



**Board Report
January 14, 2016**

IF YOU REQUIRE ANY ACCOMMODATION (I.E. QUALIFIED INTERPRETER, HEARING ASSISTANCE, ETC) IN ORDER TO ATTEND THIS MEETING, PLEASE NOTIFY THE CENTRAL RESOURCE LIBRARY AT (913) 826-4600 NO LATER THAN 48 HOURS PRIOR TO THE SCHEDULED COMMENCEMENT OF THE MEETING.

AGENDA

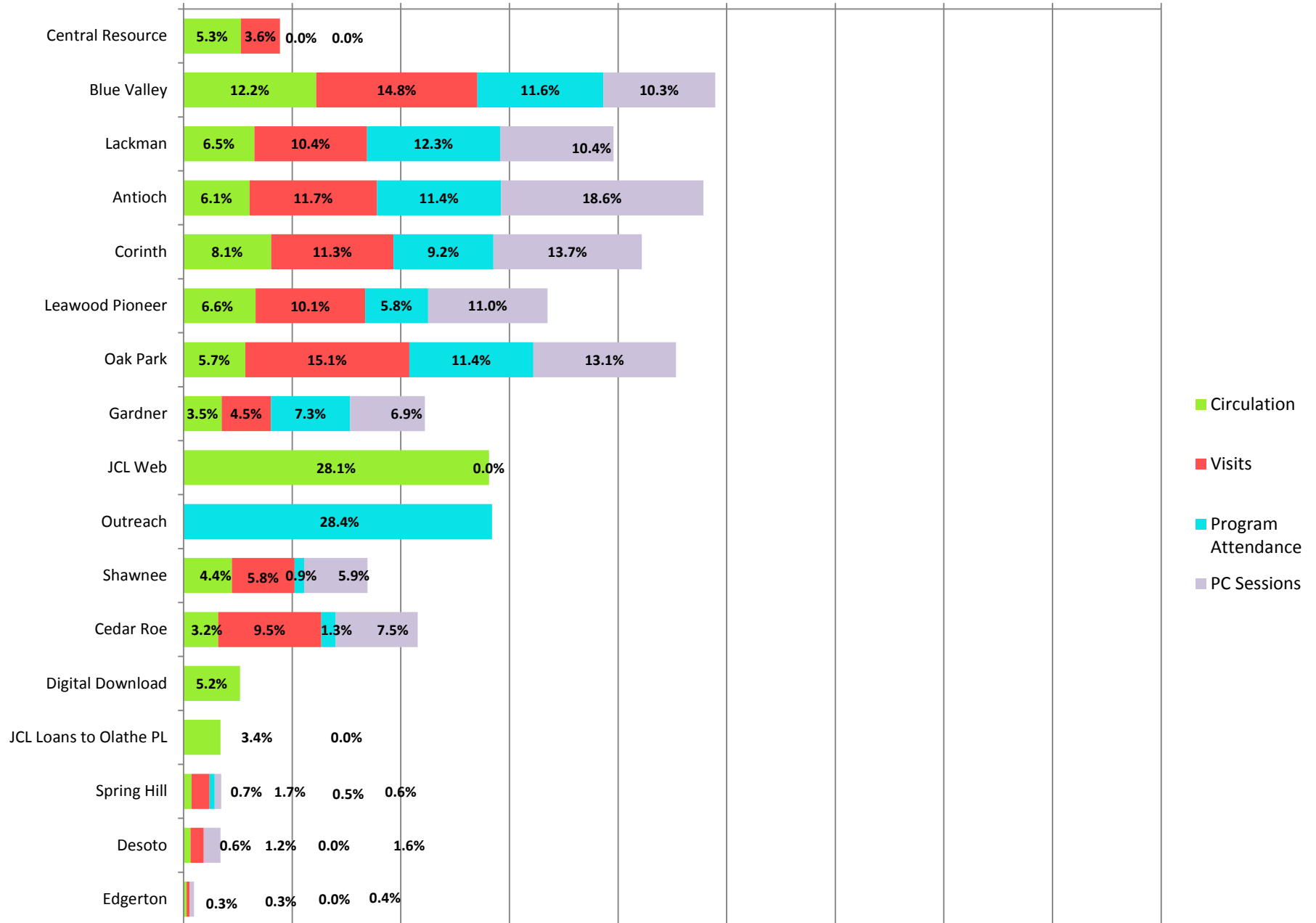
JOHNSON COUNTY LIBRARY BOARD OF DIRECTORS
REGULAR MEETING, JANUARY 14, 2016
OAK PARK NEIGHBORHOOD LIBRARY
4:00 P.M.

- I. Call to Order
- II. Citizen Comments
- III. Remarks
 - A. Members of the Johnson County Library Board of Directors
 - B. Friends of the Library
 - C. Susan Mong, Executive Director, Johnson County Library Foundation
 - D. Jason Osterhaus, Liaison, Board of County Commissioners
- IV. Reports
 - A. Board Counsel – Fred Logan
 - B. County Librarian Report
 - 1. Budget – Year end - Nicki Neufeld
 - 2. Strategic Plan
 - a) Risk mitigation report – Sean Casserley
 - 3. Central Building Upgrade report – Scott Sime
 - 4. Updates
 - a) 2016 paid media schedule – Daniel Molina
 - b) The Guide – Sean Casserley
- V. Consent Agenda
 - A. Action Items:
 - 1. Minutes of the December 10, 2015 Library Board meeting10
 - 2. Consideration of approval of SirsiDynix software maintenance renewal19
 - 3. Consideration of approval of 3M hardware maintenance renewal23
 - B. Information Items
 - 1. Summary of New and/or Renewed Contracts36
 - 2. Financial and Personnel
 - a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for November 2015 were handled in accordance with library and County policy.
 - b) The November 2015 Revenue and Expenditure reports produced from the County's financial system reflect the Library's revenues and expenditures
 - C. Gift Fund Report
 - 1. Treasurer's Report44
- VI. Old Business
 - A. Consideration of renewal of the MOU with JCCC {pending}

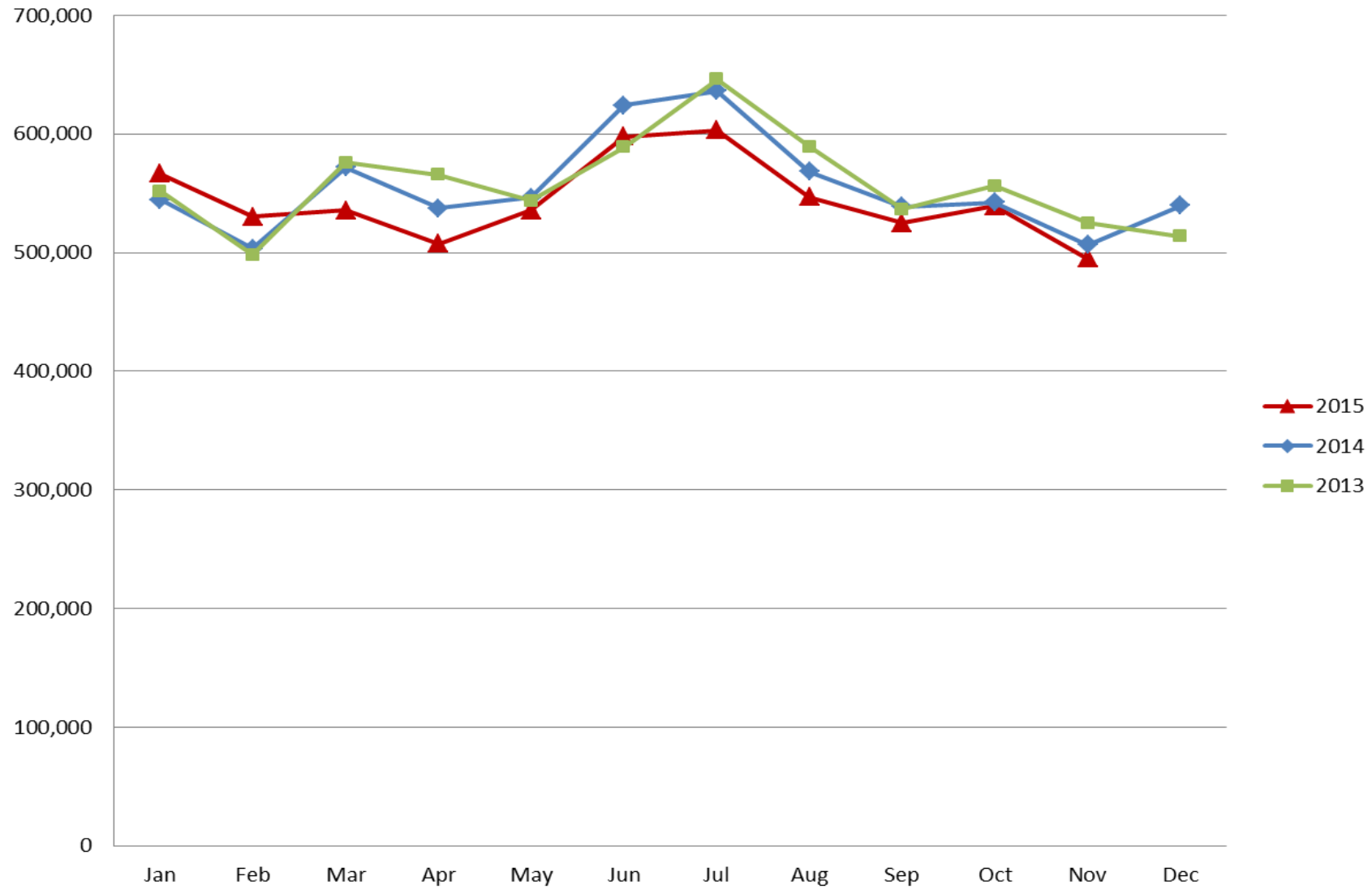
| | |
|--|----|
| B. Consideration of renewal of MOU with the City of Edgerton | 45 |
| VII. Executive Session | |
| VIII. Adjournment | |

