

A G E N D A

Wichita Public Library Board of Directors Meeting
Tuesday, May 20, 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:
5. Minutes of the April 15, 2025 meeting
6. Unfinished Business
7. New Business
8. Finance Committee Report
 - a. Review of April Bills and Finance Reports
 - i. Revenue Report
 - ii. Grant Fund Summary Report
 - iii. Report of Expenditures

General Fund Bills	\$930,758.27
Grant Fund Bills	\$1,027.24
Gift & Memorial Fund Bills	\$722.57
<u>Total</u>	\$932,508.08

- b. 2025 State Aid Grant
 - c. Approval of invoices over \$10,000 – McNaughton Leasing Plan
 - d. Approval of invoices over \$10,000 – Reference Solutions
9. Operations Committee Report
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

April 2025

Service Highlights

Interlibrary Loan (ILL) requests surpassed 1,000 requests from Wichita Public Library customers for the month of April. Ending with 1,046 requests, this is the highest amount of requests since January 2018; which was right before the \$3 ILL fee was implemented. Before the ILL fee, the Interlibrary Loan department averaged from 1,100 to 1,400 requests per month. Wichitans are definitely making use of this invaluable service again.

Customers are enjoying the extended hours at the Maya Angelou Branch during the Rockwell remodel. Maya Angelou circulated 6,358 items this month compared to 1,293 items in April of last year (a 392% increase). The Walters branch is also seeing additional traffic from the Rockwell temporary closure. They circulated 7,363 items this month over 3,978 in April of 2024 (an 85% increase).

On Saturday April 12, Rebekah Taussig, the author of this year's book selection, *Sitting Pretty: The View from My Ordinary, Resilient, Disabled Body*, gave the keynote address for the Wichita Public Library's 2025 Big Read Wichita program. The after-hours event was held at the Advanced Learning Library and attended by 94 people. Rebekah spoke about her writing process, her experience living life as a person who is paralyzed, and the importance of building spaces that fit all types of bodies. After the talk, Rebekah signed copies of her book and spoke with attendees. Little Miss Wheelchair Kansas attended the event and was very excited to talk with Rebekah about her college plans, and a fellow disabled writer exchanged signed copies of their books with Rebekah. It was a very impactful evening.

On Friday April 18, the Adult Literacies Department hosted its 4th annual Wichitalks event in collaboration with Haley Crowson from KMWU. It was a dynamic after-hours event that featured rapid 5-minute presentations from 10 different Wichitans focused on the theme of "breaking barriers," aligning with the Library's 2025 Big Read selection. The speakers talked about a wide variety of their experiences, from overcoming difficulties with ADHD and OCD, to living as a deaf person in a world that's overwhelmingly built for hearing persons, to navigating the difficult immigration and naturalization landscape, and more. This was the first time that the event has been held at the Advanced Learning Library and the response was overwhelmingly positive, with over 150 people packing the Conference Center. The speakers, their families and friends, and attendees left the event energized and inspired to help others in the community break through social barriers of their own. Many attendees also really liked the inclusiveness of having ASL interpreters for the event and said they'd like to see that at more library events.

This month the Adult Literacies Department hosted 21 programs with a combined attendance of 490 people. Some highlights this month included several popular Big Read programs, including the Author Keynote with Rebekah Taussig, Wichitalks 2025, and Housing for All discussion panel programs, which accounted for nearly 300 of this month's attendees. Overall this year's Big Read program was a big hit, generating a tremendous amount of engagement and critical conversations about disability at both the

individual and societal levels. The library also successfully distributed all 700 copies of the book, which are now “sitting pretty” (and hopefully well-read) in Wichitans’ homes.

Inspiration Librarian Daniel Pewewardy recently met with Tyler Cooper and Ryan Blasdel, co-owners of Boulevard Theatres, to discuss potential collaborations for upcoming programs. The conversation included the possibility of hosting off-site screenings of the Academy Award Shorts in celebration of the library's 40th year screening the films. Both Cooper and Blasdel expressed enthusiasm for partnering with the library and mentioned they had been considering reaching out themselves. Cooper shared that his wife is a frequent library user and a fan of the Library's streaming service Kanopy. The meeting highlighted a shared interest in community engagement and set the stage for future partnerships between the library and Boulevard Theatres.

Enrichment Librarian Jenny Durham received an email from Teresa Veazy, the Community Services Representative for City Council Districts 2 and 5, who invited her to present a talk on the topic of Media Literacy for the Leadership Wichita event in September. Jenny had met Teresa in January when she presented a talk on the same topic for Wichita Professional Communicators’ monthly luncheon. After Jenny enthusiastically accepted the invitation, Teresa’s response to the email, which copied in Education and Engagement Manager Savannah Ball and Adult Literacies Manager Steven Kelly, included the following: “Steven and Savannah, please know how much of a TREASURE you have in Jennifer, particularly her expertise when it comes to media literacy. She is an excellent speaker and a wonderful ambassador for the Library. Gold stars for her!”

The Book Bus was out of commission the April 1-17. It was taken to Rusty Eck Repair shop, but even after getting a new fuel pump it would not start up. The cause of the problem turned out to be corrosion in the fuse box. The bus has been working fine since the fix, but in light of that issue, staff are working on getting an alternative to the bus in place in case of future maintenance issues. This will involve using the library’s second delivery van as a backup with books and other items being loaded for stops.

Education and Engagement Manager Savannah Ball worked with Community Services Representative Becca Johnson to host a Neighborhood Leadership Conference at the Advanced Learning Library on April 28th. The conference was designed to bring together fledgling and experienced leaders across all the neighborhoods of Wichita. Sessions focused on ways to create and run neighborhood associations, foster connections amongst neighbors, and generate new ideas to bolster thriving communities. Savannah presented a session on the importance of Third Places, like the Wichita Public Libraries, designed to bring community members together in the different areas of Wichita.

In partnership with the United Way of the Plains, the Wichita Public Library has started to recruit volunteer reading mentors for their pilot Summer Literacy League program. Designed for 2nd and 3rd graders, this program pairs young readers with adult reading mentors who will help them practice reading skills and complete the library’s Summer Reading Program. Each weekly session offers a supportive, fun environment where kids can explore new books, strengthen their literacy skills, and develop a lifelong love of reading.

Education and Engagement Manager Savannah Ball is working with staff at United Way and Wichita Collective Impact to plan a family literacy event at the Angelou Branch Library in August. The event will bring together community resources that help families with literacy skills.

The Adult Literacies Department has been working on an effort to collaborate more with other workgroups to provide adult literacy services. Recently, Enrichment Librarian Jenny Durham collaborated with the Technology Training department for a program that taught customers how to use the Cricut and sewing techniques to create a travel pillow project. Jenny is also working with Youth Services on planning a teen crochet program, a potential community crochet hat drive at the Angelou Branch, and a teen media literacy presentation with Teen Librarian Lexi Ternes. Empowerment Librarian Kelly Fabrizius recently collaborated with Tech Trainers for a Canva class geared toward business owners. Inspiration Librarian Daniel Pewewardy is collaborating with Family Literacy Coordinator Racine Zackula to host a major outreach project for the Wichita music event Somewhere Fest in June. Education and Engagement Manager Savannah Ball appreciates their effort in working together to provide a broader range of expertise to the entire library system.

The Wichita Public Library's plan to bring onboard 7 AmeriCorps members this summer as Summer Reading Program Assistants is facing a significant roadblock. The AmeriCorps volunteer program the Library was partnering with has lost its funding. This development is part of a broader initiative by the Department of Government Efficiency (DOGE) to reduce federal expenditures, which includes a 41% cut to AmeriCorps' annual budget, and the canceling of all AmeriCorps funding grants in Kansas and all across the country. This cut happened without warning on Saturday, April 26, while WPL was actively recruiting for these roles. These positions were to play a crucial role in promoting and managing our Summer Reading Program, assisting with youth programming, helping customers find youth materials, and supporting various other tasks that will expand our summer program offerings. Staff are now looking for other ways to achieve the Library's goal of increasing Summer Reading Program participation and expanding educational programming with some other form of staff assistance.

Other News

The Library received full funding for federal Universal Services (erate) funding for new network equipment to modernize the Library's internet service. This equipment purchase is a continuation of the network modernization project started in 2024. The Library was eligible for an 85% discount, which resulted in a \$307,281.80 in reimbursement, with the Library paying the remaining \$54,226.20.

The Library received full funding for federal Universal Services (erate) funding next year's internet service through IdeaTek. This internet service is a continuation of the Library's existing contract. The Library was eligible for a 90% discount, resulting in a \$73,150.00 reimbursement, reducing the annual internet payment to \$7,350. In addition, starting under the contract renewal in July, all Library locations will have 1 Gbps internet speed.

A grandmother visited the Westlink Branch Library with her grandchild and was excited to see the branch's Sensory Room. Her grandchild is autistic and loved the room. The grandmother thanked staff for thinking about all kinds of kids when doing the remodel and was excited to be able to add the library to places that are welcoming to her grandchild.

Community Services Librarian Parker Daniel was one of several representatives from local organizations to attend the KC Gardens trip organized by the Wichita Health & Wellness Coalition. The group traveled to Kansas City to visit New Roots for Refugees Juniper Gardens Training Farm, KC Farm School, Kanbe's Markets Warehouse, and the Kansas City Community Gardens. The trip was focused on learning how Kansas City organizations are empowering local growers, shrinking food deserts, and positively impacting their community through gardening and produce distribution programs. The insights gained at this event will help Wichita Public Library develop its own community garden program at the Maya Angelou Library.

