

A G E N D A
Wichita Public Library Board of Directors Meeting
Tuesday, November 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: Family Place Updates, Jaime Nix, Director of Libraries, and Misty Bruckner, Public Policy and Management Center
5. Minutes of the October 21, 2025 meeting
6. Unfinished Business

Policy Updates: ORG-001 and ORG-001.1

7. New Business
8. Finance Committee Report
 - a. Review of October Bills and Finance Reports
 - i. Revenue Report
 - ii. Grant Fund Summary Reports
 - iii. Report of Expenditures

General Fund Bills	\$913,642.59
Grant Fund Bills	\$79,603.41
Gift & Memorial Fund Bills	\$33,752.09
Total	\$ 1,026,998.09

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

October 2025

Service Highlights

A new sign, designed by local artists Priscilla Brown and Ellamonique Baccus, was installed in front of the Maya Angelou Library. The sign was commissioned as part of the branch's renovation project, and its installation marks the completion of all new Angelou art pieces. The piece is inspired by the colors of the "divine nine," the nine historically Black US fraternities and sororities, with special attention paid to the colors of Alpha Kappa Alpha, the sorority Maya Angelou was a part of.



This month, Community Services Librarian Parker Daniel led the first meeting of the Steering Committee for the RISE Community Garden project at the Maya Angelou Branch. The Steering Committee is made up of community members, many of whom represent local community organizations and nonprofits. Parker has developed an MOU and shared expectations for the committee who will provide oversight of the physical garden and ensure the impact of the garden and associated programming and education can be felt in northeast Wichita.

A Selection Committee interviewed and had a demonstration of two integrated library system (ILS) vendors in response to the Library's RFP. After the demonstrations and interview, the Selection Committee recommended Innovative, our current vendor, with its new Vega platform as the appropriate ILS. Library, IT, and Finance staff will now meet to discuss financing the new software. If funded, staff will then work with Purchasing, Law, and IT, to develop a contract for the purchase. If purchased, implementation of the software is estimated at 4-6 weeks.

While the Library was closed on Monday, October 13, for Staff In-service Day, the Library upgraded to the newest version of Polaris, the Library's online catalog and inventory management software. Library staff have found that updating while the Library is closed minimizes the amount of extra work for staff and the inconvenience to customers. Supervisory and management staff stayed after the in-service to complete and test functionality added during the upgrade and found the upgrade was highly successful and had few issues. Besides keeping the software current, the update provided additional functionality and software improvements. Library staff will now work through the new functionality added by the upgrade and create implementation proposals if needed.

Literacy Services Manager Savannah Ball worked with local musician Katie Todd to record a song and music video about Kansas Reads to Preschoolers month. Katie, a local elementary school teacher, took inspiration from this year's KRTP book, *Little Nita's Big Idea*. Rhythms of Kindness can be found [on the Library's YouTube channel](#) or on social media throughout the month of November. The song will also be used during storytimes at the Library throughout the month.

The manager of Special Collections, Michelle Enke, worked with a design firm from Kansas City for them to obtain high resolutions WPL images for a project. They were unsure of which images to use, so they selected over a half dozen images, which were then rescanned at a much higher resolution to be blown up. The firm was very pleased with the results and emailed, "Michelle, Thank you for all of your help on this; I so appreciate it!" Their payment of \$350 for Use Rights was deposited with the Library Foundation.

On October 28, Enrichment Librarian Jenny Durham presented "Misinformation in the Age of Social Media" for the October Tuesday Topics program, a monthly program done in partnership with the local League of Women Voters chapter. Since the week of October 27 was Media Literacy Week, Jenny offered to present on the topic of Misinformation and social media, as she has given quite a few media literacy presentations over the past year. In this program, she covered the similarities and differences between misinformation, disinformation and propaganda, the history of disinformation campaigns prior to the internet, types of misinformation, common misinformation tactics, and tips on how to fact check information online, find quality information, and how to verify the quality of graphs and charts that are published in online articles. There was an overwhelmingly positive response to the presentation, with quite a few attendees coming up to Jenny after the presentation to let her know how much they appreciate programs such as this one that the library offers for free.

Other News

KSN staff from Good Morning Kansas visited Rockwell Branch Library on September 30 to record parts of an upcoming show to be aired on October 13th. They recorded the Drive-Up window, the stained-glass windows and Teen area, and the electric fireplace and living room area. The Library is looking forward to east-side Wichitans getting a look at the new changes at their Rockwell library branch through the segment on KSN.

A customer borrowed a radon detector from the Westlink Branch Library and took it home to test his house's level. When he tested his home, it was 9.81 according to the reader. In Kansas, a radon level of 4 pCi/L or higher is considered too high. He had a company come out, and they confirmed, so he ended up getting it mitigated. He was so pleased with his library experience that he ended up buying his own reader to test, and he shared his story with his friends who may soon borrow a radon detector from the Library.

Two customers visited the Alford Branch Library on a Friday afternoon to fax KanCare paperwork. Because The Department for Children & Families (DCF) is co-located in the Alford Branch Library, library staff were able to refer the customers to Destiny Reicher, Alford's on-site DCF Human Services Consultant. She was able to transmit the paperwork for them, saving them over thirty dollars in fax costs!

At the Advanced Learning Library, Library Assistant Michelle Smith has been taking time to talk to customers interested in reserving spaces about the new meeting room policy, and some positive feedback has resulted from these conversations about upcoming changes. A member of a local non-profit for voter education (non-partisan) said that she was going to see if her organization qualified for free conference use. Another customer came up to the main desk and said he was glad local organizations will be able to meet for free. He also said that Wichita needed more of that kind of energy to get people more involved in local projects.

Community Services Librarian Parker Daniel and Adult Literacies Empowerment Librarian Kelly Fabrizius presented "Doing it for themselves: A Panel and Q&A on Small Business" at Maya Angelou Northeast Branch Library. The panel was facilitated by Brandy Willett, Regional Director for the Kansas Small Business Development Center, and panelists were Tasha Hayes from The Blackprint ICT, NaQuela Marie from Planted Tea Shop, and local artist Katherine Snider, who is also a Library Assistant at the Rockwell Library. Engaged participants asked questions related to starting a business including branding, promotion, and budget questions. Real connections were made, and authenticity emerged as a central theme in making the difference between success and failure in small business.

Following the remodel Rockwell Branch Library resumed normal storytime scheduling in October, with Nursery Rhyme Time on Tuesday mornings, Preschool Storytime on Wednesday mornings, and Family Storytime on Thursday mornings. The five sessions of Preschool Storytime were attended by a total of 100 children and 78 adults. Family Storytime likewise had five sessions in October and was enjoyed by 124 children and 91 adults. Nursery Rhyme Time met for four sessions with a total of 106 children and 80 adults enjoying stories, rhymes and songs together

Physical circulation (checkouts and renewals) increased 4.9% (+4,888 items) over October 2024. Percent increases and decreases at individual branches ranged from -16% (Evergreen) to +747% (Angelou). Several locations were down 10-15%, including the Advanced Learning Library (-15.6%). The decrease at the Advanced Learning Library is likely a delayed effect from Westlink and Rockwell reopening. Many Westlink customers began coming to the Advanced Learning Library after it opened due to the children's space. Now that Westlink has their own remodeled children's space, those families are returning to their local library. This change was not immediately felt since Rockwell closed as

Westlink reopened, which meant that many Rockwell customers began using the ALL instead of Angelou or Walters. Now that Rockwell has been reopened for over a month and their customers have returned, we are finally seeing the impact.

As we approach the end of the year, it is interesting to look at where the library falls in terms of circulation compared to last year. As of right now, all locations except Rockwell and Alford are on track to exceed 2024 circulations. The benchmark is 83% as October 31 is 83.333% of the way through the year.

Branch	Current 2025 circulation as a percent of total 2024 circulation
Advanced Learning Library	97%
Alford	67%
Angelou	444%
Book Bus	135%
Evergreen	96%
Rockwell	37%
Walters	144%
Westlink	161%
Total	98%

We also set a new record of active users, with 10,870. This is 173 more active users than the previous record. Surprisingly, we also had the second highest number of new customer signups in October, with 791. This was only 17 signups less than the record, which was set in September 2022. It is surprising because we don't usually set records like this in October; they usually fall in January, or September, when school starts. A total of 21,347 customers have borrowed e-materials through Wichita E-Reads this year, which now exceeds the 21,077 that borrowed materials in 2024.

355 student e-cards were used to borrow Wichita E-Reads materials in October. This is a huge increase over the 108 student e-cards that were used during September and is also up compared to the 307 students that used their e-card in October 2024. Staff are tracking student e-card use due to a promotional effort coming out of youth services to get simultaneous use copies of popular teen titles into the hands of teens.

Beginning April 24, 2026, state and local governments with a population of 50,000 or more persons are required to comply with the Department of Justice's web rule for Title II of the Americans with Disabilities Act. This rule applies to websites, mobile apps, and social media posts created or still in use by that date with some narrow exceptions. The Library's Digital Services staff have been working to ensure compliance on the website and have been in contact with multiple vendors to verify the same of their public interfaces.

We had great success with partnerships this month. Eight women from Miracles, Inc., a recovery house for women, were given assistance in the TTC for job application and resume help on October 3. Several outside organizations participated in DIY Day this year which could be built upon for future partnerships: Society of Women Engineers (SWE), Make ICT, and Bike Walk Wichita. The Computers for Beginners en Español class met 4 times in October and had a total attendance of 12 students, averaging three students per class. Also, Digital Skills with NexStep Alliance offered five classes, with 25 attending, averaging five students per class.

As part of completing the latest Customer Experience Bingo card, Westlink Branch Library Assistant Melissa Sray started a discussion amongst her coworkers on things that can be done to make the branch more welcoming. Focus was placed on the entry as Melissa shared a comment that she received from a customer identifying it as lacking. As a quick and economical fix, the team decided to move one of the dry erase boards to the space so they can update it weekly with the branch's programs and a quote about reading. Multiple customers have mentioned that it made them more aware of what was occurring at the branch.

On Thursday, October 9, Adult Literacies Manager Steven Kelly gave a group of about 10 Kansas veterans a tour of the Advanced Learning Library. Some of the veterans were local, while some were from smaller communities in the surrounding areas. Steven guided them through the library and pointed out key collections, services, and resources that the library had to offer. The veterans asked some really fantastic questions about what they could access, including resources they could access from home, since physically getting to a library location can sometimes be difficult for them. Steven happily explained the Library's e-resources, including Libby, CloudLibrary, ComicsPlus, and its wealth of online databases. They were impressed with what WPL had to offer and the majority of them went to the circulation desk to register for cards after the tour ended. Several of the veterans were also immediately attracted to the library's motor manual collection and were amazed at the breadth of the collection, as well as online alternatives through the ChiltonLibrary and Auto Repair Source databases. At the end of their visit, the group facilitator, Neil, thanked Steven for his time and expertise and said he would be bringing future cohorts back to learn about what they can access through the Library.

On Tuesday, October 14, Empowerment Librarian Kelly Fabrizius attended the Community Health Improvement Plan (CHIP) development meeting, hosted by the Sedgwick County Health Department. During this meeting, community partners and residents analyzed the Community Health Assessment and Health Priority survey results and then performed a data walk, reviewing data from fifteen distinct health issues. They considered several factors, including what contributes to these issues, what the health consequences are at an individual and community level, whether some groups are affected more than others, and more. Following the data analysis, the community partners and residents broke out into groups to discuss and vote on the 2026 CHIP focus areas, with an emphasis on collective impact. Through these discussions, the large group narrowed their decisions to four primary issues: 1) mental health, which will be combined with substance abuse and termed "behavioral health"; 2) poverty; 3) education; and 4) health care access. This was an excellent opportunity for Kelly to represent the Library, learn about community health trends, connect with other community partners, and help shape what happens regarding the future health of Wichitans.

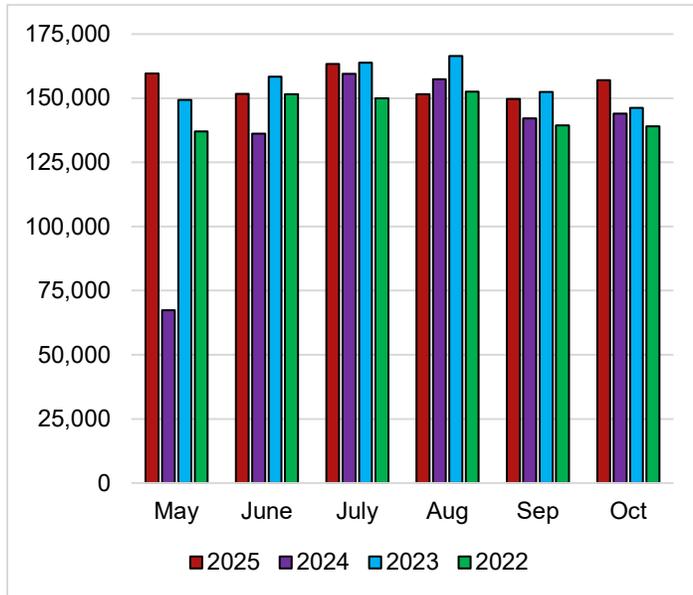
On Wednesday and Thursday Oct 15-16, Adult Literacies Manager Steven Kelly attended the Kansas Leadership Center's training, "Your Leadership Edge." While interacting with aspiring leaders from Wichita and other places throughout the state, Steven was proactive in sharing Library services and resources. Several people in his small breakout group, which included local nonprofit leaders, government employees, and educators, were impressed with what the Library has to offer and were excited to share those resources with their own constituents. After Steven did a quick live demo, two people in particular shared that they would be visiting the library soon to update their library card so that they could gain access to some of the Library's valuable online resources, like Foundation Directory, LinkedIn Learning, Libby, and more.

Teen Librarian Lexi participated in her second EdCollab session with Learning Lab Wichita. She spent the day at Phillips Fundamental Learning Center discovering the work they do to support dyslexic children in the community. She toured their facility and participated in simulations to get a better understanding of what it's like to be a student with a learning difference.

Staff at the Advanced Learning Library recently attended a training session with Wichita Public Transit. This cross-department training was informative and library staff were very engaged, since public transit often dovetails into library access and since library service points field a lot of questions about bus routes and schedules. The training provided a general outline on how bus routes work, how buses are numbered, and how to approach trip planning. The Wichita Transit website has an interactive map with real time bus locations and routes. Some staff suggested that we use a panel of our large Cox Communications screen at the Advanced Learning Library to run the transit website live. The large screen is touch sensitive and customers could utilize the interactive transit map. A section of this screen is already used for library wayfinding and could be quite valuable as a public transit tool.

Service Dashboard

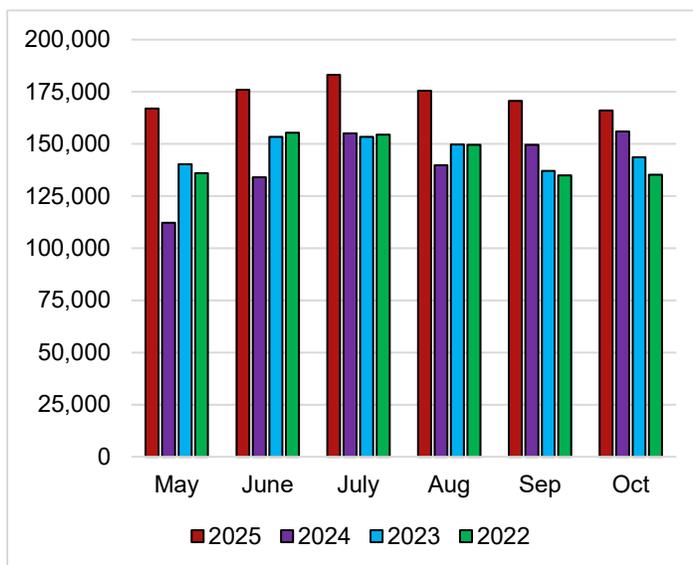
LIBRARY VISITS (door count, catalog sessions, and website visits)



OCTOBER

	2025	2024	% change
Door Counts	59,115	54,859	7.76%
Catalog Log-ins	33,514	33,242	0.82%
Website Visits	63,306	55,544	13.97%
CONTENTdm Users	1,135	355	219.72%
Total	157,070	144,000	9.08%

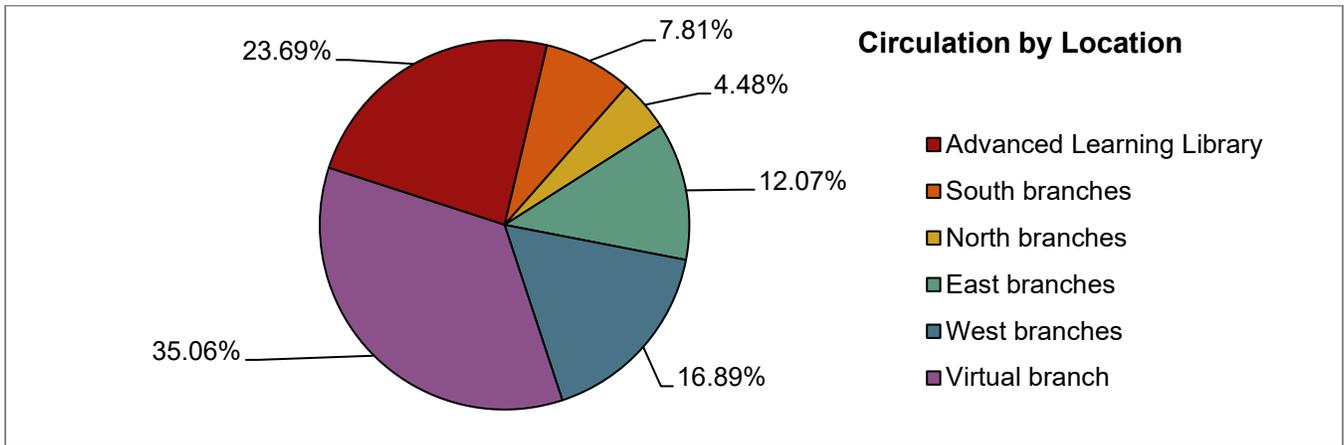
CHECKOUTS



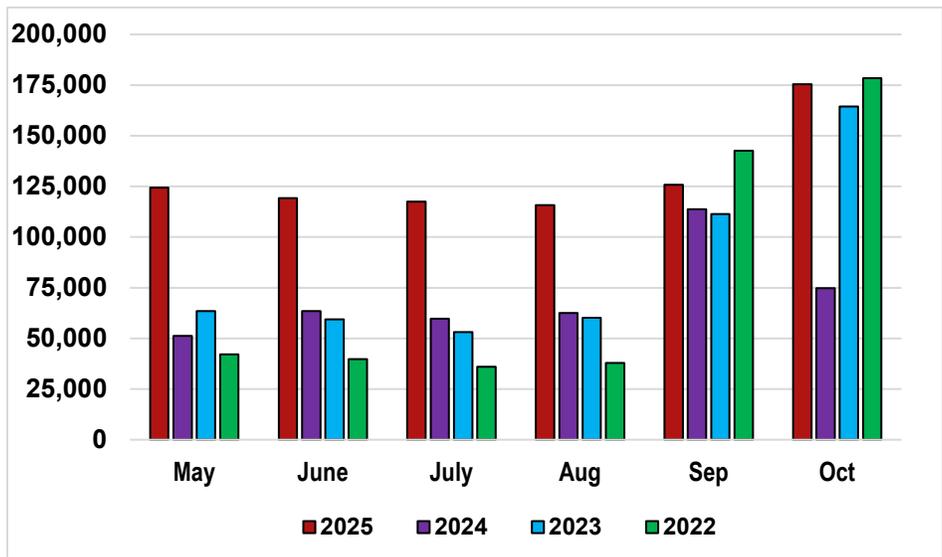
OCTOBER

	2025	2024	% change
Physical Circulation	107,867	99,891	7.98%
Virtual Circulation	58,246	56,044	3.93%
<i>WPL</i>	58,246	48,831	19.28%
<i>State</i>	<i>N/A</i>	7,213	<i>N/A</i>
Total	166,113	155,935	6.53%

State Library circulation data were not available by this report's publishing date.