Johnson County Library

Touch Points Percentage of Activity by Location -- November 2015



Johnson County Library Three-Year Trend in Circulation



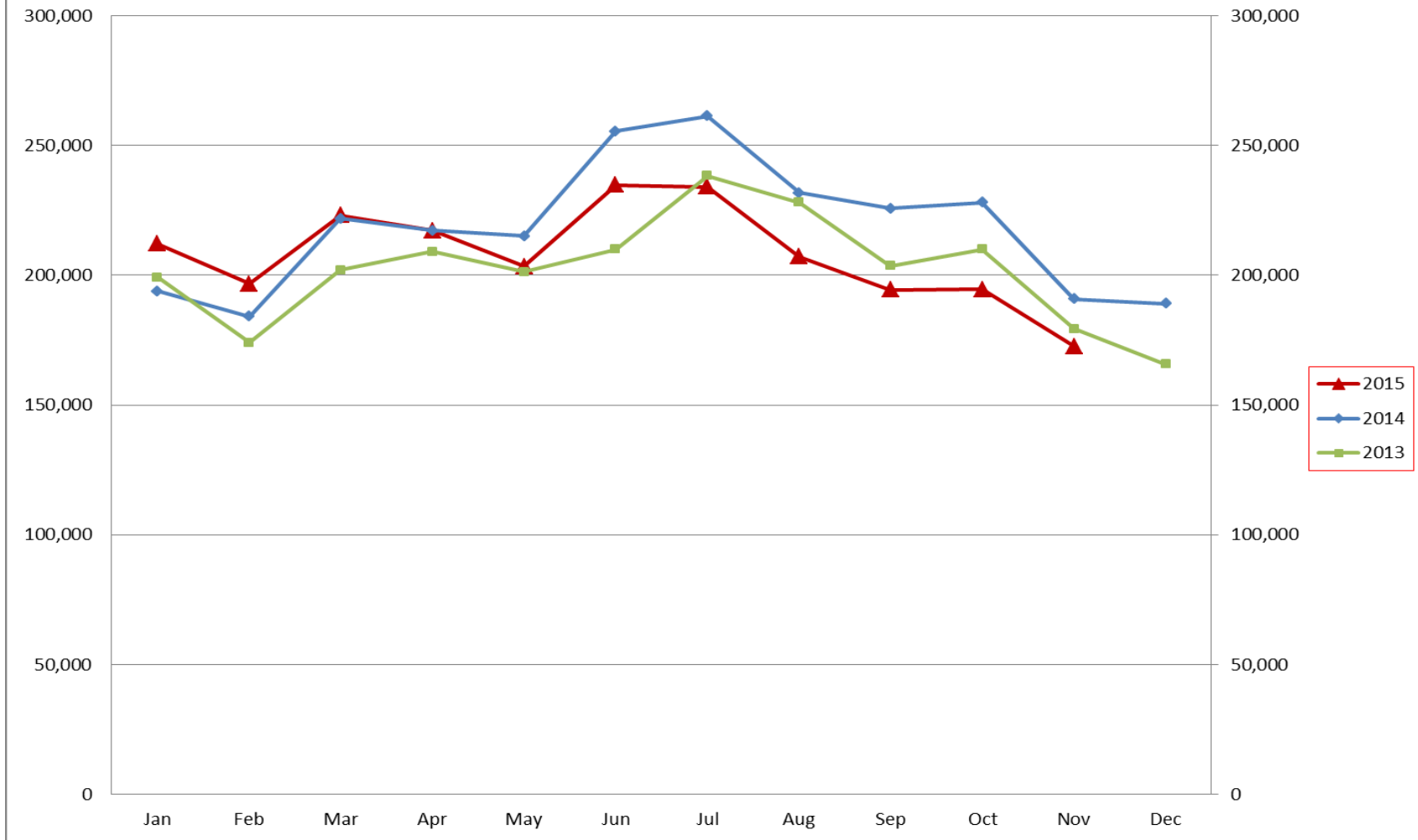
Johnson County Library
OFFICIAL CIRCULATION BY LOCATION

November 2015

| Location | Official Circulation | | | | | | | | | | |
|--------------------------------|----------------------|-------------------------------|-------------------------|------------------------------|----------------------|-------------------------------|-------------------------|------------------------------|-----------------------------------|--------------|---------------------|
| | Current Month 2015 | | | | Current Month 2014 | | | | Percentage Change 2014 to 2015 | | |
| | Month | | Yr-to-Dt Circulation | Previous Twelve Months | Month | | | Previous Twelve Months | Month | Yr-to-Dt | Previous 12 mos. |
| | Number (inc. ILL) | Percent of System Total | | | Number (inc. ILL) | Percent of System Total | Yr-to-Dt Circulation | | | | |
| Antioch | 30,054 | 6.1% | 368,497 | 396,326 | 28,237 | 5.6% | 338,500 | 364,917 | 6.4% | 8.9% | 8.6% |
| Blue Valley | 60,465 | 12.2% | 780,013 | 842,225 | 59,207 | 11.7% | 736,140 | 790,927 | 2.1% | 6.0% | 6.5% |
| Cedar Roe | 15,774 | 3.2% | 205,477 | 224,186 | 15,639 | 3.1% | 208,402 | 227,418 | 0.9% | -1.4% | -1.4% |
| Central Resource | 26,127 | 5.3% | 399,549 | 474,161 | 70,250 | 13.9% | 856,486 | 930,694 | -62.8% | -53.4% | -49.1% |
| Corinth | 39,897 | 8.1% | 495,220 | 534,857 | 41,371 | 8.2% | 485,145 | 524,044 | -3.6% | 2.1% | 2.1% |
| Desoto | 3,158 | 0.6% | 41,817 | 46,131 | 3,467 | 0.7% | 46,990 | 50,649 | -8.9% | -11.0% | -8.9% |
| Edgerton | 1,427 | 0.3% | 20,023 | 21,917 | 1,315 | 0.3% | 15,905 | 16,924 | 8.5% | 25.9% | 29.5% |
| Gardner | 17,333 | 3.5% | 222,344 | 239,709 | 18,006 | 3.6% | 225,630 | 241,262 | -3.7% | -1.5% | -0.6% |
| Lackman | 32,286 | 6.5% | 419,881 | 452,520 | 30,462 | 6.0% | 388,603 | 418,550 | 6.0% | 8.0% | 8.1% |
| Leawood Pioneer | 32,809 | 6.6% | 420,892 | 455,928 | 31,835 | 6.3% | 418,405 | 453,840 | 3.1% | 0.6% | 0.5% |
| Oak Park | 28,117 | 5.7% | 350,490 | 374,451 | 23,364 | 4.6% | 290,141 | 312,885 | 20.3% | 20.8% | 19.7% |
| Shawnee | 21,998 | 4.4% | 288,086 | 311,828 | 22,436 | 4.4% | 285,722 | 307,065 | -2.0% | 0.8% | 1.6% |
| Spring Hill | 3,606 | 0.7% | 52,793 | 58,087 | 4,882 | 1.0% | 59,529 | 64,673 | -26.1% | -11.3% | -10.2% |
| JCL Web Renewals | 139,177 | 28.1% | 1,443,883 | 1,572,838 | 119,466 | 23.6% | 1,373,112 | 1,502,198 | 16.5% | 5.2% | 4.7% |
| Digital Downloads | 25,743 | 5.2% | 257,418 | 282,053 | 18,633 | 3.7% | 173,544 | 192,094 | 38.2% | 48.3% | 46.8% |
| JCL Loans to Olathe PL | 16,874 | 3.4% | 216,046 | 234,965 | 17,948 | 3.5% | 218,050 | 235,865 | -6.0% | -0.9% | -0.4% |
| JCL Branch Total | 286,924 | 58.0% | 3,665,533 | 3,958,165 | 280,221 | 55.3% | 3,499,112 | 3,773,154 | 2.4% | 4.8% | 4.9% |
| JCL Brances and Central | 313,051 | 63.3% | 4,065,082 | 4,432,326 | 350,471 | 69.2% | 4,355,598 | 4,703,848 | -10.7% | -6.7% | -5.8% |
| JCL SYSTEM TOTAL | 494,845 | 100.0% | 5,982,429 | 6,522,182 | 506,518 | 100.0% | 6,120,304 | 6,634,005 | -2.3% | -2.3% | -1.7% |

| Average Circulation per Capita | | |
|--------------------------------|---------|---------|
| | 2015 | 2014 |
| Current Month | 1.1 | 1.2 |
| Year-to-Date | 13.9 | 14.2 |
| Service Area Population | 431,000 | 431,000 |