The City of Wichita started its distribution of low-flow shower heads and sink aerators as part of its water conservation efforts. At the Westlink Branch Library, on the first day of distribution customers were waiting at the door before opening to get them. During the day, the branch distributed 59 showerheads, more than a third of what they received, and 27 sink aerators.

As part of finalizing the Maya Angelou Branch Library remodel, temporary shelving was removed and permanent shelving installed the week of April 14. The new shelving allows for a modern, bright feel, provides excellent sight lines around the facility, and is interchangeable with all other remodeled branch locations shelving, which will help when making changes down the road. In order to make this change, all materials had to be removed from the temporary shelving, kept in order, and placed on new shelving. This was a large undertaking, and the Wichita Public Library is very thankful for the assistance of the Public Works and Utilities department in helping with the removal of the temporary shelving.

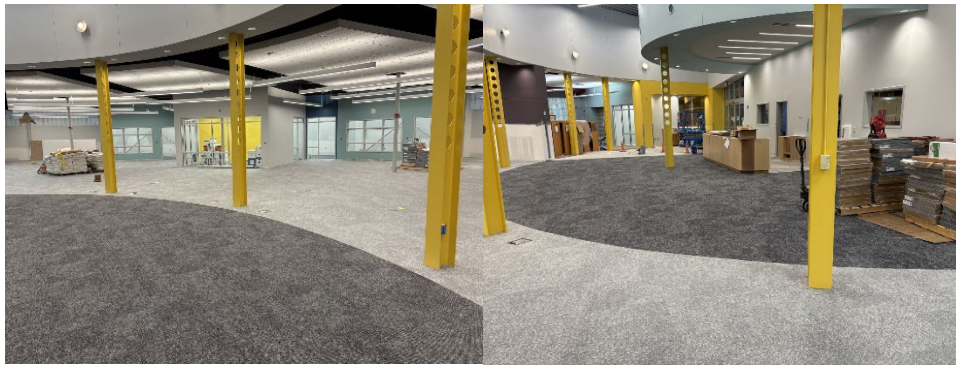


The Rockwell Branch remodel is moving forward as they finished MEP wall rough-in and continued overhead rough-in. They also continued rework of the existing overhead electrical and pulled wire in the conduit for lighting circuits. Interior wall/soffit framing was completed. Vendors began insulating the exterior walls, started hanging sheetrock in the mechanical rooms, and continued laying brick in. Completed inspections included framing, rough electrical, rough plumbing, and final gas piping, which all passed.

Furniture and shelving are on order for Rockwell Branch.

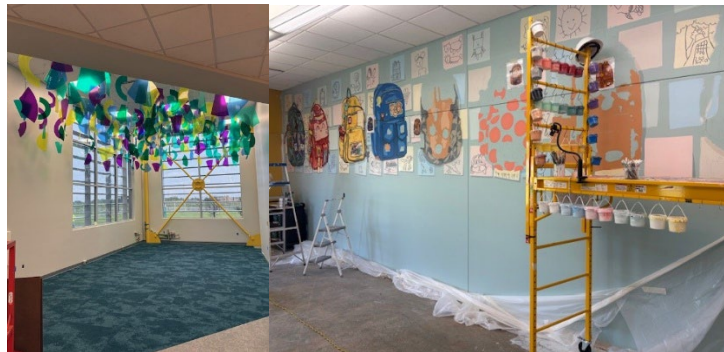
At the Alford branch construction continues, including installation of carpet and base. Hutton finished patching drywall, installed the front desk, and installed doors/hardware for the new meeting rooms. They also demoed the carpet in the children's area. Vendors templated for the front desk countertops, painted the areas that were patched and started final painting, as well as measured the wood doors in

the new meeting rooms for glass. Electrical was roughed in for the front desk and was trimmed out in floor boxes where the carpet was installed.



Furniture is on order for the Alford Branch.

Art installations at Alford are progressing well. The Children's Artist is halfway done with her mural and the Teen Artist has finished hanging her art.



On April 19, Inspiration Librarian Daniel Pewewardy hosted another installment of the Third Place on Second Street (TPoSS) program, this time featuring a live DJ—WPL's own Kyle Holly. There were coloring sheets, activity pages, and a curated selection of books on nature and the environment for attendees to explore while enjoying the music. While the event was primarily attended by adults, a few toddlers from the neighboring Children's Pavilion briefly dropped in for a quick dance. Toward the end of the event, a group of high school students arrived at the library to take prom photos. Staff invited them into the Children's Theater, where the DJ setup and lighting transformed the space into an impromptu mini-prom. The students and photographer loved the idea and about a dozen prom-goers had their pictures taken during the program. Despite the rainy weather that day, 21 people attended.

On Wednesday April 9, the Adult Literacies Department hosted musician and songwriter David G. Smith for the Big Read edition of Senior Wednesday. David played an hour-long set of folk and country songs focused on a theme of music being for everyone. Each song was introduced with a personal story, and David actively engaged with the crowd throughout the performance. In attendance were David's wife and daughter; his daughter and several grandchildren live in Wichita. He shared that performing here is especially meaningful because it allows him to spend time with family and serve the community. Customers shared that they were happy to see musical talent brought to the library.

Adult Literacies Manager Steven Kelly led four book discussion groups for the Library's Big Read program—two at the Advanced Learning Library and two at the Evergreen Branch—where participants

talked about this year's selection, *Sitting Pretty* by Rebekah Taussig. The discussions were lively, with topics ranging from how attendees related to the author's struggles with living in a world where disability doesn't seem to be factored into our cities' infrastructure, to reflections on the balance between wanting to help others with disabilities while also respecting their autonomy. One of the group leaders later reached out to Steven to ask for recommendations for next year's book choices for their group, as they were impressed with the Library's thoughtful contributions to their usually self-directed discussions and selections.

For Earth Week, Enrichment Librarian Jenny Durham facilitated two programs related to environmental awareness. The first program was this month's Tuesday Topics program featuring a speaker from Audubon of Kansas who talked about the diminishing bird population in the U.S. and beyond. The second program was about Citizen Science (also known as Community Science), presented by staff from the Great Plains Nature Center. The presenters talked about how regular folks can participate in scientific research in ways that help scientists and benefit the world, especially since they can offer different perspectives and collect huge amounts of data that scientists themselves may not be able to get otherwise. The presenters also shared several projects that people can contribute to right away. Both of these programs generated strong interest from participants, leaving many wanting to learn more about what they can do to improve our world.

On Friday April 26, Inspiration Librarian Daniel Pewewardy attended the annual Fidelity Bank Volunteer Fair, an event that connects Fidelity employees with opportunities to give back to their community. Pewewardy spoke with Fidelity staff about volunteer opportunities at the Advanced Learning Library working with children and their families, as well as the Walters Branch in assisting with tech training. At one point, two students from Harry Street School visited the table, and instead of the normal complement of informational pamphlets, Pewewardy handed out some squeezable shark toys (leftover trinkets from the 2023 Summer Reading Program). Word about this quirky giveaway spread quickly, and soon several visitors came by just to snag a shark. This turned into several great conversations about the library and everything it offers. Many attendees were impressed by how much the library has evolved and promised to visit their local branch soon. By the end of the event, over 50 people had visited the table, making the Volunteer Fair a great success.

Family Literacy Coordinator Racine Zackula made appearances with the Book Bus on Career Days at Kessler and at L'Ouverture Elementary School. She discussed work librarians do in helping other people, the free opportunities for life enrichment at the library, and how life-long learning can help a person become happier. Between the two appearances, she talked to 472 children and staff about libraries.

Angelou Community Services Librarian Parker Daniel attended the Greater Wichita Housing Conference to learn about resources for community members who are unhoused. He heard from several city and nonprofit leaders about strategies and methodologies for reaching unhoused community members and connecting them with services. He learned about the Coordinated Entry program, received overdose & Naloxone training, and learned more about the city's housing voucher program. Parker asked Mandy Chapman Semple of Clutch Consulting Group during a Q & A how libraries can serve the homeless in their communities. She advised installing social workers in libraries

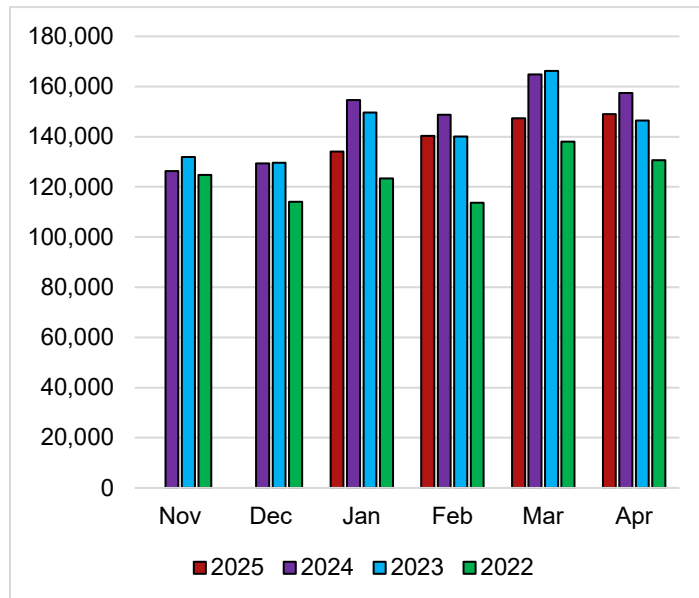
and targeting outreach and readers' advisory to our unhoused community as libraries are natural access points for people securing housing, employment, and social services.