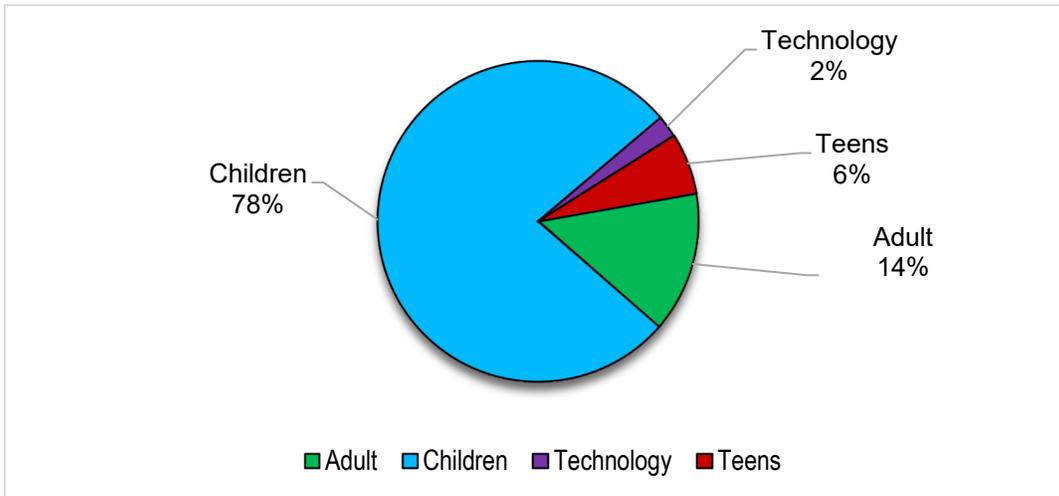
QUESTIONS ANSWERED (by staff in person/phone and through online services)



OCTOBER

	2025	2024	% change
Reference Questions	7,554	7,419	1.82%
Database Searches	163,335	63,021	159.18%
Technology Assistance	4,214	3,907	7.86%
Book-A-Librarian Appointments	344	363	-5.23%
Total	175,447	74,710	134.84%

PROGRAM ATTENDANCE

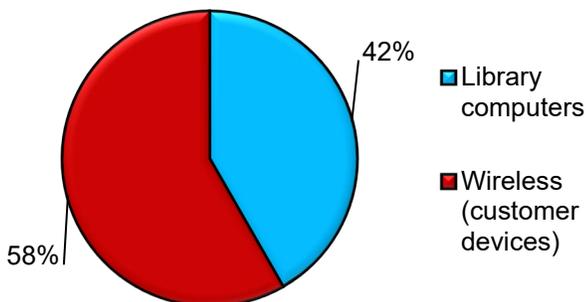


OCTOBER ATTENDANCE

	2025	2024	% change
Adult events	788	1,362	-42.14%
Children's events	4,300	3,642	18.07%
Technology training	123	152	-19.08%
Teen events	343	163	110.43%
TOTAL	5,554	5,319	4.42%

PUBLIC COMPUTING

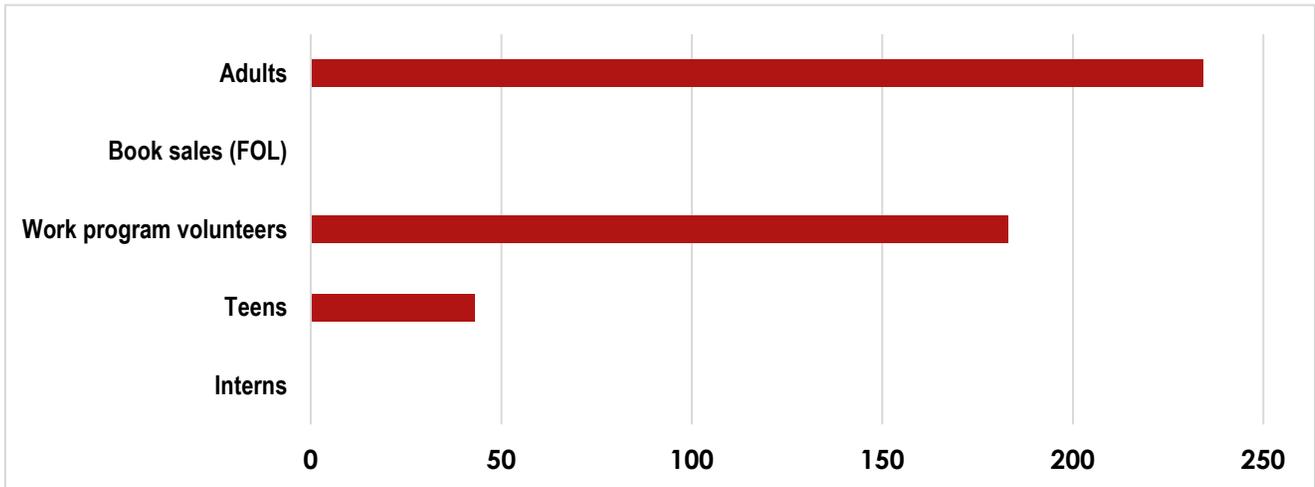
Method of Computing Access (by session)



OCTOBER

	2025	2024	% change
Workstation Sessions	7,029	6,215	13.10%
Wireless Sessions	9,816	12,444	-21.12%
Number Users	1,550	1,587	-2.33%
Hours of Access	15,356	12,798	19.99%

VOLUNTEERS (hours of service)

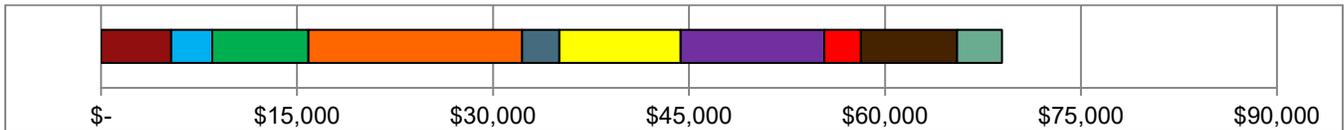


Number of volunteers YTD = 177

Hours of service YTD = 8,780

Friends of the Library volunteer data had not been submitted by this report's publishing date.

MATERIALS DONATIONS (value if purchased)



Year to date total = \$68,950.49

Items added to Library collections YTD = 2,875+

Service Snapshot: Recent Raving Fans Stories

A regular library customer approached Senior Library Assistant Michael Apinyakul at the Advanced Learning Library to tell him about his new job and his plans to stop living on the streets and in shelters and finally rent an apartment. Michael congratulated him and they spoke generally for a while about working and earning a living. Michael then helped him research low-income housing options. Since that conversation, the customer has updated Michael on how the new job and apartment search is going. The customer is now getting full-time work and has an application in for an apartment.

On October 28, Adult Literacies Manager Steven Kelly presented the “Research Like a Librarian: Online Research” at the Evergreen Branch. He covered a breadth of topics on conducting effective online research, including understanding how the internet is organized, how information makes it onto the internet, how to evaluate websites for accuracy, relevance and authority, how to use the Library’s online resources, how to conduct targeted keyword searches, and more. Attendees were enthusiastic and engaged, asking insightful questions all throughout the program. At the end, one couple in particular expressed how thankful they were that the Library offers programs like this, since they struggle with knowing what to trust online and how to sort out misinformation from trustworthy information. They said they had a great time and learned a lot, and hoped to attend the next iteration of Research Like a Librarian in the winter programming season.

At the Wichita Public Library, in order for a minor to get a library card, an adult has to be willing to take financial responsibility for the account; the adult has to have an account; and the minor’s and adult’s accounts are then linked. An adult can come without a minor and get the minor a full benefits card, however, typically, a minor cannot come without an adult and get a full benefits card. The night before his class’s visit to the Westlink Branch, a junior in high school visited the branch to get a full benefits card. Unfortunately, an adult did not come with him. The junior needed the card the next day so Senior Library Assistant Bill Rohde got creative. The junior got his mom on the phone and made it so Bill could hear her by placing her on speaker. Bill had her send a copy of her driver’s license and using it he was able to verify that she had a card. He got her verbal permission to issue the minor an account, used her license as proof of address, issued the account to the junior, and linked it to his mom’s. Bill’s perseverance in providing the service needed for this customer is an example of the work library staff do every day and which follows the library’s Customer Experience Model of empathy, knowledge, choice, access, seamless, and welcoming service.

A customer came into the Evergreen Branch and asked staff for the mobility device that is usually located by the front entrance and available to help folks with mobility issues access the branch. Youth Services Librarian Sara McNeil let the customer know that unfortunately the mobility aid was stolen last month. In order to offer the customer a comfortable, accessible experience, Sara offered to have the customer sit down at a chair in the front lobby, and, after finding out what type of books the customer usually reads, Sara went to the collection and chose a variety of books to bring to the front for the customer to browse. The customer was very appreciative that we were still able to offer her a fun browsing experience even though she was unable to navigate the library like she normally would.

Library Assistant Allan Saylor had a lengthy Book-A-Librarian appointment with a woman who was locked out of her Chime bank account and needed to regain access. Unfortunately, without access to email, passwords, text messages, or a phone with app support, the customer’s options for account recovery were quickly exhausted. This meant a call to Chime customer service, which had the customer on hold for over 45 minutes. Allan checked up on the customer provided moral support during her wait, and even reminded her what information she needed to get from the agent, since she had almost forgotten why she had called by the time they finally picked up. After 90 minutes in total, the customer was squared away with new cards in the mail to her correct address!

A customer came into the Walters Branch to use the public computer, print documents, and use the copier. When asked if she had a library card, she said she didn't but was in a bit of a hurry. She was given a guest pass and assisted with the copier use. Before she left though, she asked if she could get a library card that same day. She had ID and proof of address, so she was issued a card. She was very happy to know how easy the process was and stated that this was the first time in her life she's had a public library card. She is 75 years old.

Catherine came into the Advanced Learning Library for the first time in nearly a decade. She approached the Customer Experience desk and seemed discouraged. "I guess I am getting old," she told Library Assistant Daniel Moralez, "but I am having trouble with devices like my phone, my laptop, my tablet. I went to the Apple Store for assistance, but they were unresponsive when I told them how much trouble I have using them. Someone told me that I should go to the library, but I doubt you can help me either." When Daniel told Catherine that the Wichita Library has a program called Book-A-Librarian where she could sit down with a Technology Trainer and get answers to her questions, Catherine was delighted. "This is exactly what I have been searching for!" she said. "These days, so much is done through the smart-phone or computer, and I feel like I cannot keep up. This is just what I needed, someone to work with me individually!" Daniel gave Catherine instructions for making her Book-A-Librarian appointment. As he wrote down the relevant information, Catherine asked warily, "But how much does this service cost?" When Daniel responded that the program was free with her library card, Catherine was in disbelief. "This is such an amazing thing," she said, "such a gift to people like me. I haven't been to the library for so long, but I see that it is still a pillar of the community!" By taking the time to listen attentively to Catherine, Daniel was able to recognize her specific concern and provide her resources to improve her digital literacy skills.

At the Advanced Learning Library, Library Assistant Sam Hollenbeck demonstrated the Customer Experience Model's areas of Access and Empathy by helping a customer navigate a digital challenge. Ward needed help getting a refund for a money order that had been damaged. Since the refund could only be requested online and Ward did not have a smartphone, Sam assisted him in completing the form and submitting the required documentation to ensure he could receive his refund. A few days later, remembering the support he had received, Ward returned, this time with his wife, for help setting up an account to schedule visitations with their daughter. Sam helped them create the account and book their appointments, demonstrating how the library continues to provide welcoming, hands-on access to essential digital services. Ward and his wife were extremely grateful for the help, expressing their appreciation for the kindness and support they received.

Wellington Public Library contacted the Interlibrary Loan department to assist with resolving an issue that could have led to a suspension of their borrowing privileges; however, ILL staff were able to reassure them that their privileges would not be suspended regardless of the outcome of the situation. They were relieved with the information and explained they preferred to borrow from Wichita Public Library due to the quick and flexible service. They also really admired how WPL protected materials during shipment so they often try to reciprocate when returning WPL items.

WICHITA PUBLIC LIBRARY

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

The hybrid meeting of the Library Board of Directors was held on Tuesday October 21, 2025 at the Advanced Learning Library with the following present in person: Ms. Lauren Hirsh, Mr. Kurt Oswald, Mr. Chuck Schmidt, Ms. LewJene Schneider, Ms. Susie Ternes, and Mr. Jonathan Winkler. The following attended virtually: Ms. Sarah Balderas, Ms. TaDonne Neal, Ms. Brandi Newry, and Ms. Karyn Shorter.

Call to Order

Lauren Hirsh called the meeting to order at 12:04 p.m., a quorum being present.

Introductions

Director Nix introduced LewJene Schneider, who has been newly appointed to the Board by Councilmember Glasscock.

Approval of the Agenda

Kurt Oswald moved (Ternes) to approve the agenda as published. **Motion carried unanimously.**

Staff Presentation

Sarah Kittrell, Collection Services Division Manager, provided statistics on circulation of library materials from 2019 to 2025 inclusive. Due to the COVID-19 pandemic and branch closures for renovation, 2019 was the last full year of normal library operations. It is expected that 2026 will be the first year in which the library maintains normal opening hours at all locations.

For 2025, the most popular physical collections are children's picture books, fiction, nonfiction movies, and children's fiction. These five categories account for 58% of the library's physical circulation.

Circulation on the library's Overdrive platform continues to grow year on year. E-books currently comprise the largest share of e-materials checkouts, with e-audiobooks continuing to grow. There have been over 50,000 loans in each of the last few months. The most popular categories are adult fiction, adult nonfiction, and children's fiction.

Thus far in 2025, customers who choose physical items only have made up 53% of active unique borrowers, while those who check out e-materials only comprise 33%. The remaining 14% have checkouts in both format types. Circulation averages 10 books (or other items) per borrower annually.

Approval of Minutes

Minutes of the regular meeting held September 16, 2025 were presented. Kurt Oswald moved (Ternes) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

None

New Business

Jonathan Winkler presented a list of policy updates that fall into three distinct categories: (1) changing policy wording to reflect recent restructuring and renaming of divisions to carry out the library's strategic direction more effectively; (2) eliminating library support organization by-laws; and (3) reorganizing the governance of the library board, which includes eliminating two officer positions, cutting the number of standing committees from four to three, and altering meeting frequency for both committees and the main Board to ensure quorums are more frequently met and work is streamlined and focused. The policies included in these proposed updates are as follows:

- **ORG-001 – Library Board of Directors:** specifies additional strategic responsibility of the Board and adjusts meeting frequency to once every other month to support committee work
- **ORG-001.1 City of Wichita Board of Directors Bylaws:** eliminates the Second Vice President and Treasurer positions; pares standing committees down to three (Finance, Operations, and Advocacy); and clarifies the Director of Libraries' responsibilities for program delivery
- **ORG-002 – Library Divisions:** changes names to reflect alignment with the strategic direction
- **ORG-002.1 – Collections Services Division:** updates key responsibilities
- **ORG-002.2 – Customer Experience Division:** updates key responsibilities
- **ORG-002.3 – Digital Services Division:** updates key responsibilities
- **ORG-002.4 – Literacies Services Division:** updates key responsibilities
- **ORG-002.5 – Support Services Division:** updates key responsibilities
- **ORG-003.1.1- Bylaws of the Friends of the Wichita Public Library:** eliminated
- **ORG-003.2 - Wichita Public Library Foundation:** updates language for clarity
- **ORG-003.2.1 – Wichita Public Library Foundation Bylaws:** eliminated
- **ORG-003.3 – Wichita Genealogical Society:** updates language for clarity
- **ORG-003.3.1 – Wichita Genealogical Society Bylaws:** eliminated

After wide-ranging discussion, Board members reached a consensus to vote on updates to the policies removing support organization by-laws as well as the policies that reflect recent restructuring and renaming of divisions. Policies reflecting changes to board governance were tabled for further research and consideration.

On behalf of the Operations Committee, Jonathan Winkler moved (Ternes) to approve changes to policies ORG-002, ORG-002.1, ORG-002.2, ORG-002.3, ORG-002.4, ORG-002.5, ORG-003.1.1, ORG-003.2, ORG-003.2.1, ORG-003.3, and ORG-003.3.1 and to remit policies ORG-001 and ORG-001.1 to the Operations Committee for additional review. **Motion carried unanimously.**

On behalf of the Operations Committee, Jonathan Winkler moved (Ternes) to approve the proposed 2026 Library holiday closures. **Motion carried unanimously.**

Finance Committee Report

On behalf of the Finance Committee, Chuck Schmidt moved to approve the September 2025 finance report and supplemental bills in the following amounts: General Fund bills of \$982,150.81; Grant Fund bills of \$64,733.21; and Gift Bills of \$16,047.49, for a total of \$1,062,931.51. **Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to pre-approve the library’s subscription to LinkedIn Learning for the 2025 fiscal year in the amount of \$20,000.00. **Motion carried unanimously.**

Operations Committee Report

Jonathan Winkler reported that the advertising period for the RFP to replace Polaris, the Library’s integrated library system (ILS), ended on September 26 with receipt of proposals from three firms. A staff selection committee has chosen two to interview..