Johnson County Library Three-Year Trend in Library Visits



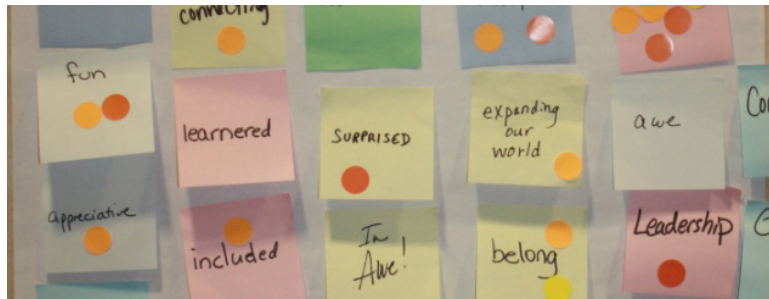
Johnson County Library
USER VISITS

November 2015

| Location | Current Month 2015 | | | | | | | | Current Month 2014 | | | | Percent Change 2014 to 2015 | | |
|---------------------|--------------------|-----------------|------------------|------------------|-----------------|-----------------------|------------------------|----------------------|--------------------|-----------------|------------------|------------------|--------------------------------|-----------------|------------------------------|
| | Total | % of | Yr-to-Dt | Previous | Visits per Hour | | Circulations per Visit | | Total | % of | Yr-to-Dt | Previous | For Month | For Yr-to-Dt | Previous Twelve Months |
| | Visits | Total Visits | Visits | Twelve Months | Hours Open | Visits per Hour | Circulation | Circ per Visit | Visits | Total Visits | Visits | Twelve Months | | | |
| | | | | | | | | | | | | | | | |
| Antioch | 20,267 | 11.7% | 266,360 | 283,676 | 241 | 84 | 30,054 | 1.5 | 18,562 | 9.7% | 218,014 | 234,549 | 9.2% | 22.2% | 20.9% |
| Blue Valley | 25,583 | 14.8% | 297,594 | 320,468 | 241 | 106 | 60,465 | 2.4 | 22,284 | 11.7% | 285,040 | 305,457 | 14.8% | 4.4% | 4.9% |
| Cedar Roe | 16,394 | 9.5% | 220,093 | 237,328 | 205 | 80 | 15,774 | 1.0 | 14,986 | 7.9% | 219,423 | 227,895 | 9.4% | 0.3% | 4.1% |
| Central Resource | 6,222 | 3.6% | 125,564 | 157,419 | 241 | 26 | 26,127 | 4.2 | 31,532 | 16.5% | 410,629 | 441,575 | -80.3% | -69.4% | -64.4% |
| Corinth | 19,456 | 11.3% | 256,266 | 274,112 | 241 | 81 | 39,897 | 2.1 | 20,106 | 10.5% | 247,338 | 266,232 | -3.2% | 3.6% | 3.0% |
| DeSoto | 2,096 | 1.2% | 29,750 | 31,965 | 116 | 18 | 3,158 | 1.5 | 2,174 | 1.1% | 35,588 | 38,013 | -3.6% | -16.4% | -15.9% |
| Edgerton | 473 | 0.3% | 9,588 | 10,679 | 83 | 6 | 1,427 | 3.0 | 1,022 | 0.5% | 13,784 | 14,295 | -53.7% | -30.4% | -25.3% |
| Gardner | 7,842 | 4.5% | 102,768 | 118,403 | 221 | 35 | 17,333 | 2.2 | 17,402 | 9.1% | 178,162 | 186,420 | -54.9% | -42.3% | -36.5% |
| Lackman | 17,887 | 10.4% | 250,992 | 267,737 | 221 | 81 | 32,286 | 1.8 | 16,038 | 8.4% | 230,603 | 244,030 | 11.5% | 8.8% | 9.7% |
| Leawood Pioneer | 17,418 | 10.1% | 231,227 | 249,038 | 221 | 79 | 32,809 | 1.9 | 17,199 | 9.0% | 221,225 | 238,939 | 1.3% | 4.5% | 4.2% |
| Oak Park | 26,048 | 15.1% | 283,853 | 299,705 | 221 | 118 | 28,117 | 1.1 | 17,924 | 9.4% | 193,522 | 211,885 | 45.3% | 46.7% | 41.4% |
| Shawnee | 9,971 | 5.8% | 176,483 | 185,871 | 221 | 45 | 21,998 | 2.2 | 8,539 | 4.5% | 127,662 | 134,229 | 16.8% | 38.2% | 38.5% |
| Spring Hill | 2,886 | 1.7% | 39,612 | 42,907 | 132 | 22 | 3,606 | 1.2 | 3,058 | 1.6% | 44,335 | 47,469 | -5.6% | -10.7% | -9.6% |
| Branch Total | 166,321 | 96.4% | 2,164,586 | 2,321,889 | 2,364 | 70 | 286,924 | 1.7 | 159,294 | 83.5% | 2,014,696 | 2,149,413 | 4.4% | 7.4% | 8.0% |
| SYSTEM TOTAL | 172,543 | 100.0% | 2,290,150 | 2,479,308 | 2,605 | 66 | 313,051 | 1.8 | 190,826 | 100.0% | 2,425,325 | 2,590,988 | -9.6% | -5.6% | -4.3% |

| | 2015 | 2014 |
|--|-------------|-------------|
| Average Visits per Capita for Current Month: | 0.4 | 0.4 |
| Average Visits per Capita for Year-to-Date: | 5.3 | 5.6 |
| Service Area Population: | 431,000 | 431,000 |

County Librarian's Report



Save the Date

JAN

21

Grand Reopening

4:30 @ Central Resource

Customer Service Expectations Introduced

Community

The past year culminated in the introduction of Customer Service Expectations developed by an internal Customer Service Committee. The committee thought deeply about what customer service means and gathered insights from Library staff through exercises like the one pictured above. The expectations will guide future discussions relating to training, programming and beyond.



Media Turn to Library Staff for Holiday Reads

Community

Local media turned to Johnson County Library's talented staff the month of December for go-to reading recommendations. Reference Librarian Gregg Winsor (pictured middle) appeared on FOX 4 along with Katie Stover from Kansas City Public Library to offer book gift ideas. Librarians Dennis Ross and Kate McNair, meanwhile, shared their best books of 2015 for kids and teens on KCUR 89.3.

**MINUTES JOHNSON COUNTY LIBRARY BOARD
REGULAR MEETING
Thursday, December 10, 2015
Oak Park Neighborhood Library
4:00 p.m.**

BOARD: Neil Shortlidge, Amy Ruo, Pam Robinson, JR Riley, Mitra Templin

Absent: Nancy Hupp, John Nelson

BOARD ATTORNEY: Fred Logan

BOCC: Commissioner Osterhaus

FRIENDS OF THE LIBRARY: Kathy McGinley

STAFF: Dean Allman, Michelle Beesley, Nancy Birmingham, Sean Casserley, Amanda Cobb, Bradley Debrick, Emily DeVore, Andrew Erickson, Megan Gil, Cassandra Gillig, Rita Glick, Mike Heffernan, John Helling, Christopher Leitch, Jennifer Mahnken, Nicki Neufeld, Leslie Nord, Tina Pederson, Christine Peterson, Kinsley Riggs, Rita Rubick, Michaela Scruggs, Scott Sime, Scott Stone, Tricia Suellentrop

GUESTS: Sarah Crowder, Bev Jaderborg, Jun Langdon, Celeste Lopez, Peggy Neal, Janice Phillips, Pam Watson, Colin Watson

Mr. Shortlidge welcomed the government students from Shawnee Mission North and Shawnee Mission Northwest.

CITIZEN COMMENTS

There were none.

BOARD OF DIRECTORS COMMENTS

Mitra Templin announced that she has ordered many packages of the Library's Freedom of Espresso coffee blend to be given as Christmas gifts.

FRIENDS OF THE LIBRARY

Kathy McGinley reported that the Freedom of Espresso coffee blend has been selling well in the book stores. The new book store will be opening in the renovated Central Library in January. The Friends have hired another staff member to supervise the Blue Valley book store.

Ms. McGinley reported that the Central book store is coming along. The primary fixtures have been delivered. She announced that there are ample volunteer opportunities to help with the shelving of books in the new space.

November internet sales totaled \$12,021.29 with a total of 776 items sold.

The item that sold for the most money last month was:
The Book of Kells: An Illustrated Introduction which sold for \$290

JOHNSON COUNTY LIBRARY FOUNDATION

Susan Mong distributed the printed Return on Investment (ROI) report to the Board.

Commissioner Osterhaus requested a digital copy to share with the Commissioners.

Ms. Mong reported that the year-end appeal was sent out just after Thanksgiving.

Freda Mendez Smith will be joining the Foundation Board. She is involved with the business community and the Hispanic chamber of commerce.

The Foundation has received two new grants supporting the 6 by 6: Ready to Read program from the Overland Park Rotary and the Helen Boylan Foundation.

The Foundation has been planning for the grand re-opening of Central and will be hosting a private reception for donors and Board members to attend.

Ms. Mong presented a draft invitation for the Stay at Home and Read a Book Ball. The goal is to get people contagiously excited about reading. The event will be held on Sunday, March 6th. There will be more details to come.

The final numbers for the Pinnacle Awards have been calculated and the event raised \$56,600. The Foundation Board is working on refreshing and reimagining the event. 2016 will mark the 15th anniversary of the awards.

BOARD OF COUNTY COMMISSIONER REPORT

Commissioner Osterhaus noted that the Commissioners have received the invitation for the grand Re-Opening of the Central Library and look forward to attending.

The legislative platform was passed today. The Commissioners attended a presentation on TIFs and the effects they have in the community. The presentation was informational and it opened the door for more information on how TIFs affect the Library, Parks and the County in general.

BOARD COUNSEL REPORT

Mr. Logan presented the MOU with the City of Lenexa for the approval of the Library Board. Mr. Logan stated that the negotiations went well. The City accepted all of the recommended revisions and adopted the timelines proposed by the Library.

Mr. Logan asked if there were questions.

MOTION: Amy Ruo moved that the Library Board accept the MOU as presented by Counsel.

SECONDED: Mitra Templin

Motion carried unanimously.

Contract renewal

Mr. Logan presented his contract to the Library Board for renewal. This will mark his 35th year providing legal counsel to the Library.

Motion: Mitra Templin moved that the Board renew the contract with Fred Logan for legal services

Seconded: JR Riley

Motion carried unanimously.