The ALL had a 22% circulation increase over April 2024. Total checkouts and renewals for the ALL came to 45,897, which is only 3,351 materials fewer than what was checked out and renewed in April 2019 (the current gold standard year). Initial checkouts were down 1,891 items (7%) while renewals were up 10,244 items (103%). The highest circulating collection was adult nonfiction with 6,862 checkouts and renewals, followed by children's picture books, with 5,919 circulations.

Library Assistant Zoe Burgess noticed a local artist making copies on the Special Collections copier. She suggested he contact the head of Special Collections to arrange to display his works. Bryce McCoy, who paints landscapes in gouache, installed many of his colorful nature scenes in the locked cases in Special Collections. He began his artistic life several years ago by taking watercolor classes at City Arts, and has developed into a talented artist.

Service Dashboard

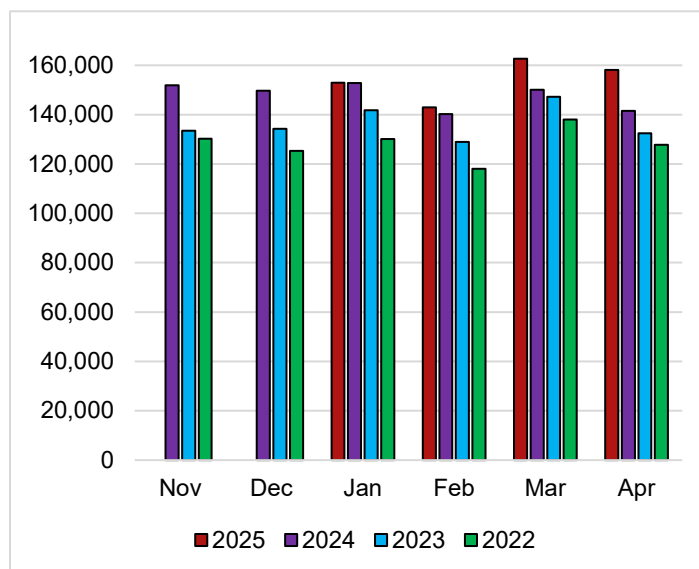
LIBRARY VISITS (door count, catalog sessions, and website visits)



APRIL

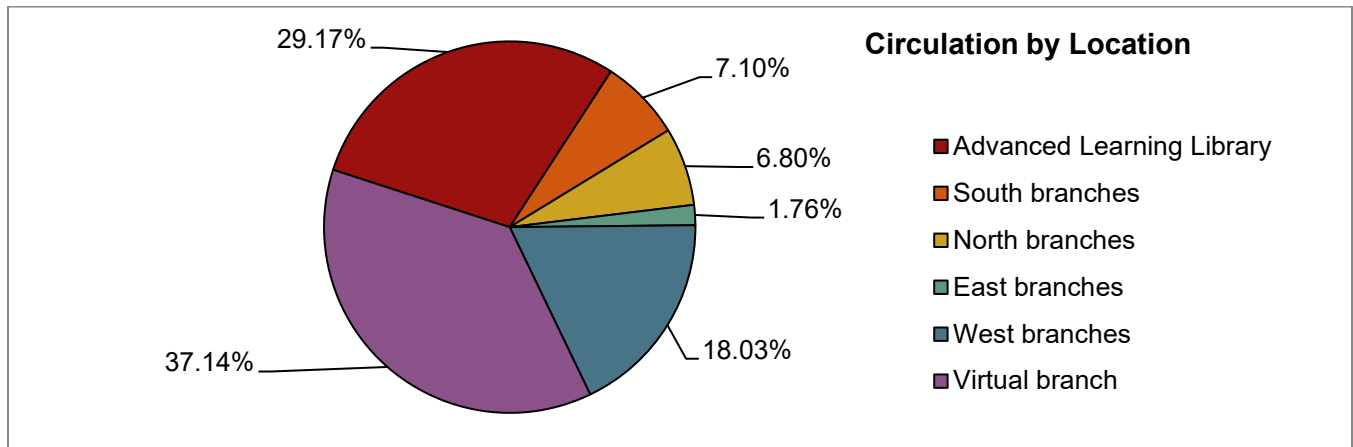
	2025	2024	% change
Door Counts	56,625	53,490	5.86%
Catalog Log-ins	30,805	36,932	-16.59%
Website Visits	61,325	66,589	-7.91%
CONTENTdm Users	314	427	-26.46%
Total	149,069	157,438	-5.32%

CHECKOUTS

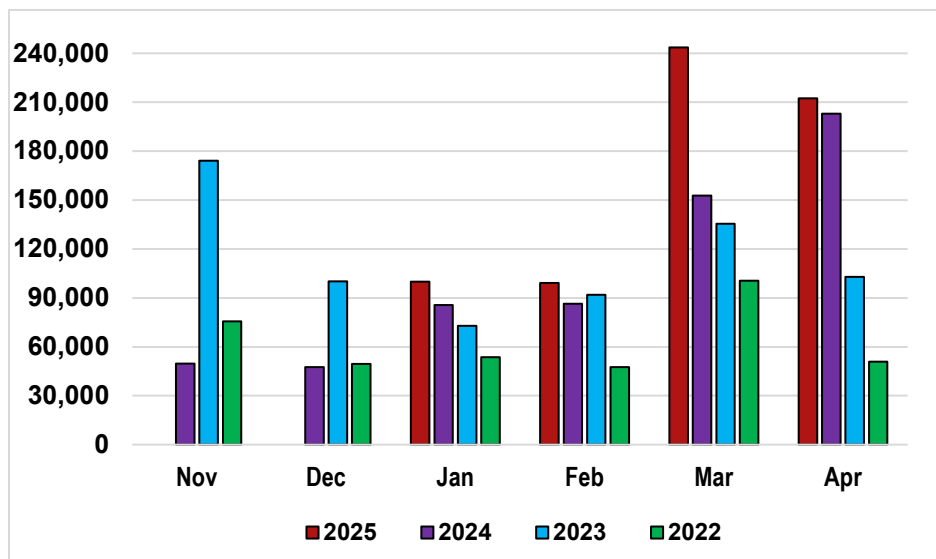


APRIL

	2025	2024	% change
Physical Circulation	99,373	86,030	15.51%
Virtual Circulation	58,708	55,531	5.72%
WPL	51,423	48,232	6.62%
State	7,285	7,299	-0.19%
Total	158,081	141,561	11.67%



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

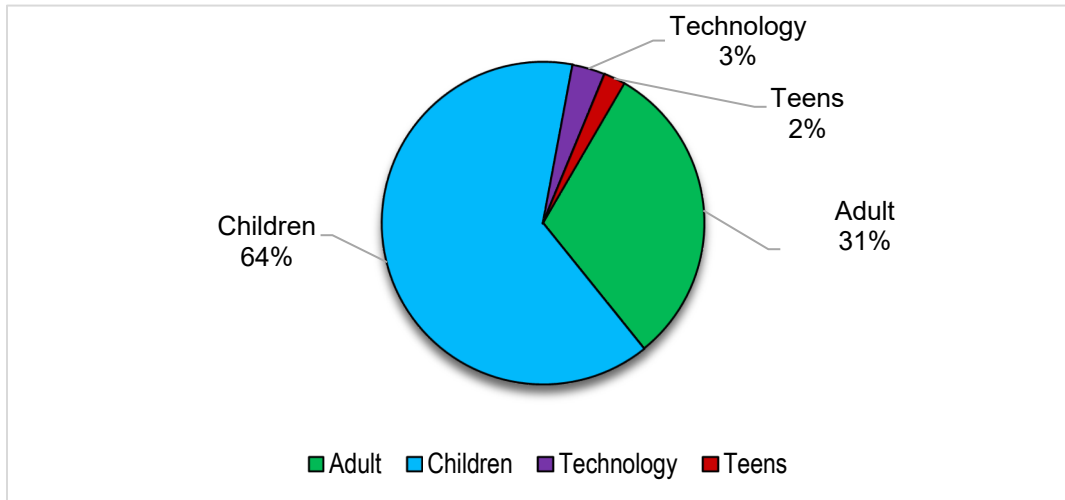


APRIL

	2025	2024	% change
Reference Questions	6,972	7,158	-2.60%
Database Searches	202,554	192,394	5.28%
Technology Assistance	4,376	3,249	34.69%
Book-A-Librarian Appointments	347	280	23.93%
Total	214,249	203,081	5.50%

Usage for the Auto Repair Source database was not available by this report's publishing date.

