892	\$16.14
Payroll, 8716	\$113.75

Total 512051 Mileage Reimbursement	\$129.89
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Total 1F - Special Compensation	\$1,225.57
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1J - OT Compensation

513000 Overtime Compensation

Payroll, PP 1.31.25	\$68.85
Payroll, PP01.03.25	\$650.93
Payroll, PP01.17.25	\$112.94

Total 513000 Overtime Compensation	\$832.72
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Total 1J - OT Compensation	\$832.72
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1N - Employee Benefits

518200 Employer Wage Taxes & WC

Payroll, PP 1.31.25	\$21,080.23
Payroll, PP01.03.25	\$20,850.22

Wichita Public Library General Fund Bills

January 2025

Payroll, PP01.10.25	\$115.82
Payroll, PP01.17.25	\$21,126.15
Payroll, PP01.31.25	\$8.50

Total 518200 Employer Wage Taxes & WC	\$63,180.92
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518300 Employer Share EE Insurance

Payroll, PP 1.31.25	\$44,713.34
Payroll, PP01.03.25	\$43,125.98
Payroll, PP01.10.25	\$921.55
Payroll, PP01.17.25	\$44,591.19

Total 518300 Employer Share EE Insurance	\$133,352.06
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518400 Employer Share Pension/Retire

Payroll, PP 1.31.25	\$31,065.60
Payroll, PP01.03.25	\$30,425.01
Payroll, PP01.10.25	\$257.94
Payroll, PP01.17.25	\$31,188.97
Payroll, PP01.31.25	\$10.93

Total 518400 Employer Share Pension/Retire	\$92,948.45
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Total 1N - Employee Benefits	\$289,481.43
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Total 10001 - Library - Personnel	\$811,751.26
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10002 - Library - Contractuals

2B - Utilities

521011 Electricity - EDI

EVERGY KANSAS SOUTH INC	\$15,070.52
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Total 521011 Electricity - EDI	\$15,070.52
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521021 Natural Gas - EDI

BLACK HILLS UTILITY HOLDING INC	\$1,439.38
ENCORE ENERGY SERVICES	\$5,127.26
ONE GAS INC	\$1,738.24

Total 521021 Natural Gas - EDI	\$8,304.88
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521030 Water Service

City of Wichita	\$1,890.07
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Total 521030 Water Service	\$1,890.07
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521055 Trash Service - EDI

WASTE MANAGEMENT OF KANSAS INC	\$754.45
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Total 521055 Trash Service - EDI	\$754.45
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Total 2B - Utilities	\$26,019.92
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Wichita Public Library General Fund Bills

January 2025

2F - Technology Charges

521060 Local Telephone Service

City of Wichita \$244.00

T-MOBILE USA INC \$24.65

Total 521060 Local Telephone Service	\$268.65
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522010 PBX Line Charges

City of Wichita \$1,045.00

Total 522010 PBX Line Charges	\$1,045.00
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522020 PBX Instrument Charges

City of Wichita \$1,662.50

Total 522020 PBX Instrument Charges	\$1,662.50
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522040 Long Distance & Teleconference

City of Wichita \$41.65

Total 522040 Long Distance & Teleconference	\$41.65
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522060 Air Cards (Mobile Connect)

City of Wichita \$105.00

Total 522060 Air Cards (Mobile Connect)	\$105.00
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522070 Voicemail

City of Wichita \$340.00

Total 522070 Voicemail	\$340.00
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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 \$108,167.95

Total 529150 Data Center Charges	\$108,167.95
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Total 2F - Technology Charges	\$111,696.25
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2R - Professional Svcs

525080 Service Contractors

City of Wichita \$11.26

Total 525080 Service Contractors	\$11.26
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Total 2R - Professional Svcs	\$11.26
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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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526092 Rent-Real Property