COUNTY LIBRARIAN REPORT

Budget

Finance Director, Nicki Neufeld reviewed the budget report for October 2015. We are 77% spent in expenditures and 83% spent through the year. The Library is on target for where we are in the year.

Mr. Casserley asked if Ms. Neufeld will provide a report about the new revenue stream to the Library Board in January.

Ms. Neufeld stated that in January we typically report on November. She anticipates introducing the new report about the revenue stream in February.

Ms. Neufeld confirmed that this will be a separate report on the .75 mills.

Mr. Shortlidge stated that the new report should satisfy the request of the Commission.

Commissioner Osterhaus agreed.

Customer Service Standards

Mr. Casserley introduced Branch Manager, Leslie Nord. Ms. Nord has been leading a team to develop new customer service standards.

Ms. Nord gave an overview of the work the committee has done.

When it comes to customer service, at JCL we have an advantage over other companies. What we do is unique. As our Brand Promise states: “we promise to nurture our community’s collective wisdom.” We have the power to transform people’s lives. This could range from:

- purchasing a book that ends up inspiring someone to change careers,
- to helping children get ready to read, or
- to providing a comfortable, clean place to study and many, many more things we provide to our community every day.

The purpose of this project was to work with staff throughout the organization to spell out concrete standards of service quality that we all agree on. It will help us all to “row together” toward a common vision of what we have defined Quality Service to be.

The first challenge was what to call the standards. Through brainstorming and eventual consensus, managers came up with a name to describe the standards – Create the JCL Experience.

The committee created a formula to get staff input. Service + Emotion = the JCL Experience

Each workgroup throughout JCL was asked to submit a list of what they considered to be their core services. Some locations and departments used poster boards, large whiteboards, or typed up lists of everything they do.

The committee took all this data, found a lot of commonalities, and synthesized it into 7 core services for both internal and external customers.

To get input on the emotion part of the formula the committee went to staff meetings. Two people from the committee facilitated each meeting and there were 16 meetings in order to reach all staff. The goal was to find out what emotions staff want to inspire when we are offering those 7 core services.

We now have 10 standard statements – 7 for the JCL Experience and 3 for Workplace Culture.

These statements will become the basis for customer service discussions for all sorts of things – training, hiring, staff recognition, and we will also be using them as tools to measure both patron and staff satisfaction. We will be taking 2016 to work with staff to determine the best way to do this. The committee has thoroughly enjoyed being a part of this process and being able to spend the time to work with staff to capture the hard work and passion our staff feel about public service.

The members of the Customer Service Committee stood for recognition.

Mr. Casserley noted that this initiative was brought to the cabinet team. Cabinet supported the work and made no changes, it is truly created by staff. The standards are adaptive; service can change with the needs of the community.

Mr. Casserley stated that it is an outstanding piece of work. He thanked Ms. Nord and the committee.

Central Building Upgrade (CBU)

Project Coordinator, Scott Sime gave an update on the CBU project. The project remains on time and on budget.

Highlights this month:

- The sorter has been moved and is functioning.
- Signage is complete
- Continuing to re-set furniture and collection maintenance tasks.

The Save the Date has been sent to the Library Board and Commissioners for the Grand opening.

Mr. Sime presented pictures of the building including the entry way to the new MakerSpace.

Next Steps:

- Finishing touches from Titan

- Move existing furnishing into the space
- Welcome patrons into the space

The Grand opening will be held on January 21st. Regular service for patrons will be reestablished on January 22nd.

Meeting with the City of Overland Park

Mr. Casserley recently met with the planning development committee and will be moving forward to create a first draft of a Memorandum of Understanding with the City of Overland Park for expanding the Blue Valley Library.

He reported that it was a positive meeting and that the City sees the benefit of the project.

Mr. Casserley clarified that the City is considering donating the remainder of the site and it would be the ideal amount of square footage for the Library.

Overland Park council did express that they would like to see several options. Mr. Casserley expressed his opinion that the City of Overland Park is a great partner to work with.

Logistics Study Request for Proposal (RFP)

Mr. Casserley stated that the goal and scope of the RFP is for a materials handling feasibility study. The Library moves a lot of material every day. The goal is to examine the cost benefit ratio to determine if we are handling material as efficiently as possible and if there is a way to get content to the patrons faster. We will analyze what we are doing today and review best practices.

Input will be gathered from the Library Board, staff and Olathe Public Library.

The final result will be a set of recommendations to lower cost and increase efficiencies across all Library locations.

We currently circulate more material at a lower cost than any other library of our size in the nation.

Technical Services will also be reviewed to determine if improvements can be made.

Ms. Templin asked how many groups do this type of work across the country. Mr. Casserley replied that specific to libraries, there are two or three companies that do this work. However, in the broader field of manufacturing there are many options.

CONSENT AGENDA

The minutes of the November 12, 2015 Library Board meeting were included on the consent agenda.

MOTION: Mitra Templin moved that the Board approve the consent agenda.

SECONDED: Amy Ruotolo

MOTION CARRIED UNANIMOUSLY

OLD BUSINESS

Mr. Casserley introduced the annual renewal of Memorandums of Understanding (MOUs). For the audience he explained that an MOU functions similarly to a contract defining agreements, expectations and roles.

Consideration of renewal of the MOU with Overland Park Community Garden

Bev Jaderborg reported to the Board on the Overland Park Community Garden. Last year they lost their tool shed to arson. Aside from the vandalism, the garden had a highly successful year. One group was able to donate over 100 lbs. of produce to local food pantries.

The garden has also expanded its Monarch butterfly habitat.

Ms. Jaderborg introduced Sarah Crowder, Forester with the City of Overland Park. Ms. Crowder has approached the garden about becoming a contributor to the Giving Grove. The Giving Grove is a program whose mission is to improve local food security by planting fruit and nut trees throughout the community.

Ms. Crowder explained that The Giving Grove won a MARC sustainability award last year. She proposed a partnership with the City to provide additional water to the site, clean up a dying elm tree and plant trees for the Giving Grove. Ms. Jaderborg presented a plan designed by a horticulturalist for the addition of pear and apple trees.

This is a community involvement program. The Giving Grove does require a commitment to donate the fruit produced by the trees to those in need.

Ms. Templin asked about the plan for additional water. Ms. Crowder responded that it would be a city meter and the Overland Park Community Garden would be responsible for the water cost.

Mr. Logan advised that this program would need a separate agreement.

Ms. Robinson noted that trees are fairly permanent. She asked if the Library is agreeable to supporting this initiative long-term. If the Library were ever to expand or change the plan for the land, the trees would need to be considered.

Mr. Casserley stated that this initiative falls well within the strategic plan. He would be in support of the partnership.

Mr. Logan noted that his interpretation is that the Library will own the trees as we own the Community Garden and if for some reason the use of the land would need to change, the Library would be able to do that.

Ms. Crowder agreed.

Mr. Shortlidge noted that this initiative will need a separate agreement.

MOTION: Pam Robinson moved to approve the MOU with the Overland Park Community Garden.

SECONDED: Mitra Templin

MOTION CARRIED UNANIMOUSLY

Consideration of renewal of the MOU with the Johnson County Genealogical Society

Mr. Casserley noted that there is a slight error with a date that will be corrected. No other changes have been made.

MOTION: Amy Ruo moved to approve the MOU with the Johnson County Genealogical Society
SECONDED: Pam Robinson

MOTION CARRIED UNANIMOUSLY

Consideration of renewal of the Interlocal cooperation agreement with the Olathe Public Library

Mr. Casserley noted that there is a slight error with a date that will be corrected.

Emily Baker, Director of the Olathe Public Library, expressed her appreciation for the partnership between Olathe Public Library and Johnson County Library. It is a tremendous service for all of the residents of Johnson County.

On behalf of Johnson County Library, Mr. Casserley thanked Ms. Baker and the outstanding staff of Olathe Public Library.

MOTION: Mitra Templin moved to approve the Interlocal cooperation agreement with the Olathe Public Library
SECONDED: Amy Ruo

MOTION CARRIED UNANIMOUSLY

Consideration of renewal of the MOU with AARP

Mr. Casserley presented the MOU with AARP. This is a highly successful program that provides tax help for residents of Johnson County.

MOTION: Mitra Templin moved to approve the MOU with AARP
SECONDED: Amy Ruo

MOTION CARRIED UNANIMOUSLY

Consideration of renewal of the MOU with Growing Futures Early Education Center

Mr. Casserley presented the MOU with Growing Futures Early Education Center, formerly HeadStart.

MOTION: Amy Ruo moved that the Library Board of Directors approve the renewal of the MOU with Growing Futures Early Education Center.

SECONDED: Mitra Templin

MOTION CARRIED UNANIMOUSLY

Consideration of renewal of the MOU with the Friends of the Johnson County Library

Mr. Casserley presented the renewal of the MOU with the Friends of the Johnson County Library. Mr. Casserley reviewed a slight change.

MOTION: Pam Robinson moved that the Library Board of Directors approve the MOU with the Friends of the Johnson County Library.

SECONDED: Amy Ruo

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

Consideration of approval of \$124,500.00 purchase for the replacement of the Staefa control System for the HVAC.

Mr. Casserley presented the contract with ACS to replace the Staefa control system for the HVAC. The Antioch and Central Resource Libraries were the first to be installed. The system is now in 8 more locations. The current software is sun setting and will not be supported.

With this system the Library staff can monitor the setting from most computers that have an internet connection.

County Purchasing has also reviewed and approved this as a single-source provider, so no bids are required.

This is a term and supply contract. We have worked with ACS continuously throughout the years.

Mr. Logan advised that ACS is a proven partner for Johnson County Library.