Planning & Facilities Committee Report

No report

Public Affairs Committee Report

No report

Special Committee Reports

Friends of the Library – Susan Dyer reported that membership levels have been updated to incorporate four tiers and will go into effect on November 1. The next used book sale will be the last of this year and will take place on November 14-15. The Banned Book Week packets sold well.

Library Foundation - Kourtney Carson reported that a new mailing highlighting the Book-A-Librarian program at the library has been mailed out to donors. The Foundation has also applied for a Rotary grant for the seed garden at the Angelou branch. With branch remodels complete, the capital campaign will wrap up in early 2026.

Wichita Genealogical Society (WGS) – No report

Director of Libraries Report

Director Nix reported that a survey has been sent out to Board members via email for them to review and provide feedback for a new library brand. The Board conducted a successful retreat

in January 2025 and a poll is being circulated to members to help staff select a date for another in 2026.

The RISE Community Garden steering committee met for the first time.

The grand reopening for the Rockwell Branch Library will be held on November 15 starting at 9:45 a.m.

The Tallgrass Film Festival held a gala recently at the Advanced Learning Library that was well attended.

Announcements

None

Adjournment

The meeting was adjourned at 1:22 p.m.

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

Respectfully submitted,

Jaime Nix

DRAFT



INTEROFFICE MEMORANDUM

TO: Library Board of Directors
FROM: Jaime Nix, Director of Libraries
SUBJECT: November 2025 Policy Revisions
DATE: November 7, 2025

Background: Wichita Public Library System routinely reviews its policies that govern the operations of the department. Efficient operations remain at the core of all library efforts. Maximizing the time allocated by the volunteer Board requires a new meeting model for consideration to move the subcommittees' work forward.

Analysis: The following policy revisions are being presented to update library division responsibilities, improve coordination among the Board of Directors, and to place bylaws of support organizations within the controls of the support organization.

ORG-001 – Library Board of Directors: updates include additional strategic responsibility of the Board and adjusting meetings to bimonthly to support subcommittee work.

ORG-001.1 City of Wichita Board of Directors Bylaws: updates include eliminating the Second Vice President, Treasurer positions, updates the Committee assignments to three (Finance, Operations, and Advocacy), clarifies the Director of Library's responsibilities for program delivery.

The changes to the meeting cadence of the Board will provide opportunity for an annual education retreat, as well as deepening the impact of the subcommittee's efforts. The proposed 2026 Board of Directors meeting schedule is:

January: Board education
February: Board meeting
March: Board subcommittees
April: Board meeting/Annual Meeting to elect Officers
May: Board subcommittees
June: Board meeting
July: Board subcommittees
August: Board meeting
September: Board subcommittees
October: Board meeting
November: Board subcommittee
December: Board meeting

Financial Considerations: None

Legal Considerations: The City of Wichita Law Department is reviewing the proposed policy language.

Recommendations/Actions: It is recommended that the Board approve the proposed policies pending the Law Department review.

Attachments: November 2025 Policy Revisions

Wichita Public Library Policy Manual

ORG-001 Library Board of Directors

The Board of Directors of the Wichita Public Library System, as reorganized by Charter Ordinances No. 72 of January 1980 and No. 119 of July 18, 1989, is composed of fourteen members. The fourteen members are appointed by the Mayor and City Council with each being responsible for the appointment of two board members.

The Library Board of Directors' duty is to the mission of the Library.

Terms of appointment for members of the Library Board are established in Section 2.12.020 of the Code of the City of Wichita. The Library Board has exclusive authority in handling its operation except for the authority for issuing bonds and levying taxes, which is vested in the City Council. (K.S.A. 12-1222)

It is the responsibility of the Library Board to:

- Employ a competent and qualified Director of Libraries.
- Determine and adopt written policies to govern the operation of the Library.
- Determine and support the strategic development of the Library program in service to residents.
- Determine ~~the purpose of the library~~ and secure adequate funds to carry on the Library's operation and program.
- Know the operation, programs and ~~needs~~ performance of the Library in relation to the community.
- Keep abreast of library trends.
- Oversee the Library program.
- Establish, support and participate in a planned public relations and advocacy program.
- Assist in the preparation of the annual budget.
- Know local and state laws pertaining to library operations.
- Actively support library legislation in the city, county, state, and nation.
- Establish among the Library policies those dealing with book and material selection.
- Attend all board meetings and see that accurate records are kept on file at the Library.
- Attend regional, state, and national trustee meetings and workshops, and affiliate with the appropriate professional organizations.
- Be aware of the services of the State Library.
- Report regularly to governing officials and the ~~general~~ public.
- Seek and participate in appropriate training to carry out the functions of the Library Board.

The Library Board meets regularly, ~~once a month~~ bimonthly, ~~with subcommittees that meet on the alternate months. Specific dates and times are available at any Wichita Public Library location.~~ Board meetings are open meetings and comply with K.S.A. 75-4317 et. seq.

Related Ordinances and Statutes

City of Wichita Charter Ordinance No. 72 (City Code Section 99.02.072)
City of Wichita Charter Ordinance No. 119 (City Code Section 99.02.119)
Code of the City of Wichita Section 2.12.020
K.S.A. 12-1222
K.S.A. 75-4317

Last Review: ~~February 2024~~ November 2025

Wichita Public Library Policy Manual

ORG-001.1 City of Wichita Library Board of Directors Bylaws

Article I – Library Board of Directors

Section 1. This organization shall be called the “Board of Directors of the City of Wichita Library” existing by virtue of the provisions of the City of Wichita Charter Ordinance No. 72 and 119, Code of the City of Wichita Section 2.12.020, and K.S.A. 12-1223, 12-1224, 12-1225, 12-1226, 12-1227 and 12-1228 and amendments thereto.

Section 2. The Board of Directors of the City of Wichita Library shall constitute a body corporate and politic, possessing the usual powers of a corporation for public purposes, shall have charge of the Library ~~program, building or~~ buildings and all other property, the maintenance and control of the Library, the employment and removal of the Director of Libraries ~~and other employees~~ and the fixing of their compensation and all other powers granted by K.S.A. 12-1223 and 12-1225 and shall make and adopt such rules and regulations for the guidance of the Board and the government of the Library as the Board may deem expedient.

Article II - Officers

Section 1. The officers shall be a President, ~~First~~ Vice President, ~~Second Vice President, and~~ Secretary, ~~Treasurer, and an Assistant Secretary~~ Treasurer who shall be elected by ballot at the annual meeting which is ordinarily ~~the first meeting after April 30 of~~ in April each year to serve for one year and until their successors are elected and qualified. All officers shall be members of the Board except the Assistant Secretary ~~Treasurer~~ who will be the Director of Libraries or a Library Board designated employee.

Section 2. A Nominating Committee shall be appointed by the President two months prior to the annual meeting who will present a slate of officers at the annual meeting. Additional nominations may be made from the floor. The vote for officers shall be by written ballot if two or more directors have been nominated for one office.

Section 3. The President shall preside at all meetings of the Board, authorize calls for any special meetings, appoint all committees and chairman and vice-chairman, appoint Board Representatives to other bodies as deemed necessary, execute all documents authorized by the Board, serve as an ex-officio member of all committees except the Nominating Committee, serve on the Wichita ~~Public~~ Library Foundation Board, generally perform all duties associated with that office, including service as spokesperson for official board action. If the office of the President is vacated, the ~~First~~ Vice President shall assume the office of President for the remainder of the elected term.

Section 4. The ~~First~~ Vice President, in the event of the absence or disability of the President, or vacancy in that office, shall assume and perform the duties and functions of the President. If the office of the First Vice President is vacated, ~~the Second Vice President shall assume the office of First Vice President for the remainder of the elected term, another Board member will be selected to fill this position through a special election at the next scheduled meeting.~~

~~**Section 5.** — The Second Vice President, in the event of the absence or disqualification or disability of the President and First Vice President, shall assume and perform the duties and functions of the President.~~

Section 65. The Secretary shall keep a true and accurate record of all meetings of the Board which shall be transmitted to Board members following such meetings. ~~The Secretary shall issue a notice of all~~

Wichita Public Library Policy Manual

~~regular and special meetings and shall perform such other duties as are generally associated with that office.~~

Section 6. The Director of Libraries will be responsible for the Assistant-Secretary role that maintains minutes for the Secretary's review, coordinates agenda materials, and issues a notice of all regular and special meetings.

~~**Section 7.** The Treasurer shall have charge of the funds of the Board and shall, when authorized by the Board, pay out the funds upon orders of the Board signed by the President and the Treasurer. The Treasurer shall keep or cause to be kept a record of all moneys received and disbursed, shall make a report monthly of all receipts and disbursements and shall perform such other duties as are generally associated with that office.~~

~~**Section 8.** The Assistant Secretary Treasurer shall perform such duties as the Board may from time to time specify. The Secretary and Treasurer may delegate as many of their duties to such Assistant Secretary Treasurer as are delegable by law.~~

~~**Section 9.** If the offices of Second Vice President, Secretary, Treasurer, or Assistant Secretary Treasurer are vacated, a replacement shall be elected at the next regular meeting of the Board.~~

~~**Section 107.** The President, First-Vice President, Second Vice President, Finance Committee Chair, and Secretary and Treasurer shall constitute the Executive Committee.~~

Article III - Meetings

Section 1. The regular meetings shall be held ~~each month~~every other month, the date, place and hour to be set by the Board at its annual meeting. Written notice ~~thereof shall be to all directors and will be~~ published at least five days prior to the ~~regular~~ meeting.

Section 2. The day and/or place of a regular meeting may be changed by a majority vote of the Board at the regular meeting preceding the one to be changed. When the date of a regular meeting falls on a legal holiday, the President of the Board shall designate the date for the next regular meeting.

Section 3. The annual meeting, which shall be for the purpose of the election of officers, shall be held at the time of the regular meeting in ~~May~~April of each year.

Section 4. The agenda of the board meetings shall be ~~drawn up~~created by the Director of Libraries in consultation with the presiding officer. The order of business for regular meetings shall include, but not be limited to the following items:

- a. Presentations
- b. Introductions
- c. Approval of the Agenda
- d. Public comment
- e. Disposition of minutes of previous meeting
- f. Unfinished Business
- g. New Business
- h. Standing Committee Reports
- i. Special Committee Reports
- j. Director of Libraries Report
- k. Adjournment

Wichita Public Library Policy Manual

Any member of the Board may ~~cause matters to be placed~~ place d-items on the agenda by advising the Director of Libraries no later than one week preceding the next scheduled meeting. With approval of the presiding officer, a consent agenda that includes the disposition of minutes of the previous meeting, standing and special committee reports and the Director of Libraries report and other routine matters to be approved may be used ~~in order to~~ increase the amount of time available for consideration of public comment, unfinished and new business or a Board workshop. Items on the consent agenda, although listed separately, shall be considered collectively as a consensus agenda and an affirmative vote of the Board on the consent agenda will allow and be construed as an affirmative vote of the Board to take the recommended action as stated on each item. Any item in the consent agenda may be considered separately by request of any member of the Board, in which event it will be set aside for separate discussion and remaining items on the consent agenda will be voted upon as a consensus agenda.

Section 5. Special meetings may be called by the Secretary at the direction of the President or at the request of any three members of the Board upon at least twenty-four hours' notice.

Section 6. A quorum for the transaction of business at any meeting shall consist of a majority of appointed Board members. With approval of the Executive Committee, members may participate in a Board meeting ~~telephonically via conference call or via video or web conferencing~~ electronically in order to secure a quorum for the handling of time sensitive business, so long as the meeting remains in compliance with all of the requirements of the Kansas Open Meetings Act, specifically that the public is provided with some means of listening to the discussion of all members and is able to ascertain how any individual member votes on matters before the Board. The minutes of any such meeting in which any member or members participate remotely shall so reflect such participation. Any meeting, regular or special, may be continued by adjournment from time to time by a vote of the members who may be present, even though there may be less than a quorum, but the remaining members of the Board shall be notified of the time and place of adjournment.

Article IV - Committees

Section 1. In addition to the Nominating Committee, the President shall appoint a Finance Committee, ~~a Planning & Facilities Committee~~, an Operations Committee, ~~and an Advocacy Public Affairs Committee~~, and such other committees as the Board may establish. A committee shall ~~be considered to be~~ discharged upon completion of the term of the office of President. Each committee shall consist of at least ~~three-four~~ members.

A. Finance Committee shall be concerned with all financial matters including the monthly financial reports, ~~consideration of bills for payment, insurance,~~ preparation of the yearly budgets, ~~and the annual audit,~~ grants, and the overall funding development for the library system. This committee's work includes actively securing adequate library financing through tax and non-tax sources.

~~B. The Planning and Facilities Committee shall be concerned with the maintenance of library properties, with new purchase and maintenance of library equipment and with new business projects and relocation of present facilities.~~

~~—The Operations Committee shall be concerned with policies, personnel and services, as well as with the preparation and promotion of the library program to the community, partnerships and performance of the library system. The committee ensures the library moves forward with strategic work that has a direct impact on the educational achievement of residents. Special~~

Wichita Public Library Policy Manual

~~emphasis should be given to enhancing the Library's public image and to establishing a close working relationship with the Friends of the Library.~~

~~C.B.~~The ~~Public Affairs~~Advocacy Committee shall be concerned with ~~the Library's public image and brand and works to raise awareness regarding the library program. The committee enhancing enhances~~ relations with other public bodies including the Kansas State Legislature, Sedgwick County Commission, Wichita City Council, Wichita School Board, Library Support Organizations and other Library Boards of Trustees. Priority shall be given to raise awareness of the library and support local and governmental action which impacts library operations and to strengthening cooperative relationships with other Library Boards of Trustees and relationships in the community.

Section 2. All committees shall make a progress report to the Board at each of its meetings. No committee shall have other than advisory powers unless, by suitable action of the Board, it is granted specific power to act.

Article V – Director of Libraries

Section 1. The Board shall appoint a professionally qualified Director of Libraries who shall be the executive and administrative officer of the Library on behalf of the Board and under its review and direction. The attached “Duties and Responsibilities of the Library Board and the Librarian” is an incorporate part of this document and defines the relationship between the Board and the Director.

Section 2. The Director is delegated the authority for appointment, promotion, and dismissal of other employees, shall specify their duties and shall be held responsible for the proper direction and supervision of the staff.

Section 3. The Director shall be responsible for the care and maintenance of library properties, for an adequate and proper selection of books and materials in keeping with the stated policy of the Board, for efficiency of library services to the public, for delivering impactful programming to the public, appropriate use by the public of library facilities, and for financial operations within the limitations of the budgeted appropriations.

Section 4. In the event of the absence or illness of the Director, the Board shall designate an acting Director to fill that position on a temporary basis.

Article VI - General

Section 1. An affirmative vote of the majority of all members of the Board present at the time shall be necessary to approve any action before the Board. The President may vote upon and may move or second a proposal before the Board.

Section 2. The By-laws may be amended by the majority vote of all members of the Board at any regular meeting provided written notice of the proposed amendment shall have been provided to all members at least thirty days prior to the meeting at which such action is proposed to be taken.

Section 3. Any rule or resolution of the Board, whether contained in these By-laws or otherwise, may be suspended temporarily in connection with business at hand, but such suspension, to be valid, may be taken only at a meeting at which at least two thirds of the members of the Board are present and two thirds of those present shall so approve.

Wichita Public Library Policy Manual

Section 4. In accordance with Kansas Open Meeting legislation, Board meetings shall be open to the public, media shall be informed of Board meetings, a public notice of Board meetings shall be posted in all Library facilities, and minutes shall be available to the public. All records, with the exception of circulation and registration, shall be open to the inspection of any taxpayer of Wichita during business hours. The circulation and registration records are considered private and open to inspection only upon Court Order.

Related Ordinances and Statutes

City of Wichita Charter Ordinance No. 72 (City Code Section 99.02.072)

City of Wichita Charter Ordinance No. 119 (City Code Section 99.02.119)

Code of the City of Wichita Section 2.12.020

K.S.A. 12-1223; K.S.A. 12-1224; K.S.A. 12-1225; K.S.A. 12-1226; K.S.A. 12-1227; K.S.A. 12-1228

| Last Review: ~~February 2024~~ November 2025

Ann Arundel Public Library (Maryland)	Every month except June and July
Cedar Rapids Public Library (Iowa)	Monthly
Charlotte Mecklenburg (North Carolina)	Every two months
Cincinnati Hamilton County (Ohio)	Every two months
Dayton Metro Library (Ohio)	Monthly with one month as a board retreat
Detroit Public Library (Michigan)	Every month except July
Enoch Pratt Public Library (Maryland)	Every two months
Fort Worth Public Library (Texas)	Every two months
Greensboro Public Library (North Carolina)	Every two months
Hoboken Public Library (New Jersey)	Monthly
Louisville Public Library (Kentucky)	Monthly, except April, June, and August
Memphis Public Library (Tennessee)	Monthly
Metropolitan Library System (Oklahoma)	Monthly
Milwaukee Public Library (Wisconsin)	Monthly, except August and December
New Orleans Public Library (Louisiana)	Every two months
Oak Park Public Library (Illinois)	Monthly
Omaha Public Library (Nebraska)	Monthly
Pasadena Public Library (California)	Monthly
Richmond Public Library (Virginia)	Monthly except August and November
Saint Paul Public Library (Minnesota)	Monthly
Salt Lake City Public Library (Utah)	Monthly except November and December
Spokane Public Library (Washington)	Monthly

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

General Fund Bills	\$913,642.59
Grant Fund Bills	\$79,603.41
Gift & Memorial Fund Bills	\$33,752.09
Total	\$1,026,998.09

3. Wichita Public Library Funding Plan for Furniture, AC, Technology and Security Systems

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS

Finance Committee Minutes

Tuesday, October 21, 2025, 11:30am

Green Collaboration Room 203, 2nd Floor

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

In attendance: Chuck Schmidt, Brandi Newry (online), LewJene Schneider, and Jaime Nix

1. Call to Order (11:34am)
2. Introductions and Welcome: The committee welcomed LewJene Schneider as Dalton Glasscock’s appointee.
- 3.
4. Review of September Bills and Finance Reports
 - Revenue Report
 - Grant Fund Summary Report
 - WPL Gifts Report of Expenditures

General Fund Bills	\$982,150.81
Grant Fund Bills	\$64,733.21
WPL Gifts Fund Bills	\$16,047.49
Total	\$1,062,931.51

Schmidt (Schneider) approved the October expenditure.