PROGRAM ATTENDANCE

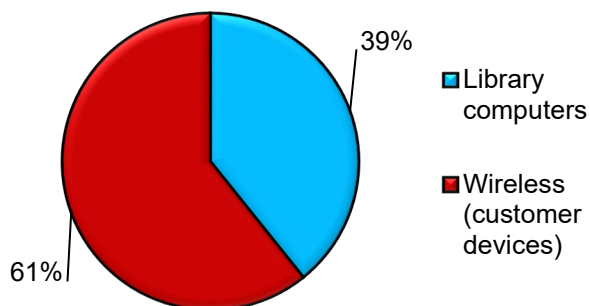


APRIL ATTENDANCE

	2025	2024	% change
Adult events	1,478	1,415	4.45%
Children's events	3,049	2,453	24.30%
Technology training	156	121	28.93%
Teen events	103	139	-25.90%
TOTAL	4,786	4,128	15.94%

PUBLIC COMPUTING

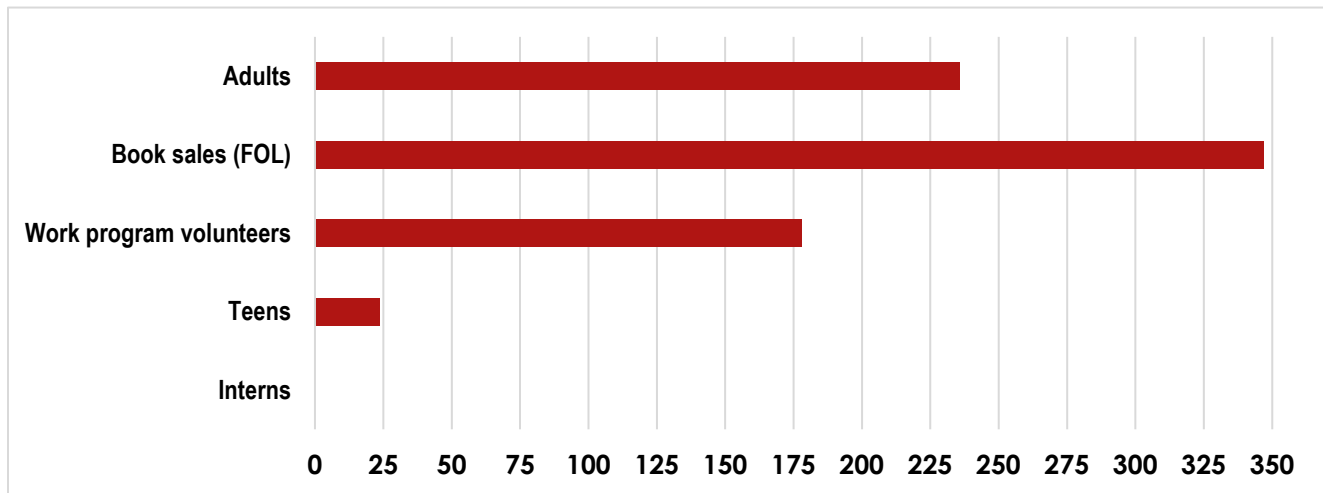
Method of Computing Access (by session)



APRIL

	2025	2024	% change
Workstation Sessions	6,297	5,957	5.71%
Wireless Sessions	9,750	11,306	-13.76%
Number Users	1,526	1,520	0.39%
Hours of Access	14,551	11,575	25.71%

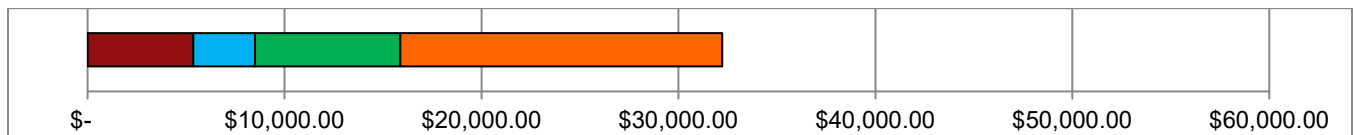
VOLUNTEERS (hours of service)



Number of volunteers YTD = 83

Hours of service YTD = 2,833

MATERIALS DONATIONS (value if purchased)



Year to date total = \$32,231.97

Items added to Library collections YTD = 1,382

Service Snapshot: Recent Raving Fans Stories

A customer came to the Alford Branch Library to apply for a copy of his certification of naturalization. Library Assistant Carrie Hosford helped him create an account on USCIS as well as with the application process as he was not well-versed with technology. When he left to get a passport photo that was needed for the application Carrie let him know she would be available through the evening and that she could continue to help him. Once he returned, staff scanned and uploaded several documents and figured out how to attach what he needed to the application. He asked, "How much do I owe you?" a couple of times and Carrie responded with "Nothing!" He was incredibly relieved, happy, and grateful, and said there was no way he would have been able to do this without the help of library staff.

A family visited the recently remodeled Maya Angelou Branch Library for the first time. Their 8-year-old child was wowed as he entered the front door and saw the toys, coloring books and colored pencils, discovered the kids' graphic novels area, and the sunroom. He exclaimed "This is the best library ever and has everything I want!" As the family checked out items, the kids got to pick a sticker to take with them and they all left with smiles on their faces.

On Wednesday April 2, Empowerment Librarian Kelly Fabrizio helped a customer conduct research to prepare for an upcoming presentation about leadership initiatives in the Wichita community. Kelly guided her through library resources to help her find the necessary info. Together they reviewed all of the survey questions and found relevant sources and statistics so that she felt confident speaking about the survey with her group. She was very excited and felt that all of the resources that Kelly provided gave her a solid grasp on the subject and prepared her to lead a strong and well-informed discussion. Kelly went above and beyond helping this customer, rearranging her schedule within a day's notice to make sure she could get the research she needed within a tight deadline.

On Monday April 7, Library Assistant Grace Wilkinson helped a customer find some older writings by Euclid, since he was looking for information about foundational mathematics. Grace explained to him the Library's reference collection and how translations of older works would likely look a little different in the catalog due to unique details about how they're compiled and published. They also informed him about WorldCat searches on the Library's website to request interlibrary loans for books on specialized topics like this, which he was very excited about.

Senior Library Assistant Michael Apinyakul helped two customers sitting side-by-side at the public computers filling out and attaching resumes to emails. Both customers were older and re-entering the workforce, and admitted they had difficulty navigating computers. Michael walked them both through the process and explained various ways of saving their resumes, including Google Docs, thumb drives, and emailing PDF attachments to themselves. The resumes were successfully attached and sent and the two customers seemed to have a meaningful conversation about searching for work and sharing resources that they've found useful. They were both very thankful that they could come to the library and walk away with the application process completed.

On Tuesday April 15, Empowerment Librarian Kelly Fabrizio met with a board member for several local nonprofits to provide her with a private tutorial of the Foundation Directory databases so that she could assist her organizations in looking for grants. She was very excited to get this information and emailed Kelly afterwards: "Thank you so much for sharing the time to help me navigate

the Candid-Foundation website. It was so, so helpful and much appreciated! I had tried to use the platform months ago, but quickly got overwhelmed b/c I wasn't familiar with it. But thanks to you, I have confidence in using it, and trying to help wonderful nonprofits who are doing such great work in the community! Much, much gratitude to you and your colleagues at the Wichita Public Library! You all are always so helpful, patient and just tremendously talented, kind and the list goes on!"

Enrichment Librarian Jenny Durham was approached by a patron who wanted to check out items but was unable to do so due to charges on her account. The patron was aware of a balance owed, but asked Jenny to make an exception for her. The patron revealed that she was currently trying to leave a violent relationship, and Jenny noticed the items the patron wanted to check out all dealt with domestic violence. Jenny identified the urgency of the situation and made the decision to check out the items, albeit with a shorter loan period. Jenny also subtly asked the patron if she was in danger or needed other resources. Following this interaction, Jenny emailed Circulation to inform them of the situation, which resulted in Circulation waiving the patron's fees. It's commendable that Jenny identified a potentially dangerous situation and used good judgement to provide the patron with access to the resources they needed.

Walters Branch Library Community Services Librarian Robin Dauster helped a customer gain access to prior years' W-2s from a previous employer. The customer was not fluent with computers or any other technologies, so Robin helped by walking the customer through the process of what to do to obtain the W-2s. She then assisted the customer with resetting the patrons HR account, setting up a new username & password, and adeptly handled several other hurdles that popped up during their interaction. Robin was very professional and went above and beyond for this patron, and the customer was incredibly thankful, making a display of emotion upon completion and giving Robin lots of hugs.

Senior Library Assistant Robert Tucker and Senior Librarian Michelle Enke were able to track down newspaper articles on a student's winning the state wrestling championship in the 1950s. He responded, "Michelle and Robert-Thank you so much, for your efforts, and getting the Eagle article tracked down - that I asked you to hunt and find. That is so greatly appreciated, and will be when it is shared with our kids, grandkids (and as of now - one great grandson). I think I remember, when we discussed the request - there can be a research and copy fee for the Library expending these kind of efforts. I would like to pay "the going rate" for the results you provided, and if you'll tell me the \$ amount, and if the Library wants me to mail a check or send electronically - please say your preference and provide the address or ph no, for me to get this taken care of. You have made a major contribution to making a bunch of people very happy! Thank you again, Jim"

At the Angelou Branch Library, Rockwell branch manager John Cleary helped a customer navigate a public computer. The customer was working on a social service application for help with utilities and was not comfortable with scanning documents or sending email attachments, which the application required. John showed the customer how to scan and email by demonstrating with the customer's documents, and the customer was extremely grateful for John's assistance and for being able to learn something in the process. The customer left with a big smile on her face and repeated "Thank you's" for the computer help given and for the free low-flow showerhead the City of Wichita provided.

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
April 15, 2025.

The hybrid meeting of the Library Board of Directors was held on Tuesday April 15, 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. Robin Templin, Ms. Susie Ternes, and Mr. Jonathan Winkler. The following attended virtually: Ms. TaDonne Neal, Ms. Karyn Shorter, and Mr. Adam Smith.

Call to Order

Lauren Hirsh called the meeting to order at 12:02 p.m., a quorum being present.

Approval of the Agenda

Robin Templin moved (Oswald) to approve the agenda as published. **Motion carried unanimously.**

Staff Presentation

Kristi Dowell, Customer Experience Division Manager, described the Customer Experience Model (CEM) that has been newly developed by the User Experience Team. This model is designed to function as a framework to outline, formalize, and standardize the Library's approach to customer experience. The overall goal is to create an aligned service with a customer-centric culture.

The process of creating the CEM began in early 2024 and included staff engagement and feedback through meetings, staff word cloud exercises, and leadership team approval. The User Experience Team (now the Customer Experience Team) filtered staff comments and word cloud results for reoccurring themes and points that were significant for staff, so that each team member could create draft models. These were merged into a blended model. The leadership team then reviewed this draft, making minimal edits, and discussed the creation of supplemental pages, implementation of the CEM, and the staff support necessary for success.