MOTION: Amy Ruo moved that the Library Board of Directors approve the purchase of the Staefa control software for \$124,500.00.

SECONDED: Mitra Templin

MOTION CARRIED UNANIMOUSLY

EXECUTIVE SESSION

MOTION: Pam Robinson moved that the Board recess into executive session under the exception of the Open Meetings Act relating to discussions of non-elected personnel for the purpose of discussing the County Librarian's evaluation process, with the open meeting to resume in this room at 5:05.

SECONDED: Mitra Templin

The Library Board returned to open session at 5:05 p.m. No votes were taken.

ADJOURNMENT

MOTION: Pam Robinson moved to adjourn the meeting.

SECONDED: Amy Ruo

MOTION CARRIED UNANIMOUSLY

Adjourned at 5:06 p.m.

DATE_____

SECRETARY_____

Pam Robinson

CHAIRMAN_____

Neil Shortlidge

SIGNED_____

Sean Casserley

**JOHNSON COUNTY LIBRARY
Board of Directors
Oak Park Neighborhood Library
January 14, 2016**

AGENDA ITEM V.A.2.: Consideration of Approval of SirsiDynix Software Maintenance
Renewal

ISSUE FOR BOARD DETERMINATION:

Whether to approve renewal of SirsiDynix software maintenance renewal in an amount not to exceed \$164,375.39.

DISCUSSION:

Pursuant to our County purchasing policy, the Johnson County Library Board of Directors must approve all library purchases of \$100,000 or more. Pursuant to K.S.A. 12-1225b(b), the Library Board and County Librarian must comply with purchasing policies established by the BOCC.

SirsiDynix provides libraries with Integrated Library System (ILS) software. This software is the core database that enabled all day-to-day functions in the Library. The ILS software maintains records all items in the collection, all patron cardholders, and all activity performed. Patrons interact with the software through multiple interfaces including the BiblioCommons Web catalog and 3M checkout machines and automated sorters. Staff interact with the system through a "Workflows" application provided with the software to manage the entire lifecycle of an item in the collection.

REVIEW BY BOARD COUNSEL:

NA

RECOMMENDATION:

That the Johnson County Library Board of Directors approve the renewal of SirsiDynix software maintenance renewal in an amount not to exceed \$164,375.39.

BUDGET IMPACT:

This is a budgeted purchase

PERSON(S) RESPONSIBLE:

Michelle Beesley, Interim IT Manager

Sirsi Corporation

SirsiDynix Technology Center
3300 North Ashton Boulevard
Lehi UT 84043

Bill To: Johnson County Library
9875 W. 87th Street
Overland Park KS 66212

| Purchase Order No. | Customer ID | Due on or Before | |
|--------------------|---|------------------|--------------|
| | 320235 | 1-Jan-16 | |
| Item Number | Description | Unit Price | Ext. Price |
| 30-95000-110 | Symphony | \$119,311.87 | \$119,311.87 |
| 30-95000-551 | Enriched Content-Basic | \$24,264.79 | \$24,264.79 |
| 30-95000-553 | Enriched Content-Elements | \$2,736.48 | \$2,736.48 |
| 30-95000-583 | Oracle Renewal | \$12,310.76 | \$12,310.76 |
| 30-95000-700 | SIP/SIP2 License | \$1,077.16 | \$1,077.16 |
| 30-95003-130 | Data Services | \$4,674.33 | \$4,674.33 |
| | Effective Period: January 1, 2016 - December 31, 2016 | | |

| | | |
|--|----------------|--------------|
| | Subtotal | \$164,375.39 |
| | Tax | \$0.00 |
| | Trade Discount | \$0.00 |
| | Total | \$164,375.39 |

For questions, Please Contact:
Barbara M Caradine @ 800-288-8020 ext 5566
or barbara.caradine@sirsidynix.com

SCHEDULE/EXHIBIT "A"

Johnson County Library

| Item Number | Item Description | Serial Number | Qty | Coverage Effective Dates From To | EOL Date | Price |
|---|--|---------------|------|----------------------------------|----------|-------------------|
| M-1987 | Authority Control | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2228 | Information Gateway | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2291 | Migration Included | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2358 | ReferenceLIBRARIAN | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2369 | Reporting Module | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2436 | Standard Sirsi System Software | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2554 | Unicorn Migration Package | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2638 | User Request Module | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2630 | Unique Management Interface | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2648 | Webcat WWW Catalog | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2664 | WorkFlows Staff Clients | | 450 | 1/Jan/16 - 31/Dec/16 | | |
| M-2713 | Z39.50 Version 3 Server | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Symphony | | | | | | 119,311.87 |
| M-2398 | Serials Control | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Serials | | | | | | 0.00 |
| M-1924 | 9XX Order Interface (Acq.) | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-1960 | Acquisitions and Fund Acctng | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2082 | EDI Electronic Ordering | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Acquisitions | | | | | | 0.00 |
| M-2324 | Outreach Module | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Outreach/Homebound | | | | | | 0.00 |
| 10382 | Enriched Content Basic Public Subscription (Per 10C | | 5100 | 1/Jan/16 - 31/Dec/16 | | |
| Enriched Content-Basic Subscription | | | | | | 24,264.79 |
| 12219 | Enriched Content Video and Music Profiles Single EI | | 5106 | 1/Jan/16 - 31/Dec/16 | | |
| Enriched Content-Elements Subscription | | | | | | 2,736.48 |
| M-1922 | 4 Port TalkToMe System | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Customer Notification | | | | | | 0.00 |
| M-2272 | MARC Import/Export Utilities | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| MARC Utility | | | | | | 0.00 |
| M-2323 | Oracle RDBMS | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Oracle Renewal | | | | | | 12,310.76 |
| M-2016 | Bibliographic and Inv. Control | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2253 | Inventory Control | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Cataloging | | | | | | 0.00 |
| M-2002 | Backup Circulation | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| M-2044 | Circulation Control | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Circulation | | | | | | 0.00 |
| M-2419 | SIP2 Interface Per Cert Vendor | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| SIP/SIP2 License | | | | | | 1,077.16 |
| M-2192 | iBistro/iLink Suite | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| SirsiDynix PAC | | | | | | 0.00 |
| 11175 | API | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| 12905 | API - Web Services SDK for Libraries Internal Use - | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| API Services | | | | | | 0.00 |
| 10535 | Data Services - Authority Annual Subscription - Moni | | 1 | 1/Jan/16 - 31/Dec/16 | | |
| Data Services | | | | | | 4,674.33 |
| M-2788 | 3M Self Check Interface | | 1 | 1/Jan/16 - 31/Dec/16 | | |

Johnson County Library

| Item Number | Item Description | Serial Number | Qty | Coverage From | Effective Dates To | EOL Date | Price |
|----------------|------------------|---------------|-----|------------------|-----------------------|------------------|------------|
| | | | | | | Hardware Renewal | 0.00 |
| | | | | | | Total | 164,375.39 |

All prices are in U.S. Dollars and are
exclusive of taxes unless otherwise noted.

Any questions regarding this schedule can be directed to:
Barbara Caradine
barbara.caradine@sirsidynix.com

JOHNSON COUNTY LIBRARY
Board of Directors
Leawood Neighborhood Library
January 14, 2016

AGENDA ITEM V. A. 3. : Consideration of Approval of 3M Hardware Maintenance Renewal

ISSUE FOR BOARD DETERMINATION:

Whether to approve renewal of 3M hardware maintenance renewal in an amount not to exceed \$135,341.00.

DISCUSSION:

Pursuant to our County purchasing policy, the Johnson County Library Board of Directors must approve all library purchases of \$100,000 or more. Pursuant to K.S.A. 12-1225b(b), the Library Board and County Librarian must comply with purchasing policies established by the BOCC.

3M provides libraries with hardware systems that enable tracking and handling of materials. The hardware includes Self-Checkout systems, RFID tag reading and detection systems, and automated materials handling (sorting) systems.

REVIEW BY BOARD COUNSEL:

NA

RECOMMENDATION:

That the Johnson County Library Board of Directors approve the renewal of 3M hardware maintenance renewal in an amount not to exceed \$135,341.00.

BUDGET IMPACT:

This is a budgeted purchase

PERSON(S) RESPONSIBLE:

Michelle Beesley, Interim IT Manager



SERVICE AGREEMENT EXPIRATION NOTICE

November 10, 2015

Service Agreement: US42443

Service Agreement Expiration Date: January 31, 2016

3M Account # : JAR8282

JOHNSON COUNTY LIBRARY

Attn: **Michelle Beesley**

CENTRAL RESOURCE LIBRARY

9875 W 87TH ST

OVERLAND PARK, KS 66212

Dear Michelle,

I'm writing to you today to remind you that in 90 days your 3M Service Agreement will expire. You will need to renew your Service Agreement to continue coverage on your 3M™ Library Systems equipment.

In today's world there is no smarter investment than a 3M Service Agreement. It provides peace of mind knowing that your 3M Library Systems equipment will be functioning when you need it most to provide the services your customers have come to rely upon.

Complete equipment coverage

3M Library Systems advanced solutions help enhance the productivity of your library staff through industry leading technology. Even though great care goes into every product we build, it's impossible to manufacture a system that is 100% reliable for as long as you own it. That's why there is no smarter investment than a 3M Service Agreement.

Our Service Agreement covers labor, parts and equipment modifications necessary to keep your equipment operating at peak performance.

In short, we take care of practically everything.

Rapid response to your service needs

You can request service via our 800 number 24 hours a day, 7 days a week. While many issues can be quickly resolved over-the-phone, should you require on-site service, we offer a nationwide network of trained professionals ready to return your 3M system to full operation.