5. Approval of invoices over \$10,000 – LinkedIn Learning.
The committee discussed the annual renewal of LinkedIn Learning. Schneider (Newry) approved the expenditure.
6. October 2025 Policy Change – Finance Committee
Director Nix called attention to the proposed Board of Directors Bylaws update, which casts a broader role for the Finance Committee to begin financial strategies that include all existing funding sources (Friends, Foundation, and grants) and future opportunities for increased operational dollars.
7. Other items from committee.
8. Adjournment (11:56am)

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
100 General Fund							
10000080 wichita Public Library							
422110 Library Desk Receipts (Fines)	-95,000	-65,000	-52,989.57	-5,470.58	.00	-12,010.43	81.5%
422111 Library Desk - Faxes	-10,000	-10,000	-8,709.50	-788.00	.00	-1,290.50	87.1%
422112 Library Desk - Passports	-25,000	-25,000	-26,887.00	-1,295.00	.00	1,887.00	107.5%
423030 Meeting Room Rentals	-30,000	-25,000	-24,475.60	-1,130.00	.00	-524.40	97.9%
424011 Copy Charges	-11,000	-11,000	-11,375.80	-1,473.10	.00	375.80	103.4%
424101 Public Computing Charges	-20,000	-20,000	-16,359.17	-1,925.50	.00	-3,640.83	81.8%
645980 Sale of Scrap	0	0	-1,281.15	.00	.00	1,281.15	100.0%
646981 State Setoff Collections	-68,000	-50,000	-15,850.93	-183.45	.00	-34,149.07	31.7%
646990 Other Non-Operating Revenue	0	0	-79.24	.00	.00	79.24	100.0%
TOTAL UNDEFINED ROLLUP CODE	-259,000	-206,000	-158,007.96	-12,265.63	.00	-47,992.04	76.7%
10001 Library - Personnel							
511000 Base Compensation	6,281,058	6,665,839	5,579,009.23	510,244.60	.00	1,086,829.77	83.7%
511950 Year-End Payroll Accrual	0	0	-236,795.62	.00	.00	236,795.62	100.0%
511999 Planned Savings	-2,051,398	-59,980	.00	.00	.00	-59,980.00	.0%
512000 Special Compensation	1,800	8,211	20,530.58	797.31	.00	-12,319.58	250.0%
512051 Mileage Reimbursement	0	0	3,248.62	138.68	.00	-3,248.62	100.0%
513000 Overtime Compensation	0	0	8,188.39	1,552.67	.00	-8,188.39	100.0%
518200 Employer Wage Taxes & WC	543,275	576,334	468,095.55	43,433.64	.00	108,238.45	81.2%
518300 Employer Share EE Insurance	1,132,396	1,077,999	895,818.44	45,635.74	.00	182,180.56	83.1%
518400 Employer Share Pension/Retire	801,709	821,201	688,409.69	63,011.66	.00	132,791.31	83.8%
TOTAL Library - Personnel	6,708,840	9,089,604	7,426,504.88	664,814.30	.00	1,663,099.12	81.7%
10002 Library - Contractuals							
521011 Electricity - EDI	305,438	275,000	235,301.26	25,602.81	.00	39,698.74	85.6%
521021 Natural Gas - EDI	41,824	80,000	56,373.37	2,829.83	.00	23,626.63	70.5%
521030 Water Service	13,375	25,000	18,930.79	1,935.36	.00	6,069.21	75.7%
521050 Trash Service	5,404	0	602.80	602.80	.00	-602.80	100.0%
521051 Recycling Service	3,600	2,840	.00	.00	.00	2,840.00	.0%
521055 Trash Service - EDI	0	9,132	14,189.69	1,575.51	.00	-5,057.69	155.4%
521060 Local Telephone Service	8,000	3,224	2,686.50	268.65	.00	537.50	83.3%
521070 Internet Service	10,971	10,971	13,658.40	3,629.50	.00	-2,687.40	124.5%

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
522010 PBX Line Charges	11,806	12,540	10,450.00	1,045.00	.00	2,090.00	83.3%
522020 PBX Instrument Charges	19,414	19,950	16,602.50	1,640.00	.00	3,347.50	83.2%
522040 Long Distance & Teleconferenc	1,000	1,000	400.45	47.85	.00	599.55	40.0%
522050 Pagers & Mobile Phones	0	4,200	207.20	.00	.00	3,992.80	4.9%
522060 Air Cards (Mobile Connect)	1,260	1,260	1,631.70	425.04	.00	-371.70	129.5%
522070 Voicemail	3,968	4,080	3,393.00	333.00	.00	687.00	83.2%
522080 Automatic Call Distribution	786	786	655.00	65.50	.00	131.00	83.3%
523010 Building & Contents Insurance	172,088	172,088	129,066.00	.00	.00	43,022.00	75.0%
523020 Vehicle Liability Premiums	870	870	652.50	.00	.00	217.50	75.0%
524010 Recruitment & Hiring	3,140	3,140	.00	.00	.00	3,140.00	.0%
524020 Travel & Training	3,000	3,000	3,316.21	150.00	.00	-316.21	110.5%
525012 Medical Treatment	480	480	519.00	.00	.00	-39.00	108.1%
525013 Drug Screening	0	0	2,871.00	483.00	.00	-2,871.00	100.0%
525070 Background Checks	0	0	656.51	122.00	.00	-656.51	100.0%
525080 Service Contractors	0	0	.00	-70.09	.00	.00	.0%
525083 Textile Rental & Laundry Svcs	1,925	0	.00	.00	.00	.00	.0%
525086 Interpreter Services	2,000	3,000	1,846.00	.00	.00	1,154.00	61.5%
525094 Collection Agency Fees	21,500	21,500	12,436.60	1,619.70	.00	9,063.40	57.8%
525990 Other Professional Services	5,936	5,936	1,614.50	-413.64	.00	4,321.50	27.2%
526010 Motor Pool Scheduled Charges	3,720	8,652	7,210.00	3,598.00	.00	1,442.00	83.3%
526020 Building Repair & Maint	7,240	7,240	1,235.65	.00	.00	6,004.35	17.1%
526041 Janitorial Services	0	0	685.00	.00	.00	-685.00	100.0%
526042 Pest Control Services	13,000	15,000	10,334.92	1,114.00	.00	4,665.08	68.9%
526044 Security & Fire Services	5,220	5,220	1,408.58	248.38	.00	3,811.42	27.0%
526070 Equipment Repair & Maint	5,421	5,421	7,071.32	180.00	.00	-1,650.32	130.4%
526092 Rent-Real Property	52,060	52,060	40,882.40	4,088.24	.00	11,177.60	78.5%
529010 Bank Charges	5,000	5,000	3,427.70	288.93	.00	1,572.30	68.6%
529020 Postage	6,000	6,000	2,929.00	319.20	.00	3,071.00	48.8%
529030 Shipping & Freight	1,000	1,000	646.68	64.85	.00	353.32	64.7%
529031 Delivery/Pick up	13,815	13,815	13,585.00	.00	.00	230.00	98.3%
529040 Subscriptions	84,000	84,000	90,383.90	29.60	.00	-6,383.90	107.6%
529051 Library Software/Licenses	159,233	161,270	29,179.48	.00	.00	132,090.52	18.1%
529052 Library Subs-Electronic Matls	337,487	341,722	311,187.58	33,109.34	2,155.00	28,379.42	91.7%
529053 Library Svcs-Leased Matls	22,380	22,380	.00	.00	.00	22,380.00	.0%
529054 Library Svcs-Memberships	0	0	16,350.00	.00	.00	-16,350.00	100.0%
529070 Printing/Copying/Scanning	30,000	30,000	18,793.23	932.26	.00	11,206.77	62.6%
529090 Shredding & Recycling Service	250	1,320	110.00	.00	.00	1,210.00	8.3%
529141 Software License & Maint Fees	550	10,500	9,948.46	.00	.00	551.54	94.7%
529150 Data Center Charges	1,196,619	1,196,619	1,081,679.50	108,167.95	.00	114,939.50	90.4%
529160 Licenses & Permits	595	595	.00	.00	.00	595.00	.0%
529990 Other Contractuals	5,033	5,033	480.00	60.00	.00	4,553.00	9.5%
TOTAL Library - Contractuals	2,586,408	2,632,844	2,175,589.38	194,092.57	2,155.00	455,099.62	82.7%

10003 Library - Commodities

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR: 100 General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
531010 Computing Supplies	0	0	910.15	145.15	.00	-910.15	100.0%
531020 Office Supplies	64,339	64,339	53,979.06	6,642.31	.00	10,359.94	83.9%
531030 Custodial Supplies	5,000	5,000	2,391.59	382.08	.00	2,608.41	47.8%
531100 Uniforms & Clothing	0	0	42.88	42.88	.00	-42.88	100.0%
532020 Automotive Parts & Supplies	450	1,150	.00	-135.10	.00	1,150.00	.0%
532990 Other Equip Parts & Supplies	0	0	101.50	10.50	.00	-101.50	100.0%
539012 Gasoline	7,234	7,234	3,926.52	430.98	.00	3,307.48	54.3%
549010 Furniture & Fixtures <\$5k	9,490	9,490	4,377.13	.00	.00	5,112.87	46.1%
549020 Data Processing Equip <\$5k	9,665	9,665	7,294.24	-8,716.02	.00	2,370.76	75.5%
549110 Library Materials	452,067	448,617	271,807.14	55,932.94	.00	176,809.70	60.6%
TOTAL Library - Commodities	548,245	545,495	344,830.21	54,735.72	.00	200,664.63	63.2%
TOTAL Wichita Public Library	9,584,493	12,061,943	9,788,916.51	901,376.96	2,155.00	2,270,871.33	81.2%
TOTAL General Fund	9,584,493	12,061,943	9,788,916.51	901,376.96	2,155.00	2,270,871.33	81.2%
TOTAL REVENUES	-259,000	-206,000	-158,007.96	-12,265.63	.00	-47,992.04	
TOTAL EXPENSES	9,843,493	12,267,943	9,946,924.47	913,642.59	2,155.00	2,318,863.37	

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	9,584,493	12,061,943	9,788,916.51	901,376.96	2,155.00	2,270,871.33	81.2%

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

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
290 Grants - Multi-year							
80100324 South Central KS Library Sys24							
415050 State Operating Grants	-237,682	-237,682	-237,682.00	.00	.00	.00	100.0%
TOTAL UNDEFINED ROLLUP CODE	-237,682	-237,682	-237,682.00	.00	.00	.00	100.0%
Y4806 SCKLS 24-South Central KS Libr							
521055 Trash Service - EDI	0	0	719.78	.00	.00	-719.78	100.0%
524020 Travel & Training	18,416	18,416	22,816.29	3,238.00	.00	-4,400.29	123.9%
526070 Equipment Repair & Maint	9,000	9,000	113.00	.00	.00	8,887.00	1.3%
529030 Shipping & Freight	0	0	2,296.35	1,951.81	.00	-2,296.35	100.0%
529040 Subscriptions	0	0	6,600.00	.00	.00	-6,600.00	100.0%
529051 Library Software/Licenses	0	0	3,500.00	3,500.00	.00	-3,500.00	100.0%
529061 Organizational Memberships	0	0	9,502.00	.00	.00	-9,502.00	100.0%
529990 Other Contractuals	25,000	25,000	88,286.70	14,221.70	73,921.30	-137,208.00	648.8%
531020 Office Supplies	20,000	20,000	1,386.61	871.15	.00	18,613.39	6.9%
533050 Concrete & Cement	0	0	2,200.00	2,200.00	.00	-2,200.00	100.0%
533090 Building Parts & Materials	0	0	550.80	.00	.00	-550.80	100.0%
549010 Furniture & Fixtures <\$5k	25,000	25,000	13,814.75	11,252.07	.00	11,185.25	55.3%
549020 Data Processing Equip <\$5k	0	0	1,899.00	.00	.00	-1,899.00	100.0%
549110 Library Materials	140,266	140,266	1,069.61	.00	.00	139,196.39	.8%
TOTAL SCKLS 24-South Central KS L	237,682	237,682	154,754.89	37,234.73	73,921.30	9,005.81	96.2%
TOTAL South Central KS Library sy	0	0	-82,927.11	37,234.73	73,921.30	9,005.81	100.0%
TOTAL Grants - Multi-year	0	0	-82,927.11	37,234.73	73,921.30	9,005.81	100.0%
TOTAL REVENUES	-237,682	-237,682	-237,682.00	.00	.00	.00	
TOTAL EXPENSES	237,682	237,682	154,754.89	37,234.73	73,921.30	9,005.81	

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	-82,927.11	37,234.73	73,921.30	9,005.81	100.0%

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

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR: 290 Grants - Multi-year	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
80100325 South Central KS Library Sys25							
415050 State operating Grants	-250,140	-250,140	-250,140.00	.00	.00	.00	100.0%
TOTAL UNDEFINED ROLLUP CODE	-250,140	-250,140	-250,140.00	.00	.00	.00	100.0%
Y5801 SCKLS 25-South Central KS LIbr							
524020 Travel & Training	12,000	12,000	.00	.00	.00	12,000.00	.0%
525080 Service Contractors	0	0	.00	-34,495.50	.00	.00	.0%
526070 Equipment Repair & Maint	9,000	9,000	.00	.00	.00	9,000.00	.0%
529052 Library Subs-Electronic Matls	0	0	51,428.05	16,727.24	.00	-51,428.05	100.0%
529990 Other Contractuals	160,000	160,000	.00	.00	.00	160,000.00	.0%
531020 Office Supplies	7,000	7,000	.00	.00	.00	7,000.00	.0%
549010 Furniture & Fixtures <\$5k	3,000	3,000	.00	.00	.00	3,000.00	.0%
549110 Library Materials	59,140	59,140	483.98	483.98	.00	58,656.02	.8%
TOTAL SCKLS 25-South Central KS L	250,140	250,140	51,912.03	-17,284.28	.00	198,227.97	20.8%
TOTAL South Central KS Library sy	0	0	-198,227.97	-17,284.28	.00	198,227.97	100.0%
TOTAL Grants - Multi-year	0	0	-198,227.97	-17,284.28	.00	198,227.97	100.0%
TOTAL REVENUES	-250,140	-250,140	-250,140.00	.00	.00	.00	
TOTAL EXPENSES	250,140	250,140	51,912.03	-17,284.28	.00	198,227.97	

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	-198,227.97	-17,284.28	.00	198,227.97	100.0%

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

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR:	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
290 Grants - Multi-year							
80100225 Library-State Grants-in-Aid 25							
415050 State Operating Grants	-138,506	-138,506	-138,505.70	.00	.00	.00	100.0%
TOTAL UNDEFINED ROLLUP CODE	-138,506	-138,506	-138,505.70	.00	.00	.00	100.0%
Y5800 Library-State Grants-in-Aid 25							
524020 Travel & Training	4,484	4,484	1,246.00	1,246.00	.00	3,237.70	27.8%
526020 Building Repair & Maint	0	0	7,939.60	7,939.60	.00	-7,939.60	100.0%
529040 Subscriptions	0	0	6,888.00	.00	.00	-6,888.00	100.0%
529052 Library Subs-Electronic Matls	0	0	29,999.67	.00	.00	-29,999.67	100.0%
529070 Printing/Copying/Scanning	20,000	20,000	11,881.11	351.77	.00	8,118.89	59.4%
529120 Ad Campaigns (Marketing)	30,000	30,000	5,400.00	2,500.00	.00	24,600.00	18.0%
529141 Software License & Maint Fees	0	0	2,159.00	2,159.00	.00	-2,159.00	100.0%
529142 Hardware Maint & Warranties	0	0	2,245.50	2,245.50	.00	-2,245.50	100.0%
531020 Office Supplies	0	0	206.76	206.76	.00	-206.76	100.0%
531150 Food Supplies	0	0	3,380.10	-253.51	.00	-3,380.10	100.0%
533090 Building Parts & Materials	0	0	11,909.40	11,909.40	.00	-11,909.40	100.0%
544020 Data Processing Equipment >\$5	0	0	30,450.00	30,450.00	.00	-30,450.00	100.0%
549010 Furniture & Fixtures <\$5k	22,000	22,000	354.34	.00	.00	21,645.66	1.6%
549020 Data Processing Equip <\$5k	30,000	30,000	6,232.20	.00	.00	23,767.80	20.8%
549110 Library Materials	30,000	30,000	.00	.00	.00	30,000.00	.0%
551010 City Administrative Charges	2,022	2,022	898.44	898.44	.00	1,123.56	44.4%
TOTAL Library-State Grants-in-Aid	138,506	138,506	121,190.12	59,652.96	.00	17,315.58	87.5%
TOTAL Library-State Grants-in-Aid	0	0	-17,315.58	59,652.96	.00	17,315.58	100.0%
TOTAL Grants - Multi-year	0	0	-17,315.58	59,652.96	.00	17,315.58	100.0%
TOTAL REVENUES	-138,506	-138,506	-138,505.70	.00	.00	.00	
TOTAL EXPENSES	138,506	138,506	121,190.12	59,652.96	.00	17,315.58	

YTD

FOR 2025 10

JOURNAL DETAIL 2020 1 TO 2020 1

GRAND TOTAL	0	0	-17,315.58	59,652.96	.00	17,315.58	100.0%
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** END OF REPORT - Generated by Tammy Penland **

Wichita Public Library General Fund Bills

October 2025

Org: 1000080

10001 - Library - Personnel

1B - Base Compensation

511000 Base Compensation

Payroll, PP10.10.25	\$254,809.76
Payroll, PP10.17.25	\$338.02
Payroll, PP10.24.25	\$255,096.82

Total 511000 Base Compensation	\$510,244.60
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Total 1B - Base Compensation	\$510,244.60
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1F - Special Compensation