In March 2025, a customer experience survey was conducted to obtain a baseline of customer opinions regarding their experiences at the library and ideas for improvement. Next steps in implementing the CEM include supervisors ensuring all staff are on the same page with expectations and roles, updating the process for onboarding new hires, and adding new pages to the CEM that outline actionable steps.

Brandi Newry and Karyn Shorter arrived.

Approval of Minutes

Minutes of the regular meeting held on March 18, 2025 were presented. Susie Ternes moved (Balderas) to approve the minutes as included in board packets. **Motion carried**

unanimously.

Unfinished Business

None

New Business

None

Finance Committee Report

On behalf of the Finance Committee, Brandi Newry moved to approve the March 2025 finance report and supplemental bills in the following amounts: General Fund bills of \$985,265.94; Grant Fund bills of \$9,293.31; and Gift Bills of \$5,729.43, for a total of \$1,000,288.68. **Motion carried unanimously.**

On behalf of the Finance Committee, Brandi Newry moved to approve payment of the Sedgwick County Zoo invoice in the amount of \$13,200.00. Motion **carried** with one abstention from Adam Smith.

On behalf of the Finance Committee, Brandi Newry moved to approve payment of the Newspapers.com invoice in the amount of \$22,886.96. **Motion carried unanimously.**

On behalf of the Finance Committee, Brandi Newry moved to approve the South Central Kansas Library System Grant FY 2025 proposed budget and authorize staff to submit the contract to the City Council for review and proposal. **Motion carried unanimously.**

Operations Committee Report

Jonathan Winkler reported that the committee met and discussed the CME, progress of branch remodels, and federal funding cuts to the IMLS.

Planning & Facilities Committee Report

Director Nix reported that the committee discussed branch renovations, the ribbon cuttings for Westlink on May 10 and Angelou on May 31, and the theft of a 3D printer and supplies from the Advanced Learning Library.

Public Affairs Committee Report

Kurt Oswald reported that the committee met new members from the Foundation (Kourtney Carson and Toni Porter) and the Friends (Angie Prather), who have joined to increase synergies among organization efforts. The committee discussed a library support campaign, as well as a meeting that was held recently with Mayor Lily Wu to discuss library programs and the continuing need to keep library priorities in front of decision-makers. Susie Ternes gave a multimedia presentation sharing Library Board members' experiences visiting branches. For

April, board members are encouraged to attend a District Advisory Board meeting for their district and to post about it on social media. The advocacy toolkit is in its final draft and will soon be brought up for review.

Special Committee Reports

Friends of the Library – Erin Shields reported library merchandise is in the bookstore for sale. The most recent book sale went well and the next one will take place in July. The annual Volunteer Luncheon is being held on April 25 at the Advanced Learning Library.

Library Foundation - Kourtney Carson reported that work continues on the capital campaign with a recent donation from Hutton Construction. Library Day of Giving was April 1; while an increase was seen in the number of donations, the donation amounts were down from previous years.

Wichita Genealogical Society (WGS) – Margaret Cramer reported that membership now stands at 161 persons. Plans are being made for the annual conference in October and decisions are being made on specific products to be purchased for the Memory Lab.

Director of Libraries Report

Director Nix reported that the managed call center provided by Unique has been working well, with no negative experiences to report. Recruitment has started for seven AmeriCorps volunteers to assist with the Summer Reading program.

Remodeling continues at branches. The Library is coordinating with the Parks Department to install a StoryWalk at Alford.

Director Nix and Assistant Director Tammy Penland recently met with City staff as part of ongoing work on the 2026 budget. Performance measures and program options are being reviewed.

Announcements

None

Adjournment

The meeting was adjourned at 1:30pm.

The next regularly scheduled meeting will be May 20, 2025.

Respectfully submitted,

Jaime Nix

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Finance Committee Agenda
Tuesday, May 20, 2025, 11:30am
Green Collaboration Room 203, 2nd Floor
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

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

General Fund Bills	\$930,758.27
Grant Fund Bills	\$1,027.24
Gift & Memorial Fund Bills	\$722.57
<u>Total</u>	\$ 932,508.08

3. 2025 State Aid Grant
4. Approval of invoices over \$10,000 – McNaughton Leasing Plan
5. Approval of Invoices over \$10,000 – Reference Solutions
6. Other items from the committee

THE CITY OF WICHITA



YTD

FOR 2025 04

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL	REVISED					AVAILABLE	PCT
100 General Fund	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED	
10000080 Wichita Public Library								
422110 Library Desk Receipts (Fines)	-95,000	-95,000	-21,926.37	-5,337.27	.00	-73,073.63	23.1%	
422111 Library Desk - Faxes	-10,000	-10,000	-2,648.00	-662.00	.00	-7,352.00	26.5%	
422112 Library Desk - Passports	-25,000	-25,000	-15,582.00	-3,115.00	.00	-9,418.00	62.3%	
423030 Meeting Room Rentals	-30,000	-30,000	-11,440.00	-2,515.00	.00	-18,560.00	38.1%	
424011 Copy Charges	-11,000	-11,000	-3,910.60	-524.40	.00	-7,089.40	35.6%	
424101 Public Computing Charges	-20,000	-20,000	-6,021.22	-1,407.12	.00	-13,978.78	30.1%	
646981 State Setoff Collections	-68,000	-68,000	-9,581.75	-2,987.41	.00	-58,418.25	14.1%	
646990 Other Non-Operating Revenue	0	0	-20.72	.00	.00	20.72	100.0%	
TOTAL Wichita Public Library	-259,000	-259,000	-71,130.66	-16,548.20	.00	-187,869.34	27.5%	
TOTAL General Fund	-259,000	-259,000	-71,130.66	-16,548.20	.00	-187,869.34	27.5%	

YTD

FOR 2025 04

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL	REVISED					AVAILABLE	PCT
290 Grants - Multi-year	APPROP	BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	BUDGET	USED	
80100324 South Central KS Library Sys24								
Y4806 SCKLS 24-South Central KS Libr								
524020 Travel & Training	18,416	18,416	9,085.16	1,027.24	.00	9,330.84	49.3%	
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	7,500.00	.00	151,900.00	-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	20,087.16	1,027.24	151,900.00	65,694.84	72.4%	
TOTAL South Central KS Library Sy	237,682	237,682	20,087.16	1,027.24	151,900.00	65,694.84	72.4%	
TOTAL Grants - Multi-year	237,682	237,682	20,087.16	1,027.24	151,900.00	65,694.84	72.4%	

YTD

FOR 2025 04

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	237,682	237,682	20,087.16	1,027.24	151,900.00	65,694.84	72.4%

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

YTD

REPORT OPTIONS

	Field #	Total	Page Break	
Sequence 1	1	Y	Y	Year/Period: 2025/ 4
Sequence 2	9	Y	N	Print revenue as credit: Y
Sequence 3	13	Y	N	Print totals only: Y
Sequence 4	11	Y	N	Suppress zero bal accts: Y
				Print full GL account: N
				Double space: N
Report title:				Roll projects to object: N
YTD				
				Carry forward code: 1
				Print journal detail: Y
Print Full or Short description: F				From Yr/Per: 2020/ 1
Print MTD Version: Y				To Yr/Per: 2020/ 1
Print Revenues-Version headings: N				Include budget entries: Y
Format type: 1				Incl encumb/liq entries: Y
Print revenue budgets as zero: N				Sort by JE # or PO #: J
Include Fund Balance: N				Detail format option: 1
Include requisition amount: N				
Multiyear view: D				

Find Criteria

Field Name	Field Value
Org	
Object	
Project	y4806
Rollup code	
Account type	Expense
Account status	

THE CITY OF WICHITA



YTD

FOR 2025 04

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
10000080 Wichita Public Library							
10001 Library - Personnel							
511000 Base Compensation	6,281,058	6,281,058	2,274,354.64	505,729.82	.00	4,006,703.36	36.2%
511950 Year-End Payroll Accrual	0	0	-236,795.62	.00	.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	9,869.35	1,564.16	.00	-8,069.35	548.3%
512051 Mileage Reimbursement	0	0	1,248.34	536.65	.00	-1,248.34	100.0%
513000 Overtime Compensation	0	0	1,461.09	410.38	.00	-1,461.09	100.0%
518200 Employer Wage Taxes & WC	543,275	543,275	190,233.95	42,217.55	.00	353,041.05	35.0%
518300 Employer Share EE Insurance	1,132,396	1,132,396	397,309.05	88,536.40	.00	735,086.95	35.1%
518400 Employer Share Pension/Retire	801,709	801,709	279,148.80	61,962.92	.00	522,560.20	34.8%
TOTAL Library - Personnel	6,708,840	6,708,840	2,916,829.60	700,957.88	.00	3,792,010.40	43.5%
10002 Library - Contractuals							
521011 Electricity - EDI	305,438	305,438	72,561.27	18,663.92	.00	232,876.73	23.8%
521021 Natural Gas - EDI	41,824	41,824	38,008.99	7,021.96	.00	3,815.01	90.9%
521030 Water Service	13,375	13,375	7,541.98	2,033.54	.00	5,833.02	56.4%
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	5,741.67	2,302.89	.00	-5,741.67	100.0%
521060 Local Telephone Service	8,000	8,000	1,074.60	268.65	.00	6,925.40	13.4%
521070 Internet Service	10,971	10,971	2,742.60	914.20	.00	8,228.40	25.0%
522010 PBX Line Charges	11,806	11,806	4,180.00	1,045.00	.00	7,626.00	35.4%
522020 PBX Instrument Charges	19,414	19,414	6,650.00	1,662.50	.00	12,764.00	34.3%
522040 Long Distance & Teleconferenc	1,000	1,000	166.35	52.20	.00	833.65	16.6%
522050 Pagers & Mobile Phones	0	0	207.20	92.40	.00	-207.20	100.0%
522060 Air Cards (Mobile Connect)	1,260	1,260	481.46	105.00	.00	778.54	38.2%
522070 Voicemail	3,968	3,968	1,360.00	340.00	.00	2,608.00	34.3%
522080 Automatic Call Distribution	786	786	262.00	65.50	.00	524.00	33.3%
523010 Building & Contents Insurance	172,088	172,088	43,022.00	.00	.00	129,066.00	25.0%
523020 Vehicle Liability Premiums	870	870	217.50	.00	.00	652.50	25.0%
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	144.00	.00	.00	336.00	30.0%
525013 Drug Screening	0	0	213.00	142.00	.00	-213.00	100.0%