3M Library Systems
3M Center
PO Box 33900
St. Paul, MN 55133-3900
800-328-0067

Help eliminate expensive surprises

Your 3M Service Agreement helps you continue to receive the value provided by your 3M Library Systems purchase, and no one knows how to maintain your 3M equipment better than 3M service professionals. Should you choose not to renew your 3M Service Agreement, will you be ready for the unexpected?

Time and materials charge labor rates are \$250 per hour plus a callout charge of \$325 to \$425 depending on your service zone. You will also be responsible for the cost of any necessary replacement parts. You can see that just a single call could more than cover the cost of a whole year's Service Agreement coverage. Is it really worth it to take a chance?

Renewing is easy

Give yourself the peace of mind that renewing your 3M Service Agreement provides today. Just fax or mail a renewal purchase order to the number or address indicated below. You can also use your Visa or MasterCard (just call the number below for information on doing this). Your renewal price is guaranteed for a limited time, so please take a moment and renew today!

Did you know you can now place a service call or renew your service contract on line?
Visit us at www.3m.com/uslibraryservice for details.

Sincerely,

Service Sales Representative
Telephone: 800-328-0067, Opt 1, Opt 2
Fax: 888-263-1916

Return to: 3M Library Systems Contracts
Attn: Contract Administrator
PO Box 33900
St Paul, MN 55133-3900

P.S. If someone else is responsible for responding to this notice, please forward this letter to them! Thank You!

3M Library Systems
3M Center
PO Box 33900
St. Paul, MN 55133-3900
800-328-0067

Date: 11/10/2015

| | | | |
|----------------------|------------------|-----------------|----------------------|
| Service Agreement: | US42443 | Renewal Period: | 02/01/16 to 01/31/17 |
| Charge To Account #: | JAR8282 | | |
| Contact: | Michelle Beesley | | |
| Telephone: | 913-826-4600 | | |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
BLUE VALLEY LIBRARY
9000 W 151ST ST
OVERLAND PARK KS 66221
3M Acct #: BCO0378

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| AMH Induction | 2820 | 28200077 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Induction | 2820 | 28200078 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Induction | 2830 | 28300032 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Sortation | 2850 FX | 28500141 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Sortation | 2850 FX | 28500142 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Sortation | 2850 FX | 28500143 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Controller | 2855 FX | 28550052 | 2/1/16 | 1/31/17 | \$2,160.00 |
| AMH Conveyance | 2860 FX | 28600077R | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2860 FX | 28600078L | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2860 FX | 28600079R | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2863 FX | 28630027 | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2864 FX | 28640011 | 2/1/16 | 1/31/17 | \$773.00 |
| RFID Detection Sys | 9102DM | 91200351 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Selfcheck | 8405 | 9410085 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3225 | 9410085 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3225 | 9410088 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410088 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Selfcheck | 8405 | 9410089 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3225 | 9410089 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3225 | 9410090 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410090 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Selfcheck | 8405 | 9410272 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410272 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204973 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204982 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205014 | 2/1/16 | 1/31/17 | \$0.00 |

3M Library Systems
3M Center
PO Box 33900
St. Paul, MN 55133-3900
800-328-0067

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
BLUE VALLEY LIBRARY
9000 W 151ST ST
OVERLAND PARK KS 66221
3M Acct #: BCO0378

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|----------------|------------|-----------|------------|----------|--------|
| RFID STF WKSTN | 895 | P1205018 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205021 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205028 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205030 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
CORINTH LIBRARY
8100 MISSION RD
PRAIRIE VILLAGE KS 66208
3M Acct #: CDQ2833

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| RFID Detection Sys | 9101DM | 91100556 | 2/1/16 | 1/31/17 | \$1,171.00 |
| RFID Detection Sys | 9102DM | 91200564 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Selfcheck | 8405 | 9410084 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3225 | 9410084 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3192 | 9410260 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410260 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Selfcheck | 8405 | 9410265 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410265 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3192 | 9410271 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410271 | 2/1/16 | 1/31/17 | \$1,337.00 |
| RFID STF WKSTN | 895 | P1204974 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204975 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204976 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204980 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
GARDNER LIBRARY
137 E SHAWNEE
GARDNER KS 66030
3M Acct #: GBS6566

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|-----------|------------|-----------|------------|----------|------------|
| Selfcheck | 8422 | 84220494 | 2/1/16 | 1/31/17 | \$1,690.00 |
| Software | 3225 | 84220494 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3225 | 84220497 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at:

JOHNSON COUNTY LIBRARY

GARDNER LIBRARY

137 E SHAWNEE

GARDNER KS 66030

3M Acct #:

GBS6566

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| Selfcheck | 8422 | 84220497 | 2/1/16 | 1/31/17 | \$1,690.00 |
| RFID Detection Sys | 9102DM | 91200509 | 2/1/16 | 1/31/17 | \$1,473.00 |
| RFID STF WKSTN | 895 | P1204981 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204990 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205023 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at:

JOHNSON COUNTY LIBRARY

CENTRAL RESOURCE LIBRARY

9875 W 87TH ST

OVERLAND PARK KS 66212

3M Acct #:

JAR8282

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| AMH Induction | 2820 | 28200079 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Induction | 2820 | 28200080 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Induction | 2830 | 28300029 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Sortation | 2850 FX | 2850a053 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Sortation | 2850 FX | 2850b053 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Sortation | 2850 FX | 2850c053 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Controller | 2855 FX | 28550053 | 2/1/16 | 1/31/17 | \$2,160.00 |
| AMH Conveyance | 2860 FX | 28600080R | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2860 FX | 28600081L | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2864 FX | 28640012 | 2/1/16 | 1/31/17 | \$773.00 |
| RFID Detection Sys | 9102DM | 91200257 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Software | 3192 | 9410267 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410267 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410273 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 9410F | 9410273 | 2/1/16 | 1/31/17 | \$1,374.00 |
| Software | 3192 | 9410274 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410274 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Selfcheck | 8405 | 9410275 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410275 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3192 | 9410276 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410276 | 2/1/16 | 1/31/17 | \$1,337.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
CENTRAL RESOURCE LIBRARY
9875 W 87TH ST
OVERLAND PARK KS 66212

3M Acct #: JAR8282

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|----------------|------------|-----------|------------|----------|--------|
| RFID STF WKSTN | 895 | P1204222 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204223 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204554 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204555 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204556 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204557 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204558 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204977 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205013 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205015 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205022 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
LEAWOOD LIBRARY
4700 TOWN CENTER DR
LEAWOOD KS 66211

3M Acct #: JBD7972

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| AMH Induction | 2820 | 28200106 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Induction | 2820 | 28200107 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Induction | 2830 | 283000047 | 2/1/16 | 1/31/17 | \$3,904.00 |
| AMH Sortation | 2850 FX | 28500194 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Sortation | 2850 FX | 28500195 | 2/1/16 | 1/31/17 | \$1,030.00 |
| AMH Controller | 2855 FX | 28550070 | 2/1/16 | 1/31/17 | \$2,160.00 |
| AMH Conveyance | 2860 FX | 28600112R | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2860 FX | 28600117L | 2/1/16 | 1/31/17 | \$773.00 |
| AMH Conveyance | 2863 FX | 28630040 | 2/1/16 | 1/31/17 | \$773.00 |
| Selfcheck | 8405 | 84050007 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3225 | 84050007 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3225 | 84050008 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 84050008 | 2/1/16 | 1/31/17 | \$1,337.00 |
| RFID Detection Sys | 9102DM | 91200565 | 2/1/16 | 1/31/17 | \$1,473.00 |
| RFID Detection Sys | 9102DM | 91200567 | 2/1/16 | 1/31/17 | \$1,473.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
LEAWOOD LIBRARY
4700 TOWN CENTER DR
LEAWOOD KS 66211

3M Acct #: JBD7972

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|----------------|------------|-----------|------------|----------|------------|
| Selfcheck | 8405 | 9410258 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410258 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3192 | 9410259 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410259 | 2/1/16 | 1/31/17 | \$1,337.00 |
| RFID STF WKSTN | 895 | P1204978 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205020 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205024 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
CEDAR ROE LIBRARY
5120 CEDAR ST
ROELAND PARK KS 66205

3M Acct #: JCC2592

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| RFID Detection Sys | 9102DM | 91200647 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Software | 3192 | 9410268 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 9410F | 9410268 | 2/1/16 | 1/31/17 | \$1,374.00 |
| Selfcheck | 9410F | 9410270 | 2/1/16 | 1/31/17 | \$1,374.00 |
| Software | 3192 | 9410270 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204988 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204989 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205027 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
DESOTO LIBRARY
33145 W 83RD ST
DE SOTO KS 66018