Wichita Public Library General Fund Bills

January 2025

CO CO PROPERTIES LLC	\$4,088.24
Total 526092 Rent-Real Property	\$4,088.24
Total 2V - Bldg & Equip Charges	\$4,398.24
2Z - Other Contractuals	
529010 Bank Charges	
City of Wichita	\$293.67
Total 529010 Bank Charges	\$293.67
529052 Library Subs-Electronic Matls	
OVERDRIVE INC	\$6,437.02
Total 529052 Library Subs-Electronic Matls	\$6,437.02
529070 Printing/Copying/Scanning	
City of Wichita	\$983.74
Total 529070 Printing/Copying/Scanning	\$983.74
529090 Shredding & Recycling Service	
INTERNATIONAL PAPER COMPANY	\$110.00
Total 529090 Shredding & Recycling Service	\$110.00
Total 2Z - Other Contractuals	\$7,824.43
Total 10002 - Library - Contractuals	\$149,950.10
10003 - Library - Commodities	
3N - Fuel	
539012 Gasoline	
City of Wichita	\$283.51
Total 539012 Gasoline	\$283.51
Total 3N - Fuel	\$283.51
4Z - Non-Capital Outlay	
549110 Library Materials	
Paid against encumbrances	\$1,048.00
Total 549110 Library Materials	\$1,048.00
Total 4Z - Non-Capital Outlay	\$1,048.00
Total 10003 - Library - Commodities	\$1,332.33

Grand Total

\$963,033.69

YTD

FOR 2025 01

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
290 Grants - Multi-year							
80100324 South Central KS Library sys24							
Y4806 SCKLS 24-South Central KS Libr							
524020 Travel & Training	18,416	18,416	2,327.74	1,472.00	.00	16,088.26	12.6%
526070 Equipment Repair & Maint	9,000	9,000	.00	.00	.00	9,000.00	.0%
529061 Organizational Memberships	0	0	3,502.00	.00	.00	-3,502.00	100.0%
529990 Other Contractuals	25,000	25,000	.00	.00	159,400.00	-134,400.00	637.6%
531020 Office Supplies	20,000	20,000	.00	.00	.00	20,000.00	.0%
549010 Furniture & Fixtures <\$5k	25,000	25,000	.00	.00	.00	25,000.00	.0%
549110 Library Materials	140,266	140,266	.00	.00	.00	140,266.00	.0%
TOTAL SCKLS 24-South Central KS L	237,682	237,682	5,829.74	1,472.00	159,400.00	72,452.26	69.5%
TOTAL South Central KS Library Sy	237,682	237,682	5,829.74	1,472.00	159,400.00	72,452.26	69.5%
TOTAL Grants - Multi-year	237,682	237,682	5,829.74	1,472.00	159,400.00	72,452.26	69.5%

Y4806 - SCKLS 24-South Central KS Library S

2 - Contractuals

2N - Employee Development

524020 Travel & Training

JAIME NIX	\$230.00
JANELLE MERCER	\$414.00
JEFFREY L TATE	\$414.00
MISTI HOHEISEL	\$414.00

Total 524020 Travel & Training	\$1,472.00
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Total 2N - Employee Development	\$1,472.00
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2Z - Other Contractuals

529990 Other Contractuals

UNIQUE MANAGEMENT SERVICES INC	\$159,400.00
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Total 529990 Other Contractuals	\$159,400.00
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Total 2Z - Other Contractuals	\$159,400.00
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Total 2 - Contractuals	\$160,872.00
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Total Y4806 - SCKLS 24-South Central KS Library S	\$160,872.00
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INTEROFFICE MEMORANDUM

TO: Library Board of Directors
FROM: Sarah Kittrell, Collection Development Division Manager
SUBJECT: Approval of bills over \$10,000: Kanopy streaming video service capped agreement renewal
DATE: February 10, 2025

Background: Wichita Public Library launched the Kanopy streaming video service on December 1, 2021. Kanopy offers library card holders access to thousands of films, including award winning independent and classic films and documentaries with pay-per-use “coupons.” Their catalog also includes access to *Great Courses* and *Kanopy Kids*, a collection of quality movies and TV shows for children. The Library launched the service providing customers monthly access of up to 7 coupons, 2 Great Courses, and Kanopy Kids. Customers streamed over 33,000 movies and TV shows in 2024, relatively on par with 2023. It should be noted that due to the cyber security incident, many users were unable to access Kanopy for 6 weeks, artificially deflating the yearly numbers.

Analysis: Kanopy offers two service models: a pay-per-credit model (PPC) and a capped payment model, where Kanopy estimates what the Library would spend in a year and the Library pays that up front. Under the capped model, any unused funds would roll over to the next year; any overages would be absorbed by Kanopy. The quote for the capped model is intended to be overly generous, as Kanopy does not want to have to cover any overages above the initial quote. The capped model quote for 2025-2026 is \$45,000, which works out to about \$0.74 per play.