THE CITY OF WICHITA



YTD

FOR 2025 04

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
525070 Background Checks	0	0	77.50	77.50	.00	-77.50	100.0%
525080 Service Contractors	0	0	36.22	.00	.00	-36.22	100.0%
525083 Textile Rental & Laundry Svcs	1,925	1,925	.00	.00	.00	1,925.00	.0%
525086 Interpreter Services	2,000	2,000	1,084.00	292.00	.00	916.00	54.2%
525094 Collection Agency Fees	21,500	21,500	4,261.65	1,364.60	.00	17,238.35	19.8%
525990 Other Professional Services	5,936	5,936	639.11	45.78	.00	5,296.89	10.8%
526010 Motor Pool Scheduled Charges	3,720	3,720	1,240.00	310.00	.00	2,480.00	33.3%
526020 Building Repair & Maint	7,240	7,240	.00	.00	.00	7,240.00	.0%
526041 Janitorial Services	0	0	685.00	.00	.00	-685.00	100.0%
526042 Pest Control Services	13,000	13,000	3,479.64	824.28	.00	9,520.36	26.8%
526044 Security & Fire Services	5,220	5,220	736.68	736.68	.00	4,483.32	14.1%
526070 Equipment Repair & Maint	5,421	5,421	5,579.82	547.50	.00	-158.82	102.9%
526092 Rent-Real Property	52,060	52,060	16,352.96	4,088.24	.00	35,707.04	31.4%
529010 Bank Charges	5,000	5,000	1,410.36	373.76	.00	3,589.64	28.2%
529020 Postage	6,000	6,000	1,227.60	403.20	.00	4,772.40	20.5%
529030 Shipping & Freight	1,000	1,000	240.80	68.96	.00	759.20	24.1%
529031 Delivery/Pick up	13,815	13,815	1,910.00	.00	.00	11,905.00	13.8%
529040 Subscriptions	84,000	84,000	366.30	33.50	.00	83,633.70	.4%
529051 Library Software/Licenses	159,233	159,233	7,059.48	7,059.48	.00	152,173.52	4.4%
529052 Library Subs-Electronic Matls	337,487	337,487	109,972.49	24,419.72	59,886.96	167,627.55	50.3%
529053 Library Svcs-Leased Matls	22,380	22,380	.00	.00	.00	22,380.00	.0%
529070 Printing/Copying/Scanning	30,000	30,000	7,765.96	3,882.37	.00	22,234.04	25.9%
529090 Shredding & Recycling Service	250	250	110.00	.00	.00	140.00	44.0%
529141 Software License & Maint Fees	550	550	9,948.46	.00	.00	-9,398.46	1808.8%
529150 Data Center Charges	1,196,619	1,196,619	432,671.80	108,167.95	.00	763,947.20	36.2%
529160 Licenses & Permits	595	595	.00	.00	.00	595.00	.0%
529990 Other Contractuals	5,033	5,033	156.00	48.00	.00	4,877.00	3.1%
TOTAL Library - Contractuals	2,586,408	2,586,408	791,586.45	187,453.28	59,886.96	1,734,934.59	32.9%
10003 Library - Commodities							
531010 Computing Supplies	0	0	765.00	765.00	.00	-765.00	100.0%
531020 Office Supplies	64,339	64,339	18,822.50	7,896.75	.00	45,516.50	29.3%
531030 Custodial Supplies	5,000	5,000	906.18	224.75	.00	4,093.82	18.1%
532020 Automotive Parts & Supplies	450	450	106.30	46.31	.00	343.70	23.6%
532990 Other Equip Parts & Supplies	0	0	91.00	.00	.00	-91.00	100.0%
539012 Gasoline	7,234	7,234	1,367.17	328.98	.00	5,866.83	18.9%
549010 Furniture & Fixtures <\$5k	9,490	9,490	3,073.45	2,177.53	.00	6,416.55	32.4%
549020 Data Processing Equip <\$5k	9,665	9,665	1,138.00	1,138.00	.00	8,527.00	11.8%
549110 Library Materials	452,067	456,739	63,759.19	29,769.79	2,072.53	390,906.97	14.4%
TOTAL Library - Commodities	548,245	552,917	90,028.79	42,347.11	2,072.53	460,815.37	16.7%
TOTAL Wichita Public Library	9,843,493	9,848,165	3,798,444.84	930,758.27	61,959.49	5,987,760.36	39.2%

Wichita Public Library General Fund Bills

April 2025

Org: 10000080

10001 - Library - Personnel

1B - Base Compensation

511000 Base Compensation

Payroll, PP04.11.25	\$252,597.98
Payroll, PP04.25.25	\$621.70
Payroll, PPE042525	\$252,510.14

Total 511000 Base Compensation	\$505,729.82
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Total 1B - Base Compensation	\$505,729.82
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1F - Special Compensation

512000 Special Compensation

Payroll, PP04.11.25	\$1,060.35
Payroll, PPE042525	\$503.81

Total 512000 Special Compensation	\$1,564.16
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512051 Mileage Reimbursement

Payroll, 1741	\$13.16
Payroll, 1983	\$257.66
Payroll, 2481	\$147.25
Payroll, 2583	\$118.58

Total 512051 Mileage Reimbursement	\$536.65
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Total 1F - Special Compensation	\$2,100.81
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1J - OT Compensation

513000 Overtime Compensation

Payroll, PP04.11.25	\$239.04
Payroll, PPE042525	\$171.34

Total 513000 Overtime Compensation	\$410.38
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Total 1J - OT Compensation	\$410.38
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1N - Employee Benefits

518200 Employer Wage Taxes & WC

Payroll, PP04.11.25	\$21,111.81
Payroll, PP04.25.25	\$53.75
Payroll, PPE042525	\$21,051.99

Total 518200 Employer Wage Taxes & WC	\$42,217.55
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518300 Employer Share EE Insurance

Payroll, PP04.11.25	\$44,313.33
Payroll, PPE042525	\$44,223.07

Wichita Public Library General Fund Bills

April 2025

Total 518300 Employer Share EE Insurance	\$88,536.40
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518400 Employer Share Pension/Retire

Payroll, PP04.11.25 \$30,940.22

Payroll, PP04.25.25 \$93.07

Payroll, PPE042525 \$30,929.63

Total 518400 Employer Share Pension/Retire	\$61,962.92
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Total 1N - Employee Benefits	\$192,716.87
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Total 10001 - Library - Personnel	\$700,957.88
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10002 - Library - Contractuals

2B - Utilities

521011 Electricity - EDI

EVERGY KANSAS SOUTH INC \$18,663.92

Total 521011 Electricity - EDI	\$18,663.92
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521021 Natural Gas - EDI

BLACK HILLS UTILITY HOLDING INC \$383.06

ENCORE ENERGY SERVICES \$3,878.56

ONE GAS INC \$2,760.34

Total 521021 Natural Gas - EDI	\$7,021.96
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521030 Water Service

City of Wichita \$2,033.54

Total 521030 Water Service	\$2,033.54
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521055 Trash Service - EDI

WASTE MANAGEMENT OF KANSAS INC \$2,302.89

Total 521055 Trash Service - EDI	\$2,302.89
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Total 2B - Utilities	\$30,022.31
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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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521070 Internet Service

P-CARD ONE-TIME PAY \$914.20

Total 521070 Internet Service	\$914.20
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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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Wichita Public Library General Fund Bills

April 2025

522020 PBX Instrument Charges

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

City of Wichita	\$52.20
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Total 522040 Long Distance & Teleconference	\$52.20
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522050 Pagers & Mobile Phones

P-CARD ONE-TIME PAY	\$92.40
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Total 522050 Pagers & Mobile Phones	\$92.40
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522060 Air Cards (Mobile Connect)

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

City of Wichita	\$340.00
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Total 522070 Voicemail	\$340.00
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522080 Automatic Call Distribution

City of Wichita	\$65.50
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Total 522080 Automatic Call Distribution	\$65.50
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529150 Data Center Charges

City of Wichita	\$108,167.95
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Total 529150 Data Center Charges	\$108,167.95
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Total 2F - Technology Charges	\$112,713.40
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2R - Professional Svcs

525013 Drug Screening

KELLY COMPLIANCE INC	\$142.00
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Total 525013 Drug Screening	\$142.00
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525070 Background Checks

TRUVIEW BSI LLC	\$77.50
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Total 525070 Background Checks	\$77.50
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525086 Interpreter Services

SIGN LANGUAGE INTERPRETING SERVICES	\$292.00
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Total 525086 Interpreter Services	\$292.00
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525094 Collection Agency Fees