512000 Special Compensation

Payroll, PP10.10.25	\$353.97
Payroll, PP10.24.25	\$443.34

Total 512000 Special Compensation	\$797.31
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512051 Mileage Reimbursement

Payroll, 9013	\$39.84
Payroll, 9669	\$63.28
Payroll, 9828	\$35.56

Total 512051 Mileage Reimbursement	\$138.68
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Total 1F - Special Compensation	\$935.99
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1J - OT Compensation

513000 Overtime Compensation

Payroll, PP10.10.25	\$1,396.89
Payroll, PP10.24.25	\$155.78

Total 513000 Overtime Compensation	\$1,552.67
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Total 1J - OT Compensation	\$1,552.67
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1N - Employee Benefits

518200 Employer Wage Taxes & WC

Payroll, PP10.10.25	\$21,373.88
Payroll, PP10.17.25	\$29.24
Payroll, PP10.24.25	\$22,030.52

Total 518200 Employer Wage Taxes & WC	\$43,433.64
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518300 Employer Share EE Insurance

Payroll, PP10.10.25	\$45,635.74
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Total 518300 Employer Share EE Insurance	\$45,635.74
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Wichita Public Library General Fund Bills

October 2025

518400 Employer Share Pension/Retire

Payroll, PP10.10.25	\$31,521.11
Payroll, PP10.24.25	\$31,490.55

Total 518400 Employer Share Pension/Retire	\$63,011.66
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Total 1N - Employee Benefits	\$152,081.04
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Total 10001 - Library - Personnel	\$664,814.30
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10002 - Library - Contractuals

2B - Utilities

521011 Electricity - EDI

EVERGY KANSAS SOUTH INC	\$25,602.81
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Total 521011 Electricity - EDI	\$25,602.81
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521021 Natural Gas - EDI

BLACK HILLS UTILITY HOLDING INC	\$107.86
ENCORE ENERGY SERVICES	\$1,494.68
ONE GAS INC	\$1,227.29

Total 521021 Natural Gas - EDI	\$2,829.83
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521030 Water Service

City of Wichita	\$1,935.36
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Total 521030 Water Service	\$1,935.36
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521050 Trash Service

WASTE CONNECTIONS OF KANSAS INC	\$602.80
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Total 521050 Trash Service	\$602.80
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521055 Trash Service - EDI

WASTE MANAGEMENT OF KANSAS INC	\$1,575.51
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Total 521055 Trash Service - EDI	\$1,575.51
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Total 2B - Utilities	\$32,546.31
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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	\$3,629.50
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Total 521070 Internet Service	\$3,629.50
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522010 PBX Line Charges

City of Wichita	\$1,045.00
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Total 522010 PBX Line Charges	\$1,045.00
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Wichita Public Library General Fund Bills

October 2025

522020 PBX Instrument Charges

City of Wichita	\$1,640.00
Total 522020 PBX Instrument Charges	\$1,640.00

522040 Long Distance & Teleconference

City of Wichita	\$47.85
Total 522040 Long Distance & Teleconference	\$47.85

522060 Air Cards (Mobile Connect)

City of Wichita	\$385.00
VERIZON COMMUNICATIONS	\$40.04
Total 522060 Air Cards (Mobile Connect)	\$425.04

522070 Voicemail

City of Wichita	\$333.00
Total 522070 Voicemail	\$333.00

522080 Automatic Call Distribution

City of Wichita	\$65.50
Total 522080 Automatic Call Distribution	\$65.50

529150 Data Center Charges

City of Wichita	\$108,167.95
Total 529150 Data Center Charges	\$108,167.95

Total 2F - Technology Charges	\$115,622.49
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2N - Employee Development

524020 Travel & Training

EMPAC INC	\$150.00
Total 524020 Travel & Training	\$150.00

Total 2N - Employee Development	\$150.00
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2R - Professional Srvcs

525013 Drug Screening

WORKSAFE PHYSICAL THERAPY	\$483.00
Total 525013 Drug Screening	\$483.00

525070 Background Checks

TRUVIEW BSI LLC	\$122.00
Total 525070 Background Checks	\$122.00

525080 Service Contractors

City of Wichita	(\$70.09)
Total 525080 Service Contractors	(\$70.09)

Wichita Public Library General Fund Bills

October 2025

525094 Collection Agency Fees

UNIQUE MANAGEMENT SERVICES INC \$1,619.70

Total 525094 Collection Agency Fees	\$1,619.70
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525990 Other Professional Services

City of Wichita (\$413.64)

Total 525990 Other Professional Services	(\$413.64)
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Total 2R - Professional Srvcs	\$1,740.97
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2V - Bldg & Equip Charges

526010 Motor Pool Scheduled Charges

City of Wichita \$3,598.00

Total 526010 Motor Pool Scheduled Charges	\$3,598.00
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526042 Pest Control Services

P-CARD ONE-TIME PAY \$1,114.00

Total 526042 Pest Control Services	\$1,114.00
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526044 Security & Fire Services

P-CARD ONE-TIME PAY \$105.88

SANDIFER ENGINEERING AND
CONTROLS INC \$142.50

Total 526044 Security & Fire Services	\$248.38
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526070 Equipment Repair & Maint

RICKS APPLIANCE SERVICE INC. \$180.00

Total 526070 Equipment Repair & Maint	\$180.00
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526092 Rent-Real Property

CO CO PROPERTIES LLC \$4,088.24

Total 526092 Rent-Real Property	\$4,088.24
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Total 2V - Bldg & Equip Charges	\$9,228.62
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2Z - Other Contractuals

529010 Bank Charges

City of Wichita \$288.93

Total 529010 Bank Charges	\$288.93
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529020 Postage

P-CARD ONE-TIME PAY \$319.20

Total 529020 Postage	\$319.20
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529030 Shipping & Freight

P-CARD ONE-TIME PAY \$64.85

Total 529030 Shipping & Freight	\$64.85
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Wichita Public Library General Fund Bills

October 2025

529040 Subscriptions

P-CARD ONE-TIME PAY \$29.60

Total 529040 Subscriptions	\$29.60
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529052 Library Subs-Electronic Matls

OVERDRIVE INC \$33,109.34

Total 529052 Library Subs-Electronic Matls	\$33,109.34
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529070 Printing/Copying/Scanning

City of Wichita \$932.26

Total 529070 Printing/Copying/Scanning	\$932.26
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529990 Other Contractuals

P-CARD ONE-TIME PAY \$60.00

Total 529990 Other Contractuals	\$60.00
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Total 2Z - Other Contractuals	\$34,804.18
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Total 10002 - Library - Contractuals	\$194,092.57
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10003 - Library - Commodities

3B - Supplies

531010 Computing Supplies

P-CARD ONE-TIME PAY \$145.15

Total 531010 Computing Supplies	\$145.15
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531020 Office Supplies

City of Wichita \$2,658.96

P-CARD ONE-TIME PAY \$3,983.35

Total 531020 Office Supplies	\$6,642.31
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531030 Custodial Supplies

P-CARD ONE-TIME PAY \$382.08

Total 531030 Custodial Supplies	\$382.08
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531100 Uniforms & Clothing

P-CARD ONE-TIME PAY \$42.88

Total 531100 Uniforms & Clothing	\$42.88
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Total 3B - Supplies	\$7,212.42
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3F - Components & Parts

532020 Automotive Parts & Supplies

City of Wichita (\$135.10)

Total 532020 Automotive Parts & Supplies	(\$135.10)
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Wichita Public Library General Fund Bills

October 2025

532990 Other Equip Parts & Supplies

RICKS APPLIANCE SERVICE INC. \$10.50

Total 532990 Other Equip Parts & Supplies	\$10.50
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Total 3F - Components & Parts	(\$124.60)
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3N - Fuel

539012 Gasoline

City of Wichita \$430.98

Total 539012 Gasoline	\$430.98
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Total 3N - Fuel	\$430.98
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4Z - Non-Capital Outlay

549020 Data Processing Equip <\$5k

(\$50.00)

City of Wichita (\$8,666.02)

Total 549020 Data Processing Equip <\$5k	(\$8,716.02)
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549110 Library Materials

P-CARD ONE-TIME PAY \$55,932.94

Total 549110 Library Materials	\$55,932.94
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Total 4Z - Non-Capital Outlay	\$47,216.92
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Total 10003 - Library - Commodities	\$54,735.72
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Grand Total

\$913,642.59

Wichita Public Library Grant Bills

October 2025

Y4806 - SCKLS 24-South Central KS Library S

2 - Contractuals

2N - Employee Development

524020 Travel & Training

ERIN HOWERTON \$238.00

SARAH YOST \$3,000.00

Total 524020 Travel & Training	\$3,238.00
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Total 2N - Employee Development	\$3,238.00
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2Z - Other Contractuals

529030 Shipping & Freight

P-CARD ONE-TIME PAY \$1,951.81

Total 529030 Shipping & Freight	\$1,951.81
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529051 Library Software/Licenses

POLICYMAP INC \$3,500.00

Total 529051 Library Software/Licenses	\$3,500.00
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529990 Other Contractuals

STRONG HAND INC \$2,700.00

UNIQUE MANAGEMENT SERVICES INC \$11,521.70

Total 529990 Other Contractuals	\$14,221.70
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Total 2Z - Other Contractuals	\$19,673.51
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Total 2 - Contractuals	\$22,911.51
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3 - Commodities

3B - Supplies

531020 Office Supplies

P-CARD ONE-TIME PAY \$871.15

Total 531020 Office Supplies	\$871.15
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Total 3B - Supplies	\$871.15
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3J - Materials

533050 Concrete & Cement

STRONG HAND INC \$2,200.00

Total 533050 Concrete & Cement	\$2,200.00
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Total 3J - Materials	\$2,200.00
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4Z - Non-Capital Outlay

549010 Furniture & Fixtures <\$5k

P-CARD ONE-TIME PAY \$11,252.07

Wichita Public Library Grant Bills

October 2025

Total 549010 Furniture & Fixtures <\$5k	\$11,252.07
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Total 4Z - Non-Capital Outlay	\$11,252.07
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Total 3 - Commodities	\$14,323.22
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Total Y4806 - SCKLS 24-South Central KS Library S	\$37,234.73
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Wichita Public Library Grant Bills

October 2025

Y5801 - SCKLS 25-South Central KS Library S

2 - Contractuals

2R - Professional Srvc

525080 Service Contractors

City of Wichita (\$34,495.50)

Total 525080 Service Contractors	(\$34,495.50)
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Total 2R - Professional Srvc	(\$34,495.50)
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2z - Other Contractuals

529052 Library Subs-Electronic Matls

OVERDRIVE INC \$16,727.24

Total 529052 Library Subs-Electronic Matls	\$16,727.24
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Total 2z - Other Contractuals	\$16,727.24
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Total 2 - Contractuals	(\$17,768.26)
------------------------	---------------

3 - Commodities

4Z - Non-Capital Outlay

549110 Library Materials

P-CARD ONE-TIME PAY \$483.98

Total 549110 Library Materials	\$483.98
--------------------------------	----------

Total 4Z - Non-Capital Outlay	\$483.98
-------------------------------	----------

Total 3 - Commodities	\$483.98
-----------------------	----------

Total Y5801 - SCKLS 25-South Central KS Library S	(\$17,284.28)
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Wichita Public Library Grant Bills

October 2025

Y5800 - Library-State Grants-in-Aid 2025

2 - Contractuals

2N - Employee Development

524020 Travel & Training

DAVID GARCIA	\$215.00
JAIME NIX	\$215.00
JANELLE R MERCER	\$238.00
REBA A PEARSON	\$238.00
SIERRA M KELLY	\$170.00
STEVEN T KELLY	\$170.00

Total 524020 Travel & Training	\$1,246.00
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Total 2N - Employee Development	\$1,246.00
---------------------------------	------------

2V - Bldg & Equip Charges

526020 Building Repair & Maint

RCREW INC	\$7,939.60
-----------	------------

Total 526020 Building Repair & Maint	\$7,939.60
--------------------------------------	------------

Total 2V - Bldg & Equip Charges	\$7,939.60
---------------------------------	------------

2Z - Other Contractuals

529070 Printing/Copying/Scanning

City of Wichita	\$351.77
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Total 529070 Printing/Copying/Scanning	\$351.77
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529120 Ad Campaigns (Marketing)

MUSIC THEATRE OF WICHITA	\$2,500.00
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Total 529120 Ad Campaigns (Marketing)	\$2,500.00
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529141 Software License & Maint Fees

City of Wichita	\$1,800.00
SHI INTERNATIONAL CORP	\$359.00

Total 529141 Software License & Maint Fees	\$2,159.00
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529142 Hardware Maint & Warranties

City of Wichita	\$2,245.50
-----------------	------------

Total 529142 Hardware Maint & Warranties	\$2,245.50
--	------------

Total 2Z - Other Contractuals	\$7,256.27
-------------------------------	------------

Total 2 - Contractuals	\$16,441.87
------------------------	-------------

3 - Commodities

3B - Supplies

531020 Office Supplies

Wichita Public Library Grant Bills

October 2025

P-CARD ONE-TIME PAY \$206.76

Total 531020 Office Supplies	\$206.76
------------------------------	----------

531150 Food Supplies

P-CARD ONE-TIME PAY (\$253.51)

Total 531150 Food Supplies	(\$253.51)
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Total 3B - Supplies	(\$46.75)
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3J - Materials

533090 Building Parts & Materials

RCREW INC \$11,909.40

Total 533090 Building Parts & Materials	\$11,909.40
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Total 3J - Materials	\$11,909.40
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Total 3 - Commodities	\$11,862.65
-----------------------	-------------

4 - Library-State Grants-in-Aid 25

4N - Machinery & Equip

544020 Data Processing Equipment >\$5k

City of Wichita \$30,450.00

Total 544020 Data Processing Equipment >\$5k	\$30,450.00
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Total 4N - Machinery & Equip	\$30,450.00
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Total 4 - Library-State Grants-in-Aid 25	\$30,450.00
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5 - Library-State Grants-in-Aid 25

5A - City Admin Charges

551010 City Administrative Charges

City of Wichita \$898.44

Total 551010 City Administrative Charges	\$898.44
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Total 5A - City Admin Charges	\$898.44
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Total 5 - Library-State Grants-in-Aid 25	\$898.44
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Total Y5800 - Library-State Grants-in-Aid 2025	\$59,652.96
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	Type	Date	Num	Name	Debit	Credit	Balance
WPL Gifts October 2025							751,209.34
Baird Account							652,533.22
Baird Checking							122,600.22
Facility Improvements							119,128.13
	Bill Pmt -Check	10/09/2025	4862	Hutton Corporation	19,200.00		99,928.13
	Bill Pmt -Check	10/09/2025	4863	StackMap Inc	13,522.00		86,406.13
	Total Facility Improvements				0.00	32,722.00	86,406.13
	Baird Checking - Other						3,472.09
	Total Baird Checking - Other						3,472.09
	Total Baird Checking				0.00	32,722.00	89,878.22
	Investments						529,933.00
	Total Investments						529,933.00
Total Baird Account					0.00	32,722.00	619,811.22
Emprise Checking							98,676.12
Cash on Hand							400.00
	Total Cash on Hand						400.00
WGS							357.16
	Total WGS						357.16
FOL							6,740.95
	Total FOL						6,740.95
SCKLSSRG							152.09
	Total SCKLSSRG						152.09
FOL Holds							690.41
	Total FOL Holds						690.41
Levand							22,352.57
	Bill Pmt -Check	10/09/2025	1074	Balloon Studio	379.00		21,973.57
	Bill Pmt -Check	10/09/2025	1075	Savannah Ball	15.59		21,957.98
	Bill Pmt -Check	10/17/2025	1082	Quik Print Inc	29.16		21,928.82
	Bill Pmt -Check	10/17/2025	1083	Racine Zackula	376.12		21,552.70
	Total Levand				0.00	799.87	21,552.70
WPL							67,982.94
	Bill Pmt -Check	10/09/2025	1076	Alice Smith	151.22		67,831.72
	Bill Pmt -Check	10/17/2025	1084	Jamie Nix	79.00		67,752.72
	Total WPL				0.00	230.22	67,752.72
Total Emprise Checking					0.00	1,030.09	97,646.03
					0.00	33,752.09	717,457.25
					0.00	33,752.09	717,457.25

Funding Model Template for Wichita Public Library System's Furniture, AV, and Security Over 10 Years

1. Project Overview

- **Wichita Public Library System**
- **Branch Locations:** Advanced Learning Library, Alford, Evergreen, Maya Angelou, Rockwell, Walters, and Westlink
- **Date:** September 2025
- **Prepared By:** Jaime Nix, Director of Libraries; Tammy Penland, Assistant Library Director; Bruce Goodwin, Public Work; Kristina Rose, City Manager's Office

Overview: This funding assessment provides a breakdown of the projected costs for the maintenance and replacement of furniture, audiovisual equipment, technology and security systems for the seven branch locations of the library over a 10-year period. The budget assumes that each branch will have different needs based on size, usage, and local neighborhood needs. The funding includes both public and staff spaces.

Without a current facilities master plan, the care of a public and privately funded investments for Wichita Public Library facilities requires a funding path to replace future damaged, failing, and overall use of library equipment and furnishings.

This plan, while not comprehensive to include the development of the public library system (the Branch Master Plan is complete) or ongoing maintenance (currently within Public Works Operating and CIP budgets), can inform any future library facilities plans and projects. The quantities, square footage, and overall calculations provide the basis of expenditures made from 2017-2025 to modernize the Wichita Public Library System.

Research and Background:

- No industry standards exist for public library facilities to plan for replacements for FF&E, which made this plan difficult to build a model based in peer communities. In review of large, urban public libraries, each has an active facilities plan that addresses comprehensive maintenance and replacements in addition to development of the branch system to meet community needs.
- Public Works oversees the public facilities' systems and plans for roof and flooring replacements at a 30+ year interval. At present, library maintenance is combined

with all City-owned public facilities. Going forward, Library maintenance will be reflected as a separate CIP budget line for improved collaboration and prioritization.