Financial Considerations: Wichita Public Library will have approximately \$15,000 credit on account with Kanopy at the time of renewal and, to renew the capped agreement, will need to pay the difference between \$45,000 and the amount that we have on account. We anticipate this difference being approximately \$35,000 but would like to request approval for up to \$37,000 to account for any variances related to the credit total.

Legal Consideration: Wichita Public Library submitted the Kanopy Capped Master Agreement to the Law Department for Review in 2025. It was approved to form.

Recommendations or Actions: It is requested that the Library Board approve up to \$37,000 to fully fund the 2025-2026 Kanopy capped agreement.

Attachments:

Kanopy Capped Quote



Kanopy Inc. Quote

Quote Date: January 29, 2025

Quote Number: KCAP QUOTE- 01292025

Billing Address: **Wichita Public Library**
223 S. Main St.
Wichita, KS 67202

Order Summary:

This Invoice is entered into between Institution and Kanopy pursuant to the current Master Agreement between them. Any capitalized term not defined herein shall have the meaning ascribed to it in the Master Agreement. By issuing payment hereunder or accessing or using the Offerings identified herein, Institution agrees to be bound by this Invoice.

Offering	Total (USD)
<p>Pay Per Use (PPU) Program</p> <ul style="list-style-type: none"> • Quoted Budget allocation: \$45,000.00 (March 1, 2025 – February 28, 2026) 	
<p>Pay Per Use (PPU) Program</p> <ul style="list-style-type: none"> • Access: Kanopy will provide access to its film database for access to Institution's End Users. Institution may adapt its content and collection selections at any time • Caps: Institution may impose monthly user caps on users (with respect to the number of film "play tickets" an End User may incur in a given month) and change these any time with written notice to Kanopy. Institution may also set in place program spend caps and change these at any time • Definition: As used herein, one or more "Play Tickets" are incurred on a Title when an End User accesses the Title and seeks to employ the Title for use. Once user Play Tickets have been logged, depending on the Title selected, the User will have either 3 full days (72 hours) or 2 full days (48 hours) to watch the film for unlimited uses. Once user Play Tickets have been logged in the context of episodic Titles, the User will have between three and twenty-one days to watch a season of the Episodic Title for unlimited use. Kanopy Kids provides 30 days of unlimited use for the entirety of Kanopy Kids. A user can track their existing and past Play Tickets from their user dashboard. • Cost per Ticket: A maximum cost of \$1 per User Play Ticket. A maximum cost of \$5 per play for Kanopy Kids. Processing: Invoices for Play Tickets will be processed periodically for the Institution (monthly). Institution will be notified and sent an invoice. Institution may request early processing of Play Ticket invoices at any time. • Reports: Institution can monitor usage and budget live from their admin dashboard • Budgeting: Pre-Payment Required for capped program. Within sixty (60) days of the Effective Date of this Agreement, the Institution will pay Kanopy \$45,000.00 for the rights granted in the Order Form during the twelve (12) month period beginning on March 1, 2025 and ending on February 28, 2026 (The "Twelve-Month Fee"). During the aforementioned twelve (12) month period, Institution shall have no additional payment obligations to Kanopy beyond the Twelve-Month Fee. Kanopy and Institution shall negotiate new payment terms for the rights granted in the Order Form within the sixty (60) days prior to February 28, 2026. If, at the end of the initial Twelve (12) month period, end-user engagement generates less in fees 	\$45,000.00

than the Twelve-Month Fee, the difference between the Twelve-Month Fee and the fees generated by end-user engagement shall be credited to the next year's negotiated Twelve Month Fee. If Kanopy determines that Institution and its End User's usage of the service is tracking above the guaranteed cap, Kanopy will notify Institution of this determination, and the Institution will work with Kanopy to apply additional levers to manage and limit usage of the Service.