UNIQUE MANAGEMENT SERVICES INC	\$1,364.60
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Total 525094 Collection Agency Fees	\$1,364.60
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525990 Other Professional Services

City of Wichita	\$45.78
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Wichita Public Library General Fund Bills

April 2025

Total 525990 Other Professional Services	\$45.78
Total 2R - Professional Svcs	\$1,921.88
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	\$824.28
Total 526042 Pest Control Services	\$824.28
526044 Security & Fire Services	
P-CARD ONE-TIME PAY	\$736.68
Total 526044 Security & Fire Services	\$736.68
526070 Equipment Repair & Maint	
BURNS BOYS CO INC	\$547.50
Total 526070 Equipment Repair & Maint	\$547.50
526092 Rent-Real Property	
CO CO PROPERTIES LLC	\$4,088.24
Total 526092 Rent-Real Property	\$4,088.24
Total 2V - Bldg & Equip Charges	\$6,506.70
2Z - Other Contractuals	
529010 Bank Charges	
City of Wichita	\$373.76
Total 529010 Bank Charges	\$373.76
529020 Postage	
P-CARD ONE-TIME PAY	\$403.20
Total 529020 Postage	\$403.20
529030 Shipping & Freight	
P-CARD ONE-TIME PAY	\$68.96
Total 529030 Shipping & Freight	\$68.96
529040 Subscriptions	
P-CARD ONE-TIME PAY	\$33.50
Total 529040 Subscriptions	\$33.50
529051 Library Software/Licenses	
P-CARD ONE-TIME PAY	\$7,059.48
Total 529051 Library Software/Licenses	\$7,059.48
529052 Library Subs-Electronic Matls	
OVERDRIVE INC	\$24,419.72

Wichita Public Library General Fund Bills

April 2025

Total 529052 Library Subs-Electronic Matls	\$24,419.72
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529070 Printing/Copying/Scanning

City of Wichita	\$3,882.37
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Total 529070 Printing/Copying/Scanning	\$3,882.37
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529990 Other Contractuals

P-CARD ONE-TIME PAY	\$48.00
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Total 529990 Other Contractuals	\$48.00
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Total 2Z - Other Contractuals	\$36,288.99
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Total 10002 - Library - Contractuals	\$187,453.28
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10003 - Library - Commodities

3B - Supplies

531010 Computing Supplies

TECH LOGIC CORPORATION	\$765.00
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Total 531010 Computing Supplies	\$765.00
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531020 Office Supplies

City of Wichita	\$2,285.31
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P-CARD ONE-TIME PAY	\$5,611.44
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Total 531020 Office Supplies	\$7,896.75
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531030 Custodial Supplies

P-CARD ONE-TIME PAY	\$224.75
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Total 531030 Custodial Supplies	\$224.75
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Total 3B - Supplies	\$8,886.50
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3F - Components & Parts

532020 Automotive Parts & Supplies

City of Wichita	\$46.31
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Total 532020 Automotive Parts & Supplies	\$46.31
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Total 3F - Components & Parts	\$46.31
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3N - Fuel

539012 Gasoline

City of Wichita	\$328.98
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Total 539012 Gasoline	\$328.98
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Total 3N - Fuel	\$328.98
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4Z - Non-Capital Outlay

549010 Furniture & Fixtures <\$5k

P-CARD ONE-TIME PAY	\$284.32
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SCHAMMERHORN INC	\$1,893.21
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Wichita Public Library General Fund Bills

April 2025

Total 549010 Furniture & Fixtures <\$5k	\$2,177.53
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549020 Data Processing Equip <\$5k

City of Wichita	\$1,138.00
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Total 549020 Data Processing Equip <\$5k	\$1,138.00
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549110 Library Materials

BRODART CO	\$104.97
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P-CARD ONE-TIME PAY	\$29,664.82
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Total 549110 Library Materials	\$29,769.79
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Total 4Z - Non-Capital Outlay	\$33,085.32
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Total 10003 - Library - Commodities	\$42,347.11
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Grand Total**\$930,758.27**

Wichita Public Library Grant Bills

April 2025

Y4806 - SCKLS 24-South Central KS Library S

2 - Contractuals

2N - Employee Development

524020 Travel & Training

JANELLE R MERCER \$108.22

MISTI HOHEISEL \$36.65

P-CARD ONE-TIME PAY \$882.37

Total 524020 Travel & Training	\$1,027.24
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Total 2N - Employee Development	\$1,027.24
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Total 2 - Contractuals	\$1,027.24
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Total Y4806 - SCKLS 24-South Central KS Library S

\$1,027.24

	Type	Date	Name	Debit	Credit	Balance
WPL Gifts April 2025						780,919.85
Baird Account						710,727.73
Baird Checking						68,077.48
100						68,077.48
160 SCKLS FIF						48,600.47
Total 160 SCKLS FIF						48,600.47
150 Technology Fund						19,477.01
Total 150 Technology Fund						19,477.01
Total 100						68,077.48
Total Baird Checking						68,077.48
Investments						642,650.25
Total Investments						642,650.25
Total Baird Account						710,727.73
Emprise Checking						70,192.12
300						26,815.34
330.3 1000Books						104.03
Total 330.3 1000Books						104.03
355 FOL Holds						690.41
Total 355 FOL Holds						690.41
340 Misc						40,561.98
	Bill Pmt -Check	04/09/2025	Crafty Tournesol		337.50	40,224.48
	Bill Pmt -Check	04/09/2025	Crafty Tournesol		337.50	39,886.98
	Bill Pmt -Check	04/25/2025	Flamingo Ink LLC		47.57	39,839.41
Total 340 Misc				0.00	722.57	39,839.41
330.6 Local Author Day						-1,372.03
Total 330.6 Local Author Day						-1,372.03
330.4 Branches						-13,543.54
Total 330.4 Branches						-13,543.54
330.2 SR WED						-700.00
Total 330.2 SR WED						-700.00

	Type	Date	Name	Debit	Credit	Balance
330.1 Big Read						-3,364.32
Total 330.1 Big Read						-3,364.32
330 FOL						3,929.56
Total 330 FOL						3,929.56
320 WGS						357.16
Total 320 WGS						357.16
310 SCKLSSRG						152.09
Total 310 SCKLSSRG						152.09
Total 300				0.00	722.57	26,092.77
200						38,464.15
220 Employee Training						1,112.44
Total 220 Employee Training						1,112.44
210 Staff Assn						37,351.71
	Deposit	04/30/2025		672.68		38,024.39
Total 210 Staff Assn				672.68	0.00	38,024.39
Total 200				672.68	0.00	39,136.83
100						4,912.63
151.1 3 D Printing						212.81
Total 151.1 3 D Printing						212.81
130 LH Photos						600.77
	Deposit	04/30/2025		95.00		695.77
Total 130 LH Photos				95.00	0.00	695.77
110 Levand						4,099.05
Total 110 Levand						4,099.05
Total 100				95.00	0.00	5,007.63
Total Emprise Checking				767.68	722.57	70,237.23
Total WPL Gifts				767.68	722.57	780,964.96
				767.68	722.57	780,964.96



INTEROFFICE MEMORANDUM

TO: Library Board of Directors
FROM: Tammy Penland, Assistant Director
SUBJECT: 2024 State Aid Grant
DATE: May 13, 2025

Background: The 2025 State Grants-in-Aid payment has been received in the amount of \$138,505.70

Analysis: A project budget must be established and approved by the Library Board of Directors before the payment may be deposited.

Financial Considerations: The 2025 grant award reflects an increase of \$138,334.12 from the previous year. This grant is administered by the City of Wichita on behalf of the Library. In 2025, there is a 1.46% administrative charge for this service (was 1.65% in 2024).

As in previous years, a portion of the grant will support library materials. In addition, the grant will fund staff In-Service Day training, library materials, and some branch furniture and fixtures identified with upcoming branch remodels.

A copy of the proposed grant budget is attached.

Legal Considerations: The 2025 State Grants-in-Aid does not have an associated contract. All funds must be expended during the calendar year. There are no other restrictions for the use of these grant funds.

Recommendations or Actions: It is recommended that the Library Board approve the proposed budget as provided by staff.

Attachments: Proposed Budget.

CITY OF WICHITA
FEDERAL, STATE AND FOUNDATION GRANT BUDGET FORM

Form No. 21-012 (2010)

E-print, scan or save as pdf and drag following documentation to Laserfiche/Performance/Grants/Your Department.

New Grant: Budget form, notice of award and grant agreement.

Budget revision: Revised budget form.

Name grant award file OCA# - Grant # Program Title (Rev # as appropriate)

Send voting email to Department Director and Budget Analyst. Set results to go to assigned Controller accountant.

Org Code Title: _____	Formal Grant Title: _____	State Aid 2025
Grant period: From : <u>5/20/2025</u> To : <u>12/31/2025</u>	Grantor Agency: _____	
Department #: _____	CFDA Number: <u>98.000</u>	
Org Code #: _____	HUD activity number#: _____	
Grant #: _____	Federal/State Project #: _____	
Grant Detail#: _____	Library Board Approval date: _____	

Set Expenditure Controls at (bold or box one)

Object level 1

or

Expenditure Total

Expenditure Total will be utilized if no selection made.

Source of funding:	Object	Original Budget	Revisions Increase	Decrease	Revised Budget	Revision # _____
State contributions	415045	138,505.70			138,505.70	
REVENUE TOTAL		138,505.70	0.00	0.00	138,505.70	
Expenditures:						
Employee Travel Training	524020	4,483.70			4,483.70	
Other Professional Services	525990	30,000.00			30,000.00	
Supplies	531020	20,000.00			20,000.00	
Furniture & Fixtures <5k	549010	22,000.00			22,000.00	
Data Processing Equip< \$5k	549020	30,000.00			30,000.00	
Library Materials < \$5000 each	549110	30,000.00			30,000.00	
City Administrative Charge (1.46%)	551010	2,022.00			2,022.00	
EXPENDITURE TOTAL		138,505.70	0.00	0.00	138,505.70	

Department Director or Designee approval is required. Electronic approval acceptable.