3M Acct #: JCX0022

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|----------------|------------|-----------|------------|----------|------------|
| Selfcheck | 8422 | 84220778 | 2/1/16 | 1/31/17 | \$1,690.00 |
| Software | 3225 | 84220778 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205016 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205026 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
EDGERTON LIBRARY

| | | | | | |
|-----------------------------------|-------------------|--|-------------------|-----------------|---------------|
| 3M Products(s) Located at: | | JOHNSON COUNTY LIBRARY EDGERTON LIBRARY 319 E NELSON ST EDGERTON KS 66021 | | | |
| 3M Acct #: | | JCX0030 | | | |
| Model | Model Type | Serial ID | Start Date | End Date | Amount |
| RFID STF WKSTN | 895 | P1205019 | 2/1/16 | 1/31/17 | \$0.00 |

| | | | | | |
|-----------------------------------|-------------------|---|-------------------|-----------------|---------------|
| 3M Products(s) Located at: | | JOHNSON COUNTY LIBRARY SPRING HILL LIBRARY 109 S WEBSTER ST SPRING HILL KS 66083 | | | |
| 3M Acct #: | | JCX0048 | | | |
| Model | Model Type | Serial ID | Start Date | End Date | Amount |
| Selfcheck | 8422 | 84220779 | 2/1/16 | 1/31/17 | \$1,690.00 |
| Software | 3225 | 84220779 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205308 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205309 | 2/1/16 | 1/31/17 | \$0.00 |

| | | | | | |
|-----------------------------------|-------------------|---|-------------------|-----------------|---------------|
| 3M Products(s) Located at: | | JOHNSON COUNTY LIBRARY LACKMAN LIBRARY 15345 W 87TH ST PARKWAY LENEXA KS 66219 | | | |
| 3M Acct #: | | LBE4398 | | | |
| Model | Model Type | Serial ID | Start Date | End Date | Amount |
| Selfcheck | 8422 | 84220423 | 2/1/16 | 1/31/17 | \$1,690.00 |
| Software | 3225 | 84220423 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3225 | 84220424 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8422 | 84220424 | 2/1/16 | 1/31/17 | \$1,690.00 |
| Selfcheck | 8422 | 84220425 | 2/1/16 | 1/31/17 | \$1,690.00 |
| Software | 3225 | 84220425 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3225 | 84220426 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8422 | 84220426 | 2/1/16 | 1/31/17 | \$1,690.00 |
| RFID Detection Sys | 9102DM | 91200270 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Software | 3192 | 9410266 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204983 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204986 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204987 | 2/1/16 | 1/31/17 | \$0.00 |

| | | | | | |
|-----------------------------------|--|---|--|--|--|
| 3M Products(s) Located at: | | JOHNSON COUNTY LIBRARY ANTIOCH LIBRARY 8700 SHAWNEE MISSION PARKWAY | | | |
|-----------------------------------|--|---|--|--|--|

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
ANTIOCH LIBRARY
8700 SHAWNEE MISSION PARKWAY
SHAWNEE MSN KS 66202
3M Acct #: LYG3767

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| RFID Detection Sys | 9102DM | 91200258 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Software | 3192 | 9410261 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410261 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Selfcheck | 8405 | 9410262 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410262 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3192 | 9410263 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410263 | 2/1/16 | 1/31/17 | \$1,337.00 |
| RFID STF WKSTN | 895 | P1204979 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204984 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1204985 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
SHAWNEE LIBRARY
13811 JOHNSON DR
SHAWNEE KS 66216
3M Acct #: SDJ8507

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| SmartChute | 877 | 87700414 | 2/1/16 | 1/31/17 | \$2,197.00 |
| SmartChute | 877 | 87700415 | 2/1/16 | 1/31/17 | \$2,197.00 |
| RFID Detection Sys | 9102DM | 91200631 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Selfcheck | 8405 | 9410083 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3225 | 9410083 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410264 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410264 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410266 | 2/1/16 | 1/31/17 | \$1,337.00 |
| RFID STF WKSTN | 895 | P1205025 | 2/1/16 | 1/31/17 | \$0.00 |
| RFID STF WKSTN | 895 | P1205029 | 2/1/16 | 1/31/17 | \$0.00 |

3M Products(s) Located at: JOHNSON COUNTY LIBRARY
OAK PARK LIBRARY
9500 BLUEJACKET ST
OVERLAND PARK KS 66214
3M Acct #: YAT7499

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|-----------|------------|-----------|------------|----------|------------|
| Selfcheck | 8405 | 84050005 | 2/1/16 | 1/31/17 | \$1,337.00 |

3M Library Systems
3M Center
PO Box 33900
St. Paul, MN 55133-3900
800-328-0067

3M Products(s) Located at:

JOHNSON COUNTY LIBRARY
OAK PARK LIBRARY
9500 BLUEJACKET ST
OVERLAND PARK KS 66214
YAT7499

3M Acct #:

| Model | Model Type | Serial ID | Start Date | End Date | Amount |
|--------------------|------------|-----------|------------|----------|------------|
| Software | 3225 | 84050005 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3225 | 84050006 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 84050006 | 2/1/16 | 1/31/17 | \$1,337.00 |
| RFID Detection Sys | 9102DM | 91200519 | 2/1/16 | 1/31/17 | \$1,473.00 |
| RFID Detection Sys | 9102DM | 91200520 | 2/1/16 | 1/31/17 | \$1,473.00 |
| Selfcheck | 8405 | 9410257 | 2/1/16 | 1/31/17 | \$1,337.00 |
| Software | 3192 | 9410257 | 2/1/16 | 1/31/17 | \$0.00 |
| Software | 3192 | 9410269 | 2/1/16 | 1/31/17 | \$0.00 |
| Selfcheck | 8405 | 9410269 | 2/1/16 | 1/31/17 | \$1,337.00 |
| RFID STF WKSTN | 895 | P1205017 | 2/1/16 | 1/31/17 | \$0.00 |

TOTAL \$135,341.00

Please Add Applicable Tax: \$

Payment Terms are "Net 30"

Notes:

3M Library Systems
3M Center
PO Box 33900
St. Paul, MN 55133-3900
800-328-0067

Please indicate your intentions below:

_____ **Yes**, I wish to renew the Service Agreement: US42443 (Please attach your Purchase Order and return it to the address listed below.)

Please indicate billing frequency preference:

_____ Annual _____ Semi-annual _____ Quarterly _____ Monthly
(\$100.00 Fee) (\$200.00 Fee) (\$600.00 Fee)

Purchase Order Number: _____ (Please provide if you require a purchase order on your invoice.)

_____ Indicate here if you wish to pay by check. (Please DO NOT enclose a check. You will be invoiced at a later date.)

_____ **No**, I do not wish to renew the Service Agreement.

Reason for Cancellation: _____

_____ I am interested in purchasing additional library equipment. Please have my Sales Representative contact me.

Please enter below the name of the person authorizing the renewal or cancellation of the Service Agreement.

Name (Please Print) Telephone Number Fax Number Date

Email Address

Service Sales Representative
Telephone: 800-328-0067, Opt 1, Opt 2
Fax: 888-263-1916

Return to: 3M Library Systems Contracts
Attn: Contract Administrator
PO Box 33900
St. Paul, MN 55133-3900

*****THIS IS NOT AN INVOICE*****

Terms and Conditions

WHAT WE WILL DO:

Hardware: In consideration of payment of the agreement price, 3M will furnish labor and replacement parts necessary to maintain the Equipment specified in this agreement in proper operating condition during the term of this agreement, provided that the Equipment is installed by an authorized 3M Service Provider and used as directed. This Service Agreement covers Equipment failure during normal usage. 3M agrees to provide:

- On-site remedial maintenance during On-Site Coverage Hours When 3M is notified that the Equipment is not in good working order. 3M will provide a toll-free telephone number for Customer to place, and 3M will receive, Equipment maintenance service calls twenty-four (24) hours per day, seven (7) days per Week.
- All labor, service parts and Equipment modifications 3M deems necessary to maintain the Equipment in good working order. All service parts will be furnished on an exchange basis and will be new parts or parts of equal quality. For certain Equipment, 3M reserves the right to replace the entire unit with new equipment or equipment of equal quality when 3M determines that replacement is more economical than on-site repair. All Equipment and service parts removed for replacement become the property of 3M.

Software: In consideration of payment of the agreement price, 3M will furnish over-the-phone software support and remote troubleshooting of the 3M Software specified in this agreement as well as updates necessary to maintain the 3M Software specified in this agreement in proper operating condition during the term of this agreement, provided that the 3M Software is installed and used as directed. 3M agrees to provide:

- All software configuration modifications 3M deems necessary to maintain the 3M Software in good working order
- 3M Software updates
- Internet Filter list updates (as applicable)
- A toll-free telephone number for Customer to place and 3M to receive software support calls. Over-the-phone software support calls may be placed twenty-four (24) hours per day, seven (7) days per week. Calls will be addressed during 3M Software Support Coverage Hours in the order they were received.

WHAT IS NOT COVERED: The basic maintenance fee does not include and 3M is not obligated to provide or perform repair of damage or increase in service time caused by (i) failure of Customer to provide continually a proper operating environment and supply of power as prescribed by the Equipment manufacturer; (ii) accident; (iii) Acts of God, including but not limited to fire, flood, water, wind and lightning; (iv) neglect, abuse or misuse; (v) failure of Customer to follow 3M's published operating instructions; (vi) modification, service or repair of the Equipment by other than 3M authorized personnel; (vii) use of Equipment for purposes other than for which designed; (viii) painting or refinishing the equipment; (ix) relocation of the equipment; (x) replacement of broken or damaged cabinetry; to include items such as lattices, base covers, book check covers, etc.; (xi) electrical work external to the Equipment; (xii) cosmetic restoration (e.g., filling of holes in floor or walls, plugging or wire run openings, removal of tape residue, etc.) after removal or relocation of equipment for any reason; (xiii) restoration of Equipment performance when it has been degraded by placement of unauthorized interference sources within the affected range of said equipment; (xiv) service requests related to use of markers (strips) other than those manufactured by 3M or its authorized distributor(s), (xv) modification, or repair of the 3M Software by other than 3M authorized personnel; (xvi) use of the 3M Software for purposes other than for which designed; (xvii) virus / hacker activity; (xviii) Non-3M Software related updates and upgrades including, but not limited to, Operation System, Anti-Virus, Intrusion Detection. (xix) labor or materials associated with consumables such as receipt printer paper, separator jaws, patron counter batteries, and similar items.

RENEWAL: This agreement is NOT automatically renewable. If a renewal agreement is offered by 3M, the agreement price quoted will reflect the age of the product and the service costs at the time of renewal.