- Local FF&E vendors were consulted to determine standard practice for the lifecycle of public furnishings. The varied resources and information received, as well as the range of furniture purposes across the library system, is challenging to plan a one-to-one model.
- Public library shelving systems are generally a one-time cost. The costs for shelving have not been included in any of the financial figures.
- As a result of the branch remodels, all locations are now managed by City Security while previously only four branches used City services and the other three used another vendor. This upgrade has streamlined costs and will ensure effective monitoring of safety features.
- At present, Audiovisual is not currently overseen by any department in the City of Wichita. Different roles are handled by staff in IT (cabling), Communications (enhancements), and public facilities (program need and maintenance oversight).
- IT was consulted about this planning tool and provided all supported devices, software, and inventory quantities at present. This data helped inform necessary replacement cycles for non-IT Replacement Funded equipment necessary to run a library (servers, switches) and which is refunded at 80% due to the Federal E-Rate Program.
- Evergreen Community Center and Library operate with partners and the Office of Community Services. The calculation for this site only includes library furniture and technology, but does include all shared meeting and collaboration spaces, which are managed by the Wichita Public Library.
- Signage (exterior and interior) will be brought forward as a future year CIP project to integrate this necessary feature for wayfinding.

2. Branch FFE, Technology and AV models Full Costs

<i>BRANCH</i>	<i>SQ Footage</i>	<i>Date of Remodel</i>	<i>FFE/Tech/AV expenses</i>	<i>Unfunded systems</i>
Advanced Learning Library	105,200	2018	\$1,272,283.00	5% of servers AMH machine FF&E Technology 95% AV

				Mobile tech labs Digital Wall Self-check
Alford	19,768	2025	\$230,054.00	FF&E Technology AV Self-check
Evergreen	14,000 (library portion is 9,669)	2023	\$389,950.00	FF&E Technology AV Self-check
Maya Angelou	5,206	2025	\$ 214,973.00	FF&E Technology AV Self-check
Rockwell	17,481	2025	\$542,871.00	FF&E Technology AV Self-check Security
Walters	6,913	2022	\$153,564.00	FF&E Technology AV Self-check Security
Westlink	18,000	2025	\$1,069,502.00	FF&E Technology AV AMH Machine Self-check Security
TOTAL	182,237 SQ FT		\$3,873,197.00	

4. Proposed Timeline for Replacements of FF&E, AV, and Technology

FF&E	7 years
Technology	10 years
AV	7 years (system technology) 15 years (projectors)

5. Annual Maintenance

Wichita Public Library has \$9000 allocated annually for repairs for furniture, AV equipment, and non-ERF covered technology in the General Fund. WPL allocates approximately \$35,000 annually from State Aid grants to supplant this amount. The largest routine financial impact occurs when public or staff chairs are damaged, or technology equipment fails due to age or damage.

Annual furniture and equipment maintenance funds should increase to no less than \$25,000 annually to support routine maintenance needs across facilities as part of the annual budget process.

6. Proposed Funding Needs and Sources

Source	Annual Contribution (\$)	Total Contribution Over 10 Years (\$)
Local Government	\$327,319.70*	\$3,273,197.00
Library Operating Budget	\$25,000**	\$250,000
Grants (State/Federal)	\$35,000	\$350,000
Total Funding		\$3,873,197.00

Based on branch remodel completion and CIP timing, the ALL requires funding to replace worn and damaged furniture beginning in 2027, with branch allocations needed in 2031.

This could look like:

2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
\$1,100,000 (Advanced Learning Library)	\$145,000 (Walters)	\$370,000 (Evergreen)	-	\$1,658,197 (Alford, Angelou, Rockwell and Westlink)	-	-	-	-	-

*Full amount needed beyond existing funding sources

**Presumes annual increase of \$14,000 (currently \$9000 annually) to operating budget for Furniture & Equipment Maintenance

7. Inflation and Technology Upgrade Considerations

- **Inflation Rate Assumption:** 2.5% annual increase will be reflected in the Wichita Public Library requests to the CIP for furniture and non-technology equipment.
- **A/V, Security, and Technology Upgrade Assumption:** A 15% increase will be allocated for upgrading AV and security technology during the appropriate year for replacement in order to keep up with advancements.

8. Funding Allocation

This plan establishes the baseline funds necessary to maintain currently unfunded furniture, A/V, and technology. Once approved, the Wichita Public Library System will oversee funding allocations based on the year of remodel, the wear of furniture and equipment, and unexpected needs.

Wichita Public Library System will continue to coordinate purchases through City Procurement and will leverage privately funded projects to leverage opportunities from donors.

Changes or enhancements to facilities will be a new CIP project request for consideration and, upon approval, appropriate adjustments will be made to the annual funding request as part of the annual budget cycle.

9. Evaluation and Adjustments

- **Annual Review:** WPL will conduct an annual review of the budget at the system-wide level, adjusting for inflation, any unplanned costs, or technology updates in preparation for the budget cycle.
- **System Approach for Reallocation of Funding:** This plan combines funds into a system-wide budget for greatest flexibility based on dynamic needs. If a branch experiences higher than expected costs (e.g., due to unexpected repairs, damage etc.), reallocation of funds will be coordinated as a department.
- **Rolling CIP Funding:** Because of the timing of the branch remodel completions, significant work will be undertaken in 2031. This plan assumes that allocated funds for the Library that are left unspent in the CIP will be carried forward to the next year to complete the full needs for replacements.

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Operations Committee Agenda
Friday, November 14, 2025
Board Room / MS Teams 3:30pm
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. November Policy Updates: continued conversation to proposed revisions to policies ORG-001 and ORG-001.1
3. Research Pavilion Hours of Operations
4. Walters Branch Security Update
5. Mostly Cashless Project and Faxing Update
6. Integrated Library System (ILS) Update
7. 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
Public Affairs Committee Agenda
Thursday, November 13, 4:00pm
Board Room / MS Teams
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Approval of October 9, 2025 Minutes
3. WPL Brand Creative Brief and Discussion
4. 2026 Advocacy Committee Priorities and Goals
5. Other items from the Committee

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, October 9, 4:00pm

Board Room / MS Teams

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

In attendance: Kurt Oswald, Tina Walterscheid, Susie Ternes (online), and Jaime Nix

1. Call to Order (4:02pm)
2. Raising Awareness Updates: Director Nix provided an update on the new artistic sign at the Maya Angelou Branch, which completes the art installations at the branch. She also provided an update on programming and awareness of censorship during Banned Books Week. Recently, Good Morning, Kansas filmed a segment at the newly remodeled Rockwell Branch Library.
3. 2026 Planning: board retreat topic: the committee discussed the goals for board education, which will help elevate the annual workplan developed by library staff. The committee discussed a framework that could be introduced for board engagement and contributions.
4. City Manager Transition: Director Nix provided the group an update on the timeline for interviews for the City Manager position.
5. State Budget Tour: November 12: the committee was informed that Governor Kelly will be holding a listening tour and has a stop planned in Wichita.



FOR

Wichita Public Library

Creative Brief





Discovery

Observations from Discovery Meetings & Conversations with Gardner Design

Evolving Identity: The Wichita Public Library is transitioning from being book-centric to people-centric. A place of transactions to one of transformation. It's now about relationships, access, and human connection, "books are tools; the people and ideas are the change." Staff are described as champions and connectors who empower others to "get unstuck" or discover new pathways.

Perception Gap: Community sees 5% of what the library truly offers with awareness as the largest challenge. There's a tension between being beloved and undervalued; "trusted angel of the city," yet underfunded. Desire to shift from "I didn't know the library offered that" to "I wonder if they offer that."

Positioning Potential: The mission "Connect. Discover. Learn. Thrive." is concise and powerful — a strong foundation for campaign language or visual storytelling. Library as the equalizer and community entry point. The Library is the one place where everything is free, everyone belongs, and help is human. Increasingly relevant for health, technology, and social well-being (post-Covid isolation, parental stress, digital divide).

Spectrum of the Library Audience - Young Families:

Looking for connection and safe play spaces. Adults mid-life: seeking enrichment or tech access. Older adults: social engagement, reading community. Teens: a challenge area (safety, engagement, underused spaces). ESL & low-literacy populations: opportunities for inclusion and dignity.

Tone & Personality: Warm, competent, inclusive, and optimistic. Not government, but trusted civic partner. Not academic, but curious and empowering. The future library is an illuminator — helping people see what's possible.



Discovery + Brand personality

Discovery

In discovery, Gardner Design met with the leadership of Wichita Public Library and conducted surveys.

The following highlights a few of the insights that were collected that we'll keep in mind as we begin to flesh out the identity, branding, story, messaging, and more for this project. Along with discovery in person we also sent surveys with a series of questions to leadership and external public that we were interested in hearing from.

Brand Personality

In 1997, Stanford Professor Dr. Jennifer Aaker presented the Dimensions of Brand Personality, based on extensive research of the general characteristics of organizational brands across the world.

As a result of her research, she concluded that brands predominantly fall into a combination of five brand personality categories.

These categories include:

Sincerity. Other describing words in this category include Domestic, Honest, Genuine, Cheerful, and Wholesome.

Excitement. Other describing words include Daring, Spirited, Imaginative, Current, and Carefree.

Competence. Other describing words include Reliable, Responsible, Wise, Dependable, and Efficient.

Sophistication. Other describing words include Glamorous, Pretentious, Charming, Romantic, and Luxurious.

Ruggedness. Other describing words include Tough, Strong Outdoorsy, Durable, and Athletic.

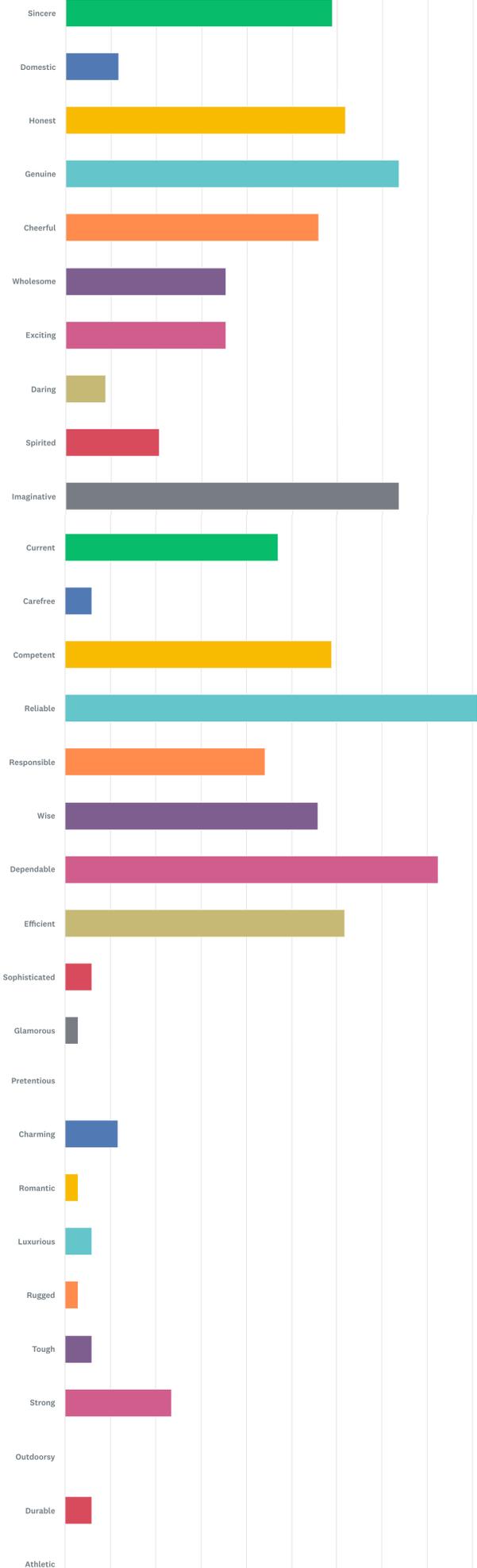
Wichita Public Library Brand Personality At A Glance

40% Competence

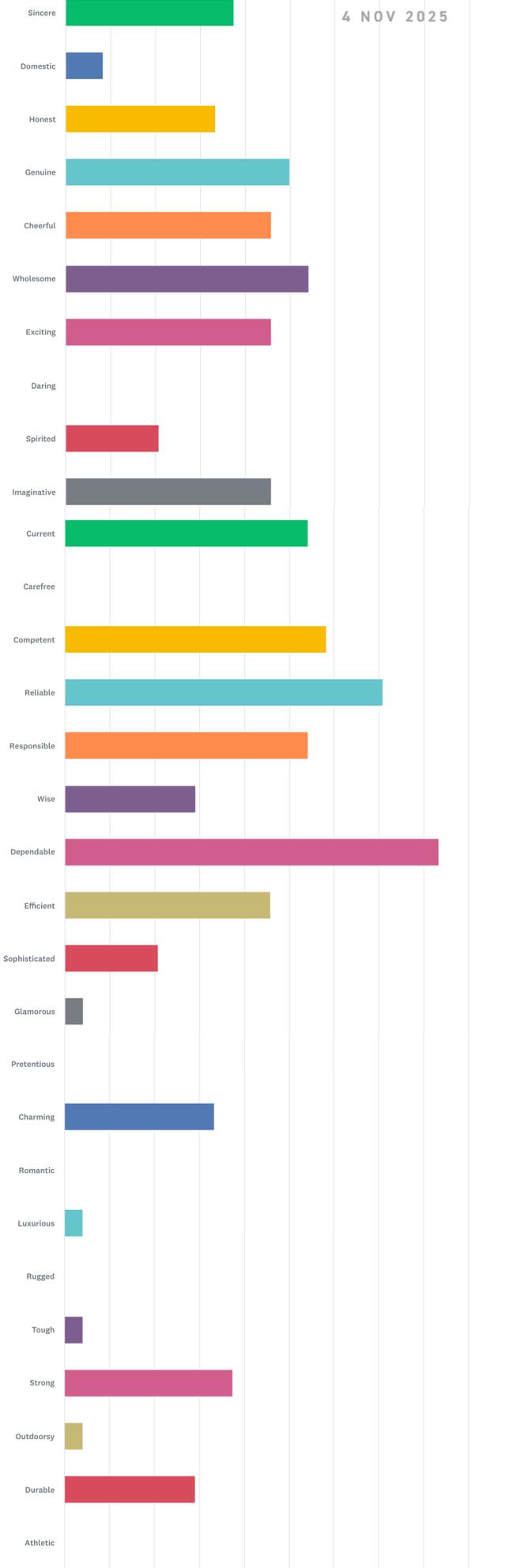
30% Sincerity

30% Excitement

Internal



External



Brand personality



Survey



Question:

Questions 2, 3, 4, and 5 are a SWOT analysis. These are Strengths, Weaknesses, Opportunities, and Threats. When answering, think in terms of Wichita Public Library as an organization, and specifically including any changes which could be local, regional, or even global. (You may list more than one on all of these questions.)

Wichita Public Library's greatest strengths?

Summary of responses from internal and external combined:

The Wichita Public Library's greatest strength is its people. Staff are consistently described as knowledgeable, kind, and deeply committed to helping every patron succeed; a team that embodies warmth, inclusivity, and service. They are more than librarians; they are teachers, problem-solvers, and connectors who meet people where they are and help them move forward. Their compassion and adaptability make the Library one of the most trusted and beloved institutions in the city.

Across its branches, the Library offers beautiful, accessible spaces that reflect Wichita's diversity and invite exploration, learning, and community connection. The system's wide reach and well-maintained facilities provide a welcoming "third place" for all ages and backgrounds. The Library is a place that requires no purchase, no prerequisites, and no judgment.

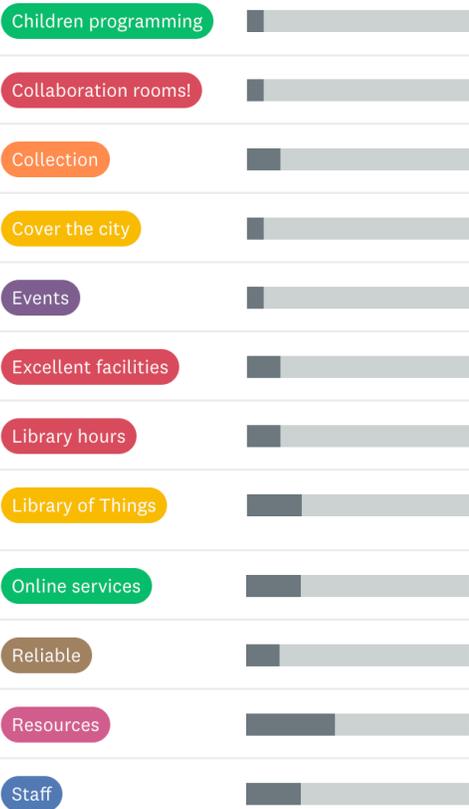
WPL's resources are broad and thoughtfully curated, from books and media to technology, 3D printing, and the innovative "Library of Things." Its collection, both physical and digital, is responsive to community needs and constantly evolving. It's supported by strong policies, an engaged leadership team, and trusted partnerships with the Library Foundation and Friends of the Library.

At its core, the Wichita Public Library is a civic equalizer: free and open to all, empowering people to connect, discover, learn, and thrive. It serves as an essential community hub that promotes literacy, creativity, and lifelong learning; accomplishing all of this with fiscal responsibility, strong community relationships, and an unwavering belief in the transformative power of access.



Greatest strengths?

External



Internal



Survey



Question:

Greatest weaknesses?

Summary of responses from internal and external combined:

While the Wichita Public Library is deeply valued, those answering the survey repeatedly pointed to budget and staffing shortages as the most pressing weaknesses. Limited funding constrains the Library’s ability to maintain longer hours, retain skilled employees, and expand programs into underserved areas. Staff report being stretched thin, often asked to do more with less, while leadership acknowledges that chronic underinvestment affects everything from technology upgrades to building maintenance.

Closely tied to those fiscal limits is the challenge of capacity and reach. With only so many hours and hands available, it’s difficult to sustain the full breadth of services the community expects; from mobile or outreach programs to robust in-branch offerings. This sometimes results in long wait times for popular books or digital titles, fewer programs for specific audiences like homeschool families or pre-teens, and reduced visibility in high-need neighborhoods.

A recurring concern is awareness and communication. Many respondents admitted they simply don’t know what the Library offers, or how to find information about programs and events. Marketing outside Library walls is limited, and even regular patrons sometimes overlook newer initiatives like experience passes, classes, or tech training. The perception gap persists: while insiders know the depth of services, the broader public often sees only “books.”

Internally, respondents described fragmentation and fatigue. With roughly a little less than 150 staff across multiple branches and departments, communication can feel siloed, and inter-departmental collaboration is limited. Some employees noted they rarely interact with peers outside their area. Combined with turnover and hiring difficulties, this can contribute to a sense of strain and disconnection across the system.