Total Quoted Amount	\$45,000.00
Remaining deposit funds rollover	\$15,000
Invoice amount	\$30,000

t (+1) 415-513-1026 Kanopy Inc., EIN 99-0377373
Kanopy, 781 Beach St, Suite 200, San Francisco, CA 94109 USA
www.kanopy.com

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Operations Committee Agenda
Tuesday, February 11, 2025
Board Room / MS Teams 3:30pm
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Affirmation of Compliance with Kansas Children's Internet Protection Act
3. AmeriCorp and Summer Reading Updates
4. Digital Navigation Program Update
5. Branch Reopening Timelines

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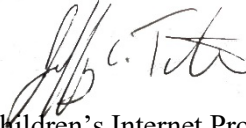
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Meeting ID: 211 331 587 104

Passcode: 7jFtKF



INTEROFFICE
MEMORANDUM

TO: Library Board of Directors, Operations
FROM: Jeff Tate, Digital Services Manager 
SUBJECT: Affirmation of Compliance with Kansas Children's Internet Protection Act
DATE: February 5, 2025

Background: The Kansas Children's Internet Protection Act (KS-CIPA, K.S.A. 2013 Supp. 75-2589), passed by the Kansas Legislature in 2013, requires that any public library that provides public access to a computer shall implement and enforce technology protection measures to ensure that no minor has access to visual depictions that are child pornography, harmful to minors or obscene, and to ensure that no person has access to visual depictions that are child pornography or obscene. Compliance with the Act is based upon fulfillment of regulations published by the State Librarian (K.A.R. 54-4-1).

As part of the Act, "the Governing Board shall review its internet access policy at least once every three years." Experience has shown that reviewing the policy annually provides the best safeguards to prevent a lapse in compliance.

Analysis: The Wichita Public Library's compliance with KS-CIPA can be affirmed by this comparison of enforcement regulations for the Act in relation to Library policy.

KS-CIPA Requirement	How Requirement is Fulfilled
Governing Body shall adopt an internet access policy that shall meet four requirements	REF-004 Internet Access and Acceptable Use Policy
1) State that the purpose of the policy is to restrict access to those materials that are child pornography, harmful to minors, or obscene	Paragraph 4 of policy
2) Provide how library will meet the requirements of this act	Paragraphs 4 of policy
3) Require library to inform its patrons of the standards and rule and regulations that library employees follow to enforce the provisions of the act	Paragraphs 5, 7, 9 and 10 of policy
4) Require library to inform its patrons that procedures for the submission of complaints about the standards and rule and regulations, the enforcement thereof, or observed patron behavior, have been adopted and are available for review	Paragraphs 13 and 14 of policy, as part of the Customer Rights and Responsibilities brochure, and online http://wichitalibrary.org/About/Policies

Financial Considerations: None

Legal Considerations: Libraries in compliance with this act shall not be liable for any damages

arising out of or related to a minor gaining access to visual depictions that are child pornography, harmful to minors, or obscene through the use of a computer that is owned or controlled by the library.

Recommendations/Actions: It is recommended that the Library Board affirm the Library's Internet Access and Acceptable Use Policy (REF-004) and direct staff to report completion of the policy review to the State Library of Kansas.

Attachment: REF-004 Internet Access and Acceptable Use Policy

REF-004 Internet Access and Acceptable Use Policy

Internet access is available on public workstations for users of the Wichita Public Library as a resource to be used in the fulfillment of the Library's mission.

Internet access is available at no cost. Related services may be available for a fee (see REF-003).

The Library complies with state and federal laws with a particular awareness of Kansas laws relating to obscenity (K.S.A. 2012 Supp. 21-6401, K.S.A. 2012 Supp. 21-6402 and amendments thereto) and federal laws on copyright (U.S. Code, Title 17). The Library complies with the Children's Internet Protection Act (CIPA), the Neighborhood Children's Internet Protection Act (NCIPA) (codified in pertinent part at 20 U.S.C. § 9134), and the public library requirements of the Kansas Children's Internet Protection Act (K.S.A. 2013 supp. 75-2589) regarding requirements for use of technology protection measures. Technology protection is not consistently reliable. Every effort will be made by all members of the Library staff to supervise and monitor usage of the public computer network and access to the Internet in accordance with this policy and the Kansas Children's Internet Protection Act. The Library cannot be held responsible for prohibited information that might be displayed.