Electronic approval from Budget Officer or Designee is required.



INTEROFFICE MEMORANDUM

TO: City of Wichita Law Department
FROM: Sarah Kittrell, Collection Development Division Manager
SUBJECT: Request for approval of contract with McNaughton (Brodart, Co.)
DATE: April 16, 2025

Background: Brodart Co., one of the Library's main book vendors, is the parent company of McNaughton, a company that offers a book leasing plan. In this plan, the library pre-purchases 1200 annual credits at \$18.65 a credit, then uses these credits to lease books. When the books are no longer needed, the Library can return these books to McNaughton.

The \$22,380 annual subscription price builds in that the library will retain 20% of the materials (due to loss or damage, or WPL would like to keep it, etc.) and will be expected to either return or purchase (at a reduced rate, currently ~\$2 a book) 80% of the books.

Legal request: The Library requests approval of the McNaughton Subscription agreement for the 2025-2026 term.

15788075



®McNaughton
A Division of Brodart Co.
500 Arch Street
Williamsport, PA 17701-7809

INVOICE NO: M218862

DATE	PAGE
03/30/2025	1

Phone: (800) 233-8467
(570) 326-2461
Fax: (800) 999-6799

Bill To Account No. 151515

Ship To Acct No. 1515157

WICHITA PUBLIC LIBRARY
CITY GOVERNMENT ACCOUNT
ADVANCED LEARNING LIBRARY
711 W 2ND ST N
WICHITA, KS 67203

WICHITA PUBLIC LIBRARY
ADVANCE LEARNING LIBRARY
711 W 2ND ST N
WICHITA, KS 67203

Plan: ADULT

Terms: 2% Net 61

PO:

Charge Description	Extended Price
Service for July 2025 through June 2026	\$22,380.00

Invoice Subtotal: \$22,380.00
Tax Amount: \$.00
Invoice Total: \$22,380.00

Earn 2% cash discount if paid using EFT or check within 60 days of the invoice date.
Credit Card payments do not qualify for a discount.

15788075



®McNaughton
A Division of Brodart Co.
500 Arch Street
Williamsport, PA 17701-7809

Bill To Account No. 151515
WICHITA PUBLIC LIBRARY

INVOICE NO: M218862
INVOICE DATE: 03/30/2025

Include this remittance with your payment to:

Brodart Co.
L-3544
Columbus, OH 43260-0001
Fed. ID #23-2248758

Terms: 2% Net 61

Invoice Total: \$22,380.00

Amount Enclosed: _____



INTEROFFICE MEMORANDUM

TO: Wichita Public Library Board
FROM: Sarah Kittrell, Collection Development Division Manager
SUBJECT: Approval of invoices over \$10,000 – Reference Solutions
DATE: May 5, 2025

Background: In 2023, Wichita Public Library began offering the Reference Solutions database, which provides access to information on 69 million businesses, 345 million historical businesses, 2.5 million job postings, 1.2 million physicians and dentists, the US Standard White Pages with 160 million residents, and much more.

This is a popular database with over 22,000 uses in the last 12 months. The number of uses is slightly down from where it should be, as numbers were impacted by the cyber security incident in May 2024. Cost per use for the database in 2024/2024 is \$0.55 a use.

Financial Considerations: The annual cost for Reference Solutions continues to be \$12,500. This price was locked in for a three-year term, of which we are entering the third year..

Legal Considerations: The City of Wichita Law Department reviewed the Reference Solutions agreement in December 2024.

Recommended Action: It is recommended that the Board approve the Library's subscription to Reference Solutions in the amount of \$12,500.



QUOTE

Quote Number: 05052025
 Date: 05/05/2025
 Offer Valid Until: 07/15/2025

Rep: Timothy Kielion
 13155 Noel Road, Suite 1750
 Dallas, TX 75240
 Phone: 402.836.1405
 Email: Timothy.Kielion@data-axle.com

Client: Wichita Public Library
 Contact Name: Sarah Kittrell
 Address: 711 W 2nd St N
 City, State, Zip: Wichita, KS 67203
 Email: skittrell@wichita.gov
 Billing Phone: 316.261.8500

Delivery Method	Delivery Date	Payment Terms
Online	7/15/2025	Net30

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1	1	Reference Solutions Premium Package July 15 2025 to July 14 2026	\$12,500 \$ \$ \$ \$ \$	\$ \$ \$ \$ \$ \$	\$12,500 \$ \$ \$ \$ \$
				SUBTOTAL	\$12,500
				DISCOUNT	\$
				Tax (if applicable)	\$0
				Shipping (if applicable)	\$
				TOTAL	\$12,500

Qty of Users: Unlimited to all staff and patrons of the Wichita Public Library
 Modules: US Business, US Historical, US New Business, US Healthcare, US Standard White Pages, US Consumers/Lifestyles, New Movers/New Homeowners, Canadian Businesses, Canadian White Pages, Data Visualization, US Jobs, Universal Search
 # Prints/Downloads Internal: 300 per session
 # Prints/Downloads External: 300
 Licensed Data will be utilized: Research purposes



QUOTE

License term: 1 yr(s). Client agrees to delete licensed data upon expiration of license period.

Where client orders these products or services from Data Axle pursuant to this quote (as identified on either parties PO) the following terms shall apply: [Terms and Conditions](#)

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Operations Committee Agenda
Tuesday, May 13, 2025
Board Room / MS Teams 3:30pm
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Approval of April 8, 2025 Minutes
3. Branch Remodel Updates
4. Cost Recovery Model Conversation
5. Strategic Alignment Development Discussion
6. Other Items from the Committee

To attend virtually:

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 211 331 587 104

Passcode: 7jFtKF

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS

Operations Committee Agenda

Tuesday, April 8, 2025

Board Room / MS Teams 3:30pm

Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

In attendance: TaDonne Neal (online), Robin Templin, and Jonathan Winkler

1. Call to Order
 - 3:33pm
2. Branch Performance and Remodel Updates
 - Staff provided updates regarding Westlink elements that need to be installed or corrected. The grand reopening celebration is May 10 – all day.
 - Rockwell is progressing. Jonathan asked about the bearing for the new addition foundation and staff will follow-up.
 - Maya Angelou progress planning continues for the community garden and family place custom food truck. The grand reopening celebration is May 31 – all day.
 - Alford continues to experience water penetration issues and Public Works is planning for long-term remedies. The Storywalk is being planned in collaboration with Parks and Recreation and Cultural Arts. The interior work will be buttoning up in June, and remodel work will begin in the meeting room. This work is being coordinated.
3. Friends of the Library Merchandise Update
 - The Friends will begin selling t-shirts during National Library Week
4. CE Model Rollout Discussion
 - Staff shared the first Customer Experience Activity Card that staff will be working on throughout the next four months.
5. Upcoming library events
 - Big Read activities were promoted, in addition to the upcoming grand reopening celebrations
6. Summer Reading Efforts
 - Staff discussed bringing on board additional summer support staff to improve participation and completion of the program.
 - Summer Literacy League – a volunteer reading support program – will begin at Angelou and Walters this summer, with the goal to make improvements and offer during the school year.
7. Other items from the committee

- The committee discussed the financial impact Wichita and Kansas libraries will experience with the dismantling of the Institute of Library and Museum Services (IMLS).

Meeting adjourned at 4:11pm.

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Planning and Facilities Committee Agenda
Wednesday, May 14, 2025, 1:00pm
Board Room / MS Teams
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Approval of April 9, 2025 Minutes
3. Branch Remodel Updates
4. Cost Recovery Model Conversation
5. Strategic Alignment Development Discussion
6. Other Items from the Committee

To attend virtually:

Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 216 133 910 730

Passcode: NL2i2F

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Public Affairs Committee Agenda
Thursday, May 8, 4:00pm
Board Room / MS Teams
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Approval of April 10, 2025 Minutes

To attend virtually:

Microsoft Teams

[Join the meeting now](#)

Meeting ID: 284 931 457 868

Passcode: tfiukX

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS

Public Affairs Committee Agenda

Thursday, April 10, 4:00pm

Board Room / MS Teams

Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

In attendance: Kurt Oswald, Robin Templin, Jaime Nix, David Garcia, Kourtney Carson, Angie Prather (online), and Susie Ternes (online)

1. Call to Order

- 4:03pm

2. Library Support Awareness Campaign

- Discussed the plan and developed concepts and scope for engagement with the community through the WPL Board, Foundation, and Friends

3. 2025 Advocacy efforts updates:

- Mayor Wu meeting: update on her priorities that include education, family engagement and compels citizens to get involved
- IMLS: staff gave a report on the call with Senator Moran's office and ULC
- Board advocacy planning: continued work on upcoming homework

March 2025	Visit branch/program
April 2025	National Library Week / Awareness Share your library story and tag WPL
May 2025	Distribute yard signs
June 2025	Summer Reading
July 2025	Get to a DAB meeting

4. Advocacy Guide Final Reviews: concepts regarding fundraising through license plates was discussed for future development

Meeting adjourned at 4:57pm

Media Log: April 2025

- April 7, KSN, National Library Week
- April 10, KAKE Kids Corner, Summer Reading Promo
- April 14, KWCH, Friends of the Library Merch
- April 29, KAKE, Grand Reopening Celebrations