Several comments also mentioned infrastructure and technology limitations. Even the new Advanced Learning Library has faced maintenance issues, including HVAC and water problems, and outdated equipment in conference rooms. Across branches, aging technology, crowded children’s collections, and limited parking occasionally frustrate patrons and staff alike.

Patrons highlighted accessibility challenges, including reduced weekend hours and limited morning openings, as well as website navigation difficulties and confusing notifications for holds and interlibrary loans. Some mentioned that the downtown branch can feel intimidating or overwhelming without more wayfinding or “how-to” guidance for new users.

A few cited service inconsistencies; not every staff interaction feels equally warm or helpful, and behavior issues among some patrons can create uncomfortable environments. These concerns, while isolated, suggest a need for continued staff training, communication, and clear standards of care across all branches.

Many recognized a broader systemic weakness: the Library’s inability to fully reach or resonate with the people who might need it most, including low-income families, young adults, and non-English-speaking residents.

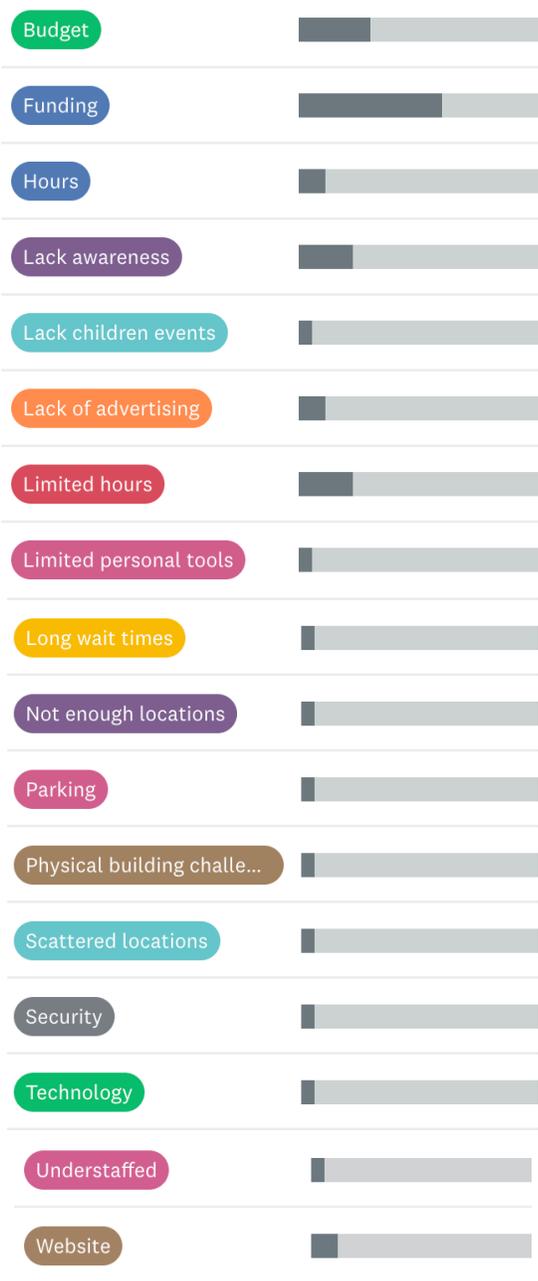


Greatest weaknesses?

External



Internal Continued



Survey



Question:

Greatest opportunities?

Summary of responses from internal and external combined:

The Wichita Public Library has an extraordinary opportunity to deepen its role as a civic connector and trusted gathering space. With strong community trust already established, the Library is uniquely positioned to serve as Wichita's living room; a safe, inclusive, and welcoming "third place" where people can learn, belong, and build relationships across generations and cultures. As isolation and disconnection persist post-pandemic, the Library's potential to connect people to ideas, resources, and one another this has never been more important.

Partnerships and collaboration stand out as one of WPL's greatest growth areas. Stakeholders see possibilities in working more closely with nonprofits, schools, local businesses, and workforce development organizations to extend the Library's reach and relevance. These relationships could amplify literacy efforts, promote early learning, and close gaps in digital and practical skills across the community. With existing partnerships already strong, the Library can leverage them further to meet people where they are; both physically and culturally.

There is also a clear opportunity to increase public awareness of what the Library offers. Many community members called for broader advertising, storytelling, and creative campaigns to showcase programs beyond the website or social media. The Library's recently renovated branches, modern amenities, and innovative services — from the Book Bus to the Library of Things — offer powerful visual proof points that WPL is more than books. By telling these stories in new ways, the Library can shift public perception from a quiet place of the past to a vibrant hub of discovery and connection.

A few noted the potential for the Library to expand its educational and enrichment programming, particularly for adults. Suggestions included more book clubs, creative workshops, and interactive experiences that foster belonging and conversation. As more people seek community and purpose, the Library can fill that void, cultivating lifelong learners and building social connection through reading challenges, cultural programs, and shared learning circles.

New funding and fundraising initiatives also represent a major opportunity. Ideas like branded license plates, book sponsorships, or donor-driven events could increase visibility and civic pride while supporting operational needs. The Friends of the Library and Foundation already offer strong infrastructure for this, giving WPL the chance to creatively engage supporters who want to invest in something meaningful for Wichita's future.

On a practical level, there is room to expand offerings and accessibility from extended hours and neighborhood outreach to enhancing the Library of Things with tools, art supplies, or sewing machines. These tangible services position the Library as a place not just for borrowing books, but for building skills, saving money, and learning sustainable habits.

The Library's digital presence also offers exciting possibilities. With younger generations discovering WPL through social media or online catalogs, the Library can strengthen engagement through storytelling, tutorials, and virtual programming. There's growing interest in blending physical and digital experiences — livestreaming events, offering online classes, and extending access to e-learning tools that meet modern needs.

There are opportunities for the Library to step forward as an educator and advocate. As a trusted source of factual information and literacy in an age of misinformation. By positioning itself as a champion for curiosity, access, and truth, WPL can elevate its public role, reinforcing that libraries are not only repositories of knowledge, but active partners in a stronger, more informed Wichita.

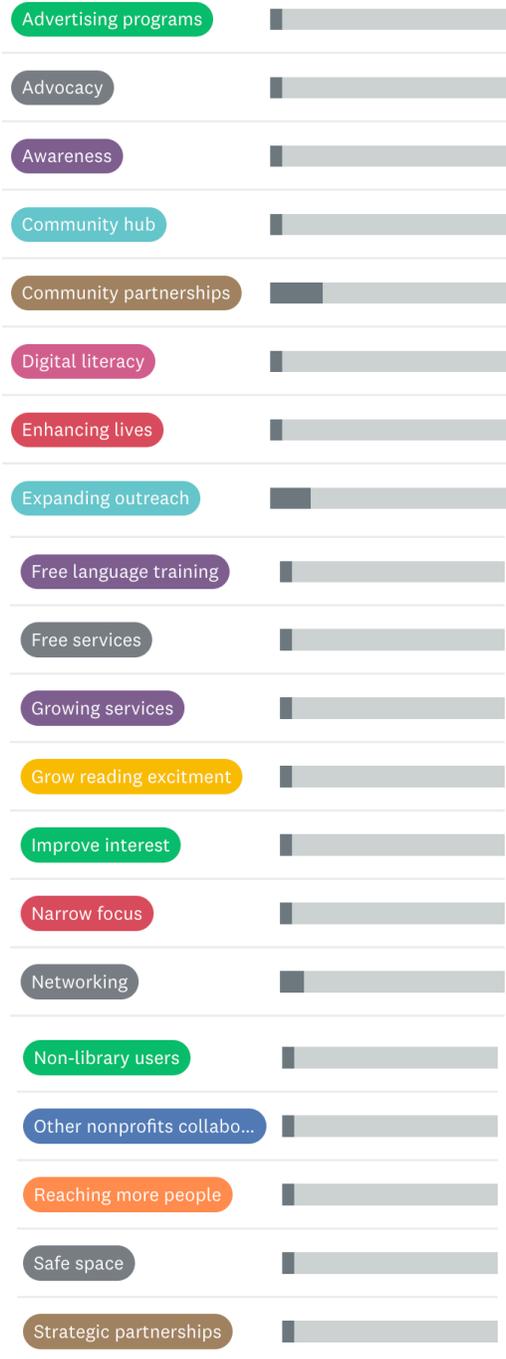


Greatest opportunities?

External



Internal



Survey



Question:

Greatest threats?

Summary of responses from internal and external combined:

The Wichita Public Library's greatest and most consistent threat is funding instability. Nearly every respondent — from staff to community members — expressed concern about shrinking budgets at the city, state, and federal levels. Libraries across the country face similar pressures, and Wichita's per-capita investment remains low. When funding is cut, programs shrink, hours shorten, and staff are stretched beyond capacity, all of which undermines the Library's ability to meet rising community needs.

A closely linked concern is political interference and censorship. Respondents referenced national and local movements to ban books, restrict content, or eliminate diversity-related initiatives. These trends threaten the Library's long-standing commitment to intellectual freedom, inclusion, and access to information.

Public perception and apathy pose another significant threat. While the Library is trusted by those who use it, a growing portion of the population — particularly younger adults — may not see it as relevant. Social media commentary such as "Do libraries still exist?" reflects a lack of understanding about WPL's modern role. Without stronger storytelling and advocacy, the Library risks invisibility among non-users.

Some also cited safety and social concerns within branches. As social services and mental-health resources become more limited across the city, libraries often serve as day spaces for vulnerable populations. While staff remain compassionate, these realities create strain, requiring increased security, training, and empathy to ensure safety for both patrons and employees.

As more entertainment and education options shift online, people's habits and attention spans evolve. Competing with on-demand digital services, private coworking spaces, and short-form content can make it harder for libraries to capture sustained attention, even though WPL offers comparable digital resources that remain underutilized.

Internally, staff referenced burnout and capacity limits as ongoing risks. Budget constraints and high expectations have created fatigue, with employees worried about maintaining morale and service quality under constant pressure. Without adequate recognition or relief, this could lead to turnover and the loss of the Library's greatest strength; its people.

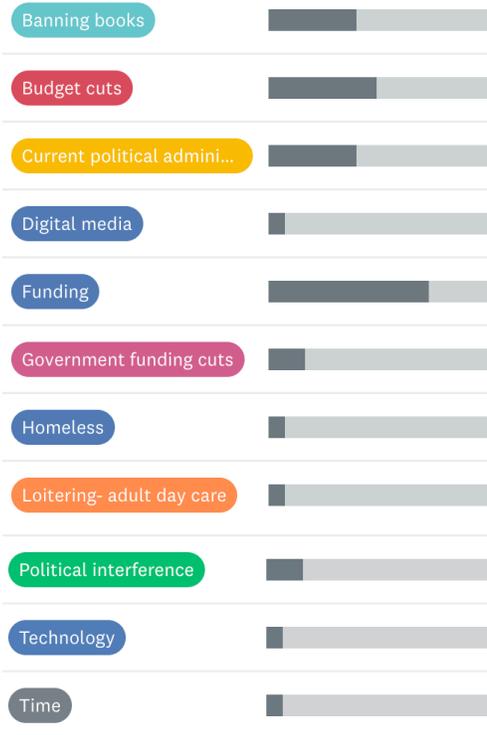
A few participants warned of complacency and communication breakdowns within the system. Departmental silos, unclear internal changes, or insufficient outreach could weaken the Library's adaptability and responsiveness.

Some acknowledged external systemic factors that lie beyond the Library's control: political polarization, economic inequality, the decline of public trust in institutions, and growing misinformation. In this environment, WPL must continually reaffirm its purpose as a defender of access, learning, and truth — ensuring that Wichita's library remains not just a service, but a safeguard for an informed and connected community.

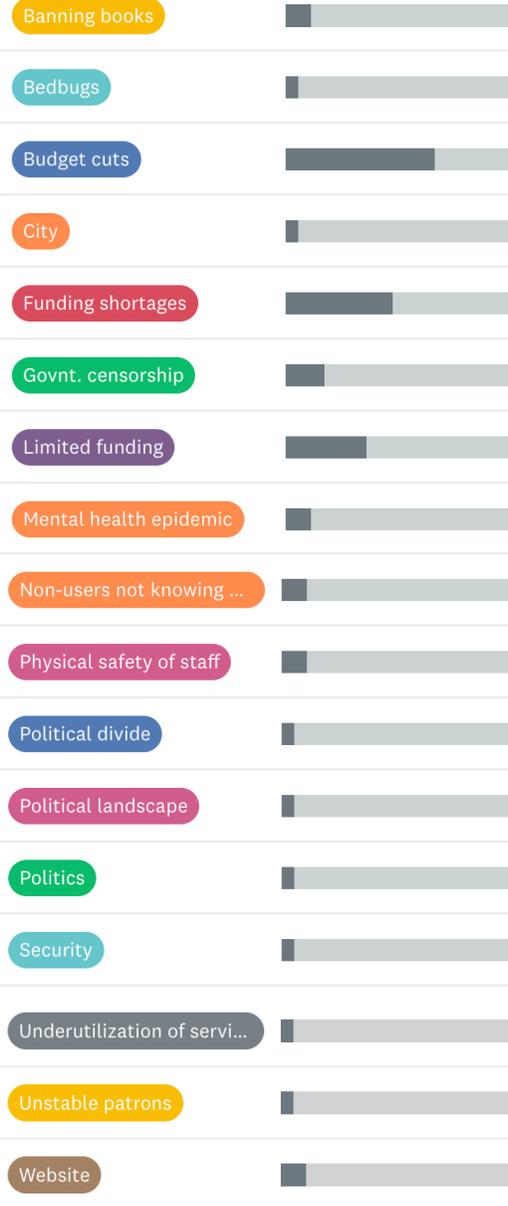


Greatest threats?

External



Internal



Survey



Question:

What do you think people say about the Wichita Public Library?

Summary of responses from internal and external combined:

Overall, people who engage with the Wichita Public Library express deep appreciation and affection. Patrons frequently describe it as a trusted, welcoming, and essential community space; a place where they feel seen, supported, and inspired. Many refer to the Library as one of Wichita’s best public assets, a “lifesaver” in difficult times, and a dependable source of connection and learning.

Across comments, staff are consistently celebrated as the heart of the Library experience. People describe librarians and employees as friendly, knowledgeable, and genuinely caring. They appreciate the helpfulness of staff who go above and beyond to guide, teach, or simply listen. This human touch defines the Library’s reputation and is often cited as the reason people return.

Patrons love the Library’s accessibility and variety of offerings; the ability to request materials across branches, use the Libby app, or discover new programs. They view the Library as a modern, evolving resource that provides not just books, but technology, meeting spaces, and enrichment opportunities for all ages. The newly renovated branches and children’s areas are frequently noted as beautiful, inviting spaces that reflect a city investing in itself.

At the same time, there’s acknowledgment that public understanding doesn’t match the Library’s full scope. Those familiar with WPL often rave about its many services, while others still think of it as “just books.” Many said they’ve met people who haven’t visited since childhood or who don’t realize how much the Library has changed. This gap represents one of WPL’s greatest communication challenges, and opportunities.

Some comments touched on lingering stigmas and misconceptions. A few mentioned concerns about safety or homelessness, or assumptions that the Library is outdated. Others noted that while users see WPL as progressive and inclusive, non-users may carry outdated perceptions about who the Library serves and why.

Several highlighted the Library’s role as a free and equalizing force. It’s viewed as a dependable resource during hard times — a place to access Wi-Fi, printing, or educational tools without financial barriers. For many, this accessibility defines the Library’s importance: a public service that fosters dignity and belonging across all walks of life.

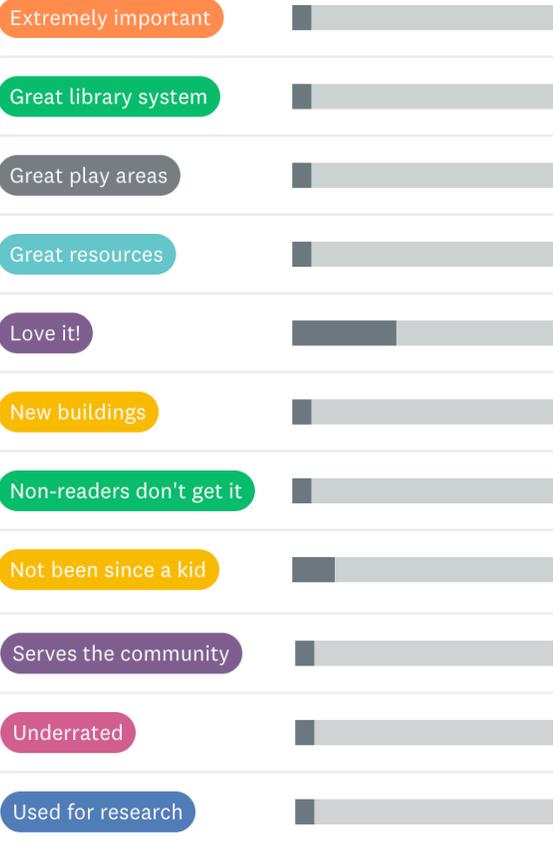
There’s also a sense of civic pride among patrons. Many say they’re proud of Wichita’s library system, its multiple branches, its scale, and its quality of service. They see it as a marker of the city’s values: inclusive, forward-thinking, and community-centered. For some, WPL represents what’s best about Wichita; caring people, free learning, and shared spaces that bring everyone together.

Perceptions of the Wichita Public Library tend to cluster around two things: those who know it and love it, and those who simply don’t yet know what it offers. The first group speaks with passion and loyalty; the second with curiosity or indifference. The Library’s ongoing opportunity is to bridge that divide, turning “I didn’t know they offered that” into “I can’t believe all they do.”