The Library has in place the operation of technology protection measures that block online access to visual depictions that are child pornography, harmful to minors or obscene as defined in L. 2013, ch. 98, sec.1, commonly known as the Kansas Children's Internet Protection Act. Subject to staff supervision, the technology protection measures may be disabled only for bona fide research or other lawful purpose by adults.

The Library will interrupt or terminate a customer's computer session if material displayed on the screen is not appropriate in a public environment. As all workstations are in view of other customers and staff, users are not permitted to display images containing gratuitous violence or obscenity as defined by Kansas law.

The Internet connects users to resources outside the Library. The Library has no control over these resources. The Library is responsible only for data in files created and maintained by its staff. Customers use the Internet at their own discretion.

As with other library materials, restriction of a minor's access to the Internet is the responsibility of the parent or legal guardian. Parents are encouraged to monitor and supervise their children's access to the Internet.

The Library has no control over computer programs available through the Internet. Any loss of data, damage, or liability that may occur from customer use of programs obtained through library access is not the responsibility of the Wichita Public Library.

Inappropriate use of Internet access will result in cancellation of the individual's use of this service and may result in the loss of other Library privileges. Examples of inappropriate use include, but are not limited to, the following:

- Displaying or disseminating images containing gratuitous violence or obscenity as defined by Kansas law;
- Disclosure, use, or dissemination of personal information that could threaten the safety or security of a minor, any other person, or the Library;
- Attempting unauthorized access to restricted or confidential systems;
- Tampering with computer hardware or software;
- Violation of software license agreements and copyright laws;
- Violation of another user's privacy;
- Any illegal activity, unethical misrepresentation or any form of harassment;

- Use of library workstations for other than their intended purpose.

Illegal acts involving library computer resources may also subject a user to prosecution by local, state, or federal authorities.

Library computer stations are for designated use only. For better service and the security of all users, customers are not permitted to run programs of their own or programs downloaded from the Internet. Other uses that are unavailable in order to ensure security and support of our users include: devices that require software insertion, special purpose browser plug-ins and file storage on public workstations.

The Library's staff will develop rules and procedures as necessary to ensure equitable and reasonable use of public access workstations. The Library reserves the right to terminate a customer's computer session at any time.

Customers who encounter web sites which they believe should be blocked but which are not, or who are prevented from accessing web sites which they believe should not be blocked, may submit a complaint. This should be given in writing to the Digital Services Manager and include the URL of the site in question and whether the request is to block or unblock it. Staff shall examine the site in accordance with this policy and will make changes to the site blocking as may be appropriate.

Complaints about enforcement of this policy or observed customer behavior which may violate this policy shall be submitted in writing to the Director of Libraries, providing as much detail as possible.

The Library maintains subscriptions and links to excellent online information sources that serve all areas of education and research, for minors and adults. Courses in use of electronic resources, Internet safety and computer security are also offered on an ongoing basis. Customers are encouraged to ask Library staff about these very effective, authoritative, and excellent online resources.

Related Laws and Policies

K.S.A. 2012 Supp. 21-6401; K.S.A. 2012 Supp. 21-6402; K.S.A. 2012 Supp. 21-5510; K.S.A. 2013 Supp. 75-2589; K.A.R. 54-4-1; U.S. Code, Title 17; CIPA; NCIPA; 20 U.S.C. § 9134

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Planning and Facilities Committee Agenda
Wednesday, February 11, 2025, 1:00pm
Board Room / MS Teams
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Approval of January 8, 2025 Minutes
3. Branch Reopening Timelines and Updates
4. 2026 City Budget Program Option and CIP Discussion
5. Other Items from the Committee

To attend virtually:

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Meeting ID: 216 133 910 730

Passcode: NL2i2F

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Public Affairs Committee Agenda
Thursday, February 13, 4:00pm
Board Room / MS Teams
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Approval of January 9, 2025 Minutes
3. Advocacy Toolkit Updates and Discussion
4. Committee Design Discussion

To attend virtually:

Microsoft Teams

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Meeting ID: 284 931 457 868

Passcode: tfiukX

Media Log: January 2025

- January 1, KMUW, #ReadICT Challenge
- January 9, KAKE Kids Corner, Parent Child Workshop
- January 13, KWCH, #ReadICT Challenge, Accessing Library Materials Online
- January 23, KSN, Academy Awards Short Film Festival
- January 25, KAKE, Academy Awards Short Film Festival