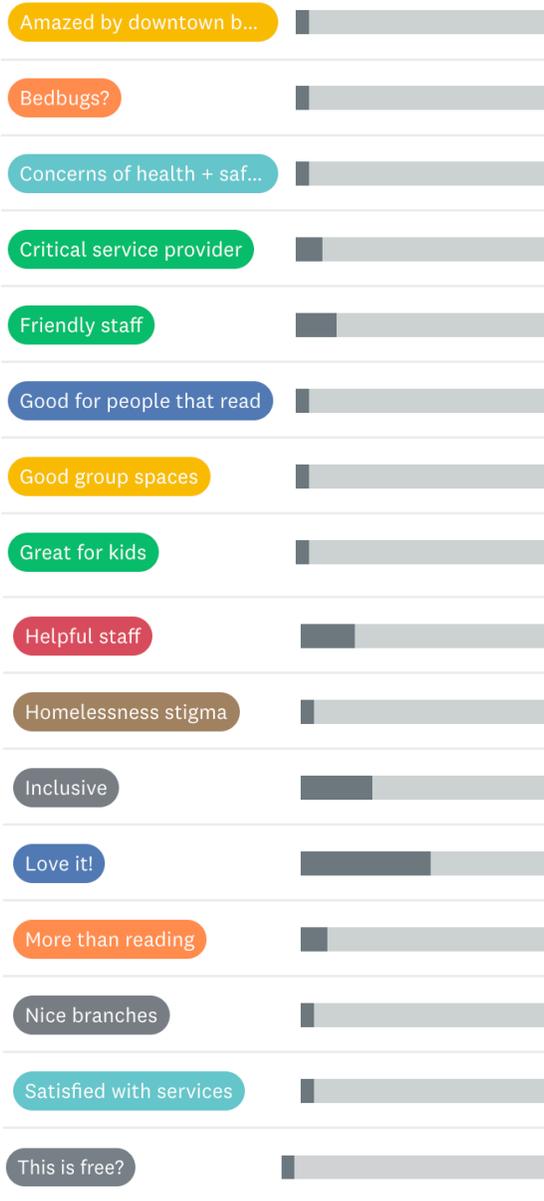


What do you think people say about Wichita Public Library?

External



Internal



Survey



Question:

How would you like Wichita Public Library to be described in the future?

Summary of responses from internal and external combined:

Those answering the survey overwhelmingly hope that the Wichita Public Library will be recognized as an essential public service — as vital to the city’s wellbeing as public safety, infrastructure, or education. They want the Library to be viewed not as a nice-to-have, but as a civic necessity: a cornerstone of learning, access, and connection that strengthens Wichita.

Many envision WPL as a bold, forward-thinking community hub; innovative, relevant, and unafraid to evolve. They see a future where the Library leads in technology, sustainability, and inclusivity, continually adapting to how people learn and connect. The words most often associated with this aspiration include vital, brilliant, daring, dynamic, and visionary.

Some also want the Library to be known as a safe, welcoming, and energizing space; a true “third place” for everyone. They imagine branches as centers of community life, where people of all backgrounds feel comfortable, curious, and inspired. Safety, belonging, and joy were recurring themes: places where children can play, families can learn, and adults can recharge or reconnect.

There’s a shared desire for WPL to be seen as a symbol of Wichita’s character; accessible, kind, and creative. Patrons and staff alike hope people will describe the Library as “our library,” a source of pride and a reflection of what makes Wichita a caring, forward-leaning community. Several even imagined ways to make this pride visible through citywide campaigns, “library crawl” events, or initiatives that encourage residents to rediscover their local branches.

At its heart, the Library of the future should embody empowerment and possibility. Those answering the survey want it to be known as a place that equips people with tools to grow, advance, and thrive; whether through books, technology, skills training, or human connection. They hope WPL will continue to champion curiosity and lifelong learning, creating conditions for individuals and families to unlock their potential.

People want WPL to be described as “energizing,” “fun,” and “engaging,” proving that learning and community life can be both dynamic and enjoyable. There’s also a hope that the Library will transcend politics and division, standing as a place that unites rather than divides. There is the vision of a library trusted by people of all affiliations; a safe, neutral ground where ideas can be explored freely and respectfully.

People hope the Wichita Public Library will be described as a vital, innovative, and beloved institution; one that continually redefines what a library can be. Not just a keeper of books, but a keeper of community.



How would you like Wichita Public Library to be described in the future?

External



Internal



Survey



Question:

What are the most positive things Wichita Public Library is known for?

Summary of responses from internal and external combined:

The Wichita Public Library is best known for its caring, knowledgeable, and helpful staff, who are repeatedly recognized as the Library’s most valuable asset. Patrons consistently praise the warmth and professionalism of employees across all branches, describing them as patient, resourceful, and genuinely invested in helping every visitor succeed. The customer experience is described as kind, personal, and dependable. This is central to WPL’s reputation.

The Library is celebrated for its wide selection of materials and resources, ranging from books, movies, and music to interlibrary loans that connect Wichita patrons to collections nationwide. Visitors are often surprised by the scope of what’s available, with many expressing gratitude for the ability to access so much knowledge and entertainment; all for free.

Families and educators particularly value WPL’s early literacy programs, children’s activities, and teen engagement. Storytimes, Summer Reading, and creative learning zones are among the most beloved offerings. Many see Wichita’s children’s and teen services as among the strongest in the state, fostering curiosity and joy in young learners while giving parents meaningful opportunities to connect.

The Library’s diverse and innovative programming was also highlighted. From 3D printing to genealogy research, one-on-one learning appointments, and community classes, WPL is recognized for providing experiences that extend far beyond traditional library services. These opportunities empower patrons to explore new interests, gain skills, and participate in lifelong learning.

Wichita residents appreciate the Library’s welcoming and well-designed spaces. Updated buildings and renovated branches reflect modern architecture and accessibility, with inviting interiors that encourage gathering and exploration. Meeting rooms, study nooks, and public spaces make WPL feel like a true community center — a safe, inclusive environment open to all.

The Library’s commitment to literacy, learning, and access shines through in nearly every response. Many view WPL as a trustworthy and reliable resource — a place that promotes freedom to read, equitable access to information, and opportunities for personal growth.

Another point of pride is WPL’s breadth of reach across the city. With multiple branches strategically located in different neighborhoods and services like the Book Bus extending access further, people recognize that the Library belongs to everyone in Wichita; not just one community or demographic.

The Wichita Public Library is known for being so much more than a place for books. It is a hub of learning, connection, and kindness; a beloved civic institution that continually evolves to meet the needs of its people while remaining grounded in its mission to connect, discover, learn, and thrive.

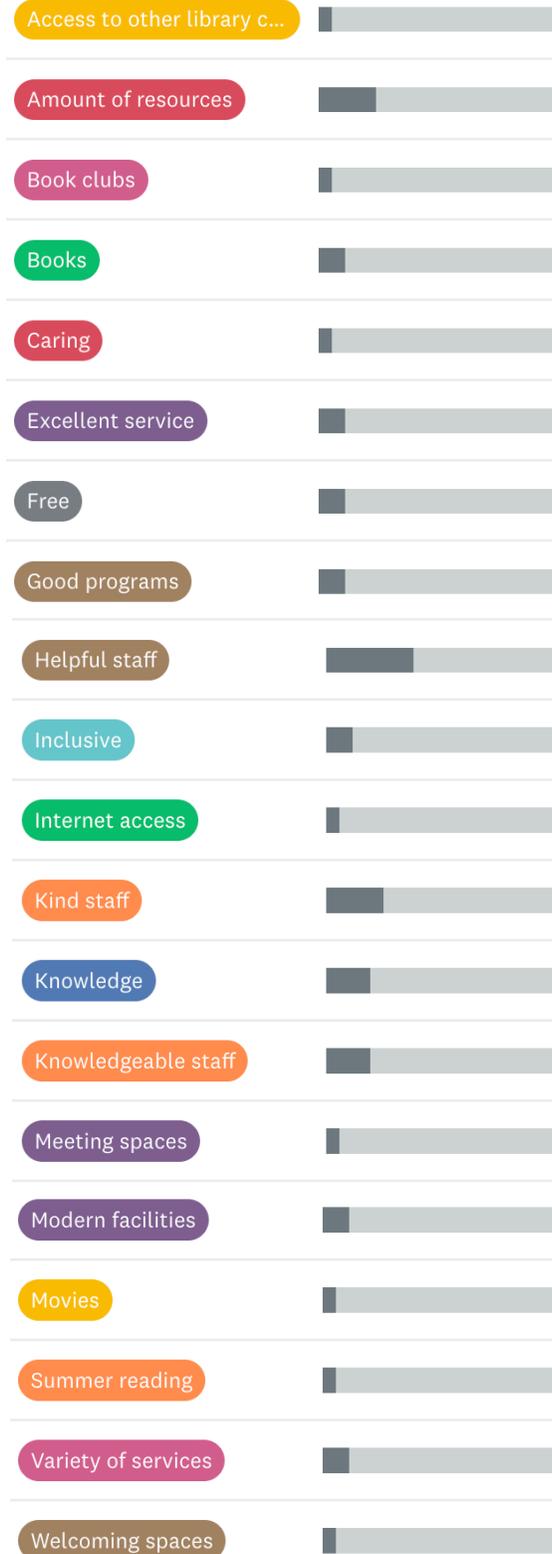


What are the most positive things Wichita Public Library is known for?

External



Internal



Survey



Question:

If someone were to say something negative about Wichita Public Library, what might that be?

Summary of responses from internal and External combined:

Although the Wichita Public Library enjoys a strong reputation overall, a few consistent perceptions reveal where public frustration or misunderstanding persists. The most common critique, often from those less familiar with WPL, is that libraries in general are “boring,” outdated, or irrelevant. Some still equate the Library solely with books and quiet spaces, unaware of its modern programs, technology, and community offerings. This misconception underscores the need for continued storytelling about how the Library has evolved.

Another frequent comment focused on limited hours and accessibility. Patrons wish branches opened earlier, stayed open later, or were available on holidays, especially for working adults and families. Several noted inconsistent hours between branches, long waits for materials, or challenges reaching the Library due to limited public transportation. These logistical concerns often translate into perceptions that the Library isn’t open or accessible when people most need it.

The homeless population around the downtown branch was mentioned by multiple people, reflecting a broader civic issue rather than one unique to WPL. While many respondents expressed empathy, others said this reality can create discomfort or safety concerns, particularly for families with young children. These comments highlight the tension between the Library’s mission of inclusivity and the public’s expectations for comfort and security.

A number of respondents mentioned physical and environmental factors; such as occasional odors, broken outdoor equipment, cleanliness concerns, or furniture that feels uncomfortable. Some described the downtown branch as “too big,” “impersonal,” or “sterile,” suggesting that while the scale and design are impressive, people still crave warmth and human connection within the space.

Perceptions of collection and technology gaps also surfaced. Some cited long hold times for popular books, limited audiobook selection, or outdated computers and printing systems. Others expressed frustration with the Library’s website, app availability, or digital tools, noting that these small usability issues can make a big difference in user experience.

A handful of comments reflected political or ideological skepticism. Some individuals framed libraries as “a waste of taxpayer money” or “too liberal,” illustrating how cultural divides can shape public opinion even toward trusted institutions. While not widespread, these views reinforce the importance of positioning the Library as relevant to everyone, regardless of belief or background.

A few expressed that the Library could do more for specific age groups or interests, especially young adults seeking social connection or creative engagement. Requests for coffee-shop-style amenities, more interactive events, and a livelier atmosphere suggest that some perceive the Library as too rigid or rule-bound; a place better suited for quiet study than dynamic community life.

Some feedback simply boiled down to wanting more. More locations, more books, more programs, more hours, more everything. Even the “negative” comments often reflected affection and high expectations, not disinterest. People recognize the Library’s value and want it to grow in ways that match the scale of Wichita’s ambition and need.

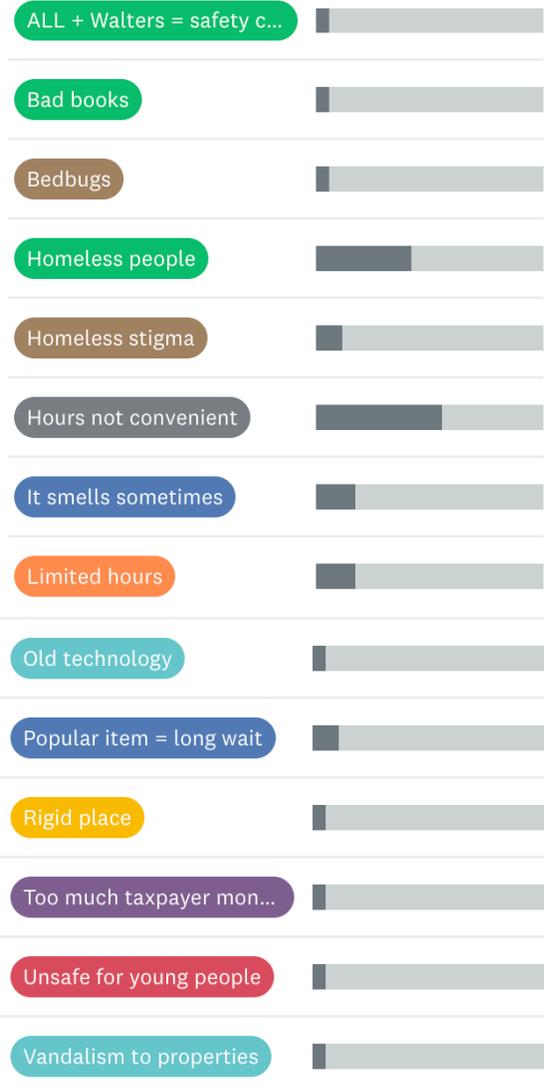


If someone were to say something negative about Wichita Public Library, what might that be?

External



Internal



Survey



Question:

Name three library's that you admire and tell us why you admire them.

The (4, 3, 2, or 1) in the response below indicates they were mentioned more than once. This list is a combined summary of responses from internal and public surveys.

Kansas City Public Library	4	Many locations, vibrant culture, iconic "book spine" façade, Request It program, strong civic identity
Mid-Continent Public Library	2	Beautiful buildings, author events, creative partnerships like Planet Comicon storytime
Seattle Public Library	3	Striking architecture, community outreach, innovative programs (library of tools)
New York Public Library	3	Innovation, historical significance, programs for vulnerable populations, efficiency
Denver Public Library	2	Staff collaboration, inclusive committees, strong community support
Chicago Public Library	2	Multilingual programs, deep neighborhood engagement, historic legacy
Richland Public Library	2	Innovation, risk-taking, social and collective impact
Aarhus / Dokk1 (Denmark)	2	Community-centered design, civic integration, cutting-edge technology
Westlink Branch (Wichita)	2	Cozy, family-friendly atmosphere, friendly and welcoming staff
Advanced Learning Library (Wichita)	2	Modern architecture, large collection, central location and accessibility
Lawrence Public Library (KS)	1	Diversity, inclusion, creative programs like fix-it fairs, great facilities
Charlotte Mecklenburg Public Library	1	Innovation (ImaginOn), literacy programming, strong marketing
Multnomah County Public Library (OR)	1	Inclusion and belonging, staff advocacy groups
Duluth Public Library (MN)	1	Innovation within a smaller market
Hawaii State Public Library	1	History, heritage, and architecture
Kalamazoo Public Library (MI)	1	Peer Navigator program connecting patrons to support
Kent Library District (WA)	1	Engaging and humanized social media presence
Allen County Public Library (IN)	1	Genealogy collections, expert staff, regional resources



Question:

Name three library's that you admire and tell us why you admire them.

The (2, 3, or 4) in the response below indicates they were mentioned more than once. This list is a combined summary of responses from internal and public surveys.

Stillwater Public Library (OK)	1	Friendly staff, Friends group, strong community ties
Madison Public Library (WI)	1	Excellent marketing, social media engagement, strong collections
Anythink Libraries (CO)	1	Forward-thinking collection and innovation culture
Toronto Public Library (CAN)	1	Lifelong learning, 100+ branches, maker spaces, cultural programming
Skokie Public Library (IL)	1	Strong staff culture and stated organizational values
Mulvane Public Library (KS)	1	Local accessibility and community feel
Arapahoe County Libraries (CO)	1	Excellent eBook collection, focus on staffing and quality resources
Phoenix Public Library (AZ)	1	Support for small businesses, vibrant programming
Dallas Public Library (TX)	1	Innovation, storytelling programs, civic engagement
San Francisco Public Library (CA)	1	Biblio Bistro food education and community outreach
Nashville Public Library (TN)	1	Early literacy (<i>Begin Bright</i>) program
Vancouver Public Library (CAN)	1	Innovation, design, community engagement
Saint Paul Public Library (MN)	1	Literacy and educational programs
Frisco Public Library (TX)	1	Creative and engaging children's play spaces
K-State Hale Library (KS)	1	Iconic limestone architecture and Kansas heritage
Sno-Isle Libraries (WA)	1	Network of small, accessible branches



Question:

Name three library's that you admire and tell us why you admire them.

The (2, 3, or 4) in the response below indicates they were mentioned more than once. This list is a combined summary of responses from internal and public surveys.

Douglas County Libraries (CO)	1	Large selection, great Libby availability
Amsterdam Public Library (NL)	1	Modern design, café and community ambiance
Maya Angelou Northeast Branch (Wichita)	1	Cultural representation and community connection
Wichita Public Library (System)	1	Commitment to community, large and diverse collection
Rockwell Branch (Wichita)	1	Diverse, welcoming staff
Derby Public Library (KS)	1	Excellent non-WPL collection
Harry Street Branch (Wichita)	1	Kind, helpful staff serving all visitors
Bus / Mobile Library Services	1	Outreach to children and communities lacking access



Project Description



Project Description

Project Description

As Wichita Public Library continues to grow and change into its extremely bright future, it also deserves an identity, and marketing that represents its potential. A presence that pays tribute to what its accomplished and what it will become in the future as it continues to grow, adapt to change, and evolve.

The project includes investigating and developing a new visual identity, and color palette. The new identity will look to provide a mark of clarity to what the Wichita Public Library is. It will provide the audience of the board, leadership, staff, the community, and more with a unifying symbol of strength, dedication, and growth. It will convey a level of excitement within the programs and services offered through the Wichita Public Library.

Name, Logo, Colors

The name is not changing. The identity will receive a complete refresh. We'll rethink the colors as well.

The brand language will also be important when thinking about the context and what we are wanting to convey throughout marketing on social media, the website, and more.

Project Goals

- 1) Create a refreshed identity that carries a strong and authentic story that is unique for Wichita Public Library.
- 2) Create a long-lasting story and identity that plays out on all of the Wichita Public Library marketing materials.
- 3) Create an identity that represents where the Wichita Public Library has been while showing continuing potential to grow in reaching new audiences and educating existing ones.
- 4) Create an identity designed with consideration to the diversity of potential applications in both digital and physical spaces. Also, considering the various uses in color applications such as full color, one color, etc.