ENTIRE AGREEMENT: This instrument sets forth the entire agreement between the parties, and no representation, promise or condition not contained herein shall modify these terms whether made prior to or subsequent to the execution of this agreement.

Library Systems
3M Center, Building 225-4N-14
St. Paul, MN 55144-1000
1-800-328-0067
www.3M.com/library

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78-8123-7221-3 Rev B

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JOHNSON COUNTY LIBRARY

**SUMMARY OF NEW AND/OR
RENEWED CONTRACTS
Nov-15**

| VENDOR | DESCRIPTION | AMOUNT |
|-----------------|-------------------------------|----------------------------|
| ValueLine | Database license | \$23,450.00 |
| AOS | IT professional services work | \$82,203.80 |
| ACS | CCTV camera system | \$68, 606.00 |
| Arseth Insights | Executive coaching | \$1,800 |
| | Total | <u>\$176,059.80</u> |

SIGNED:

Finance Director

Scheduled Replacement Account

| <u>REVENUE</u> | <u>REVENUE RECEIVED TO DATE</u> |
|---------------------------------|---------------------------------|
| 2011 Operating Fund Transfer | 360,175.00 |
| 2012 Operating/SU Fund Transfer | 642,934.00 |
| 2013 Operating/SU Fund Transfer | 551,250.00 |
| 2014 Operating/SU Fund Transfer | 330,566.00 |

Total Revenue **1,884,925.00**

| | <u>2011</u> | <u>2012</u> | <u>2013</u> | <u>2014/2015</u> |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Concrete Work - Antioch | 28,900.00 | | | |
| Grounds & Concrete Work - Blue Valley | 43,800.00 | | | |
| Furnishings and Equipment | 19,538.42 | 104,730.19 | 12,960.81 | 2,077.93 |
| Vehicle Replacement | 26,476.00 | 38,362.71 | | 9,000.00 |
| Shawnee Roof Replacement | 10,797.60 | 1,200.10 | | |
| Painting Lights & Improvements - CRL | | 1,470.00 | 80,511.00 | |
| CRL Parking Lot Improvements | 82,951.00 | | | 1,705.00 |
| Monticello Vending Solution Design | | 9,482.50 | | |
| Site Improvements - AN & CRL | 4,414.00 | | 687.50 | |
| Drainage Repairs - Corinth | 4,730.00 | | | |
| Roof & Window & Fire System Replacement - CRL | 8,400.00 | 3,724.00 | 118,071.10 | 31,420.99 |
| Carpet/Tile Replacement - Blue Valley | 6,433.00 | | | |
| Parking lot Maintenance - Cedar Roe | | | 15,040.00 | |
| Copier Replacement - Creative Services | 11,415.00 | | | |
| Parking Lot Repair - Gardner | 4,063.03 | | | |
| Parking Lot Repair & Boiler Replace - Antioch | 33,180.00 | | | 91,193.27 |
| Remove bookcases/Painting - CO Meeting & Reading Rooms | | 2,750.00 | 1,575.00 | |
| Painting & Security upgrades- Oak Park | | 2,810.00 | | 1,554.00 |
| Painting/Furnishings Gardner | | 1,880.00 | 5,976.26 | |
| Carmack Room Blinds | 6,994.00 | | | |
| Office Remodel / Security upgrade LE | | 5,650.00 | | 8,043.00 |
| Security System Upgrade - Blue Valley | | 8,138.00 | | |
| Blind Replacement & Furnish - OP | | 1,958.68 | 14,651.03 | |
| HVAC Improvements - Antioch | | 108,235.97 | | |
| Concrete Repairs - Shawnee | | 24,750.00 | 5,875.00 | |
| Handicap Ramp / landscape- Gardner | | 3,275.00 | | |
| Office Remodel - Blue Valley | 24,000.00 | 11,650.00 | | |
| Electrical & Security Camera Installation - CR | 664.00 | 16,701.24 | 24,360.00 | |
| Roof Repairs - Corinth | | 39,483.20 | | |
| Stack Moving for Carpet Replacement - CRL | | 8,370.00 | | |
| Emergency Lighting & Electrical work - CRL | | 8,750.00 | 62,123.00 | 15,476.01 |
| Carpet Replacement - AN & SSB furnishings | | 13,577.00 | 1,839.85 | |
| Carpet Replacement - Shawnee | | 48,312.25 | | |
| Leawood Sorter Installation | | 54,167.13 | 5,318.84 | |
| Retaining Walls - Corinth | | 13,825.00 | | |
| HVAC Improvements - Corinth | | 13,800.00 | | |
| HVAC Improvements - Shawnee | | 15,285.00 | | |
| Edgerton Environmental Sampling | | 712.80 | | |
| Carpet & Security System Improvement - Lackman | | 898.00 | 815.00 | 1,520.00 |
| Entryway Handrail Repair - Corinth | | 250.00 | | |
| Fence Repair - Antioch | | 3,700.00 | | |
| Rear Entry Modifications - Antioch | | 1,375.00 | 725.00 | |
| Electrical Upgrades/Furnishings - Lackman | | 5,304.00 | 6,513.16 | |
| Circulation Area Remodel - Shawnee | | 11,250.00 | | |
| Grounds BV/ Remodel & Landscape | | | 22,875.50 | 5,625.00 |
| LE Cabinet Heater w/ T-Stat option | | | 1,586.56 | |
| Security Improvements DE/ED/SH | | | 9,594.00 | |
| Carpet/Furnishing CO | | | 11,012.47 | |
| CRL Furnishings/Painting/Carpet | | | 39,591.66 | 3,185.76 |
| Architectural Services - CRL-Roof Repair | | | 9,961.25 | 12,030.12 |
| Shawnee Interior Renovation/Remove Door Frame | | | | 11,081.99 |
| Lackman Carpet/Furnishings | | | | 4,305.40 |
| Concrete replacement - Cedar Roe | | | | 4,969.00 |
| Masonry Repair - Shawnee | | | | 6,468.00 |
| Water Heater Install CRL | | | | 5,850.00 |
| Passenger Vehicles | | | | 30,763.25 |
| Shawnee Electrical Project Cat5, etc | | | | 7,455.00 |
| Corinth repairs and replacements | | | | 4,150.00 |
| CRL Flooring | | | | 4,351.00 |
| Computer Stations at Shawnee | | | | 14,599.43 |
| Interior Painting at Antioch | | | | 9,719.50 |
| Millcreek Shelter Assembly and Install | | | | 8,776.00 |
| Plumbing at Corinth - New Gas Line | | | | 7,465.00 |
| Commputer and Study Room Furniture AN | | | | 43,200.40 |
| Digging parking lot for drainage pipe, backfill - COR | | | | 3,600.00 |
| | <u>316,756.05</u> | <u>585,827.77</u> | <u>451,663.99</u> | <u>349,585.05</u> |

Budget Remaining **\$ 181,092.14**

JOHNSON COUNTY LIBRARY TOTAL REVENUE REPORT

November 2015
92% of Year Lapsed

| REVENUE ALL FUNDS | 2015 Year to Date | 2015 Budget | % Budget Year to Date | % Budget YTD Prior Year |
|--------------------------------------|----------------------|---------------------|--------------------------|----------------------------|
| Ad Valorem | 20,732,388 | 20,790,357 | 100% | 100% |
| Ad Valorem Delinquent | 203,506 | 214,495 | 95% | 65% |
| Motor Vehicle | 2,274,071 | 2,236,495 | 102% | 99% |
| Library Generated - Copying/Printing | 82,362 | 93,530 | 88% | 93% |
| Library Generated - Overdues / Fees | 634,770 | 739,500 | 86% | 84% |
| Sale of Library Books | 50,021 | 50,000 | 100% | 100% |
| Misc Other | 97,735 | 48,551 | 201% | 57% |
| Library Generated - Other Charges | 122,392 | 322,050 | 38% | 130% |
| Investment | 53,970 | 86,374 | 62% | 86% |
| Unencumbered Balance Forward | 0 | 446,865 | 0% | 0% |
| Recreational Vehicle Tax | 7,355 | 6,958 | 106% | 108% |
| Commercial Vehicle Tax | 44,314 | 0 | | 0% |
| Heavy Trucks Tax | 3,010 | 1,464 | 206% | 89% |
| Rental Excise Tax | 27,454 | 26,716 | 103% | 97% |
| State and Federal Grants | 147,152 | 206,788 | 71% | 71% |
| TOTAL REVENUE | \$24,480,500 | \$25,270,143 | 97% | 97% |

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category
November 2015
92% Year Lapsed

OPERATING FUND

| | 2015 | 2015 | % Program |
|--|---------------------|---------------------|------------|
| Programs | Year to Date | Budget | Expended |
| Administrative Services | 3,968,748 | 4,603,940 | 86% |
| Information Technology | 1,802,272 | 2,189,844 | 82% |
| Collection Development | 2,978,420 | 3,412,889 | 87% |
| Branch/Systemwide Services | 10,467,563 | 12,037,668 | 87% |
| Risk Management Charges | 59,945 | 79,926 | 75% |
| Library Tax Increment | | 124,178 | 0% |
| Grants * | 150,559 | 233,066 | 65% |
| Transfer to Capital Projects | | 436,865 | 0% |
| Interfund Transfers | | | |
| TOTAL OPERATING FUND EXPENDITURES | \$19,427,506 | \$23,118,376 | 84% |

* Includes expenditures for 2015 calendar year only. The life of the grant may cover more than one year.

SPECIAL USE FUND

| | 2015 | 2015 | % Budget |
|--|--------------------|--------------------|------------|
| | Year to Date | Budget | Expended |
| Contractual Services (General Maintenance) | 14,103 | 16,305 | 86% |
| Commodities (Capital Equipment) | 7,792 | 192,564 | 4% |
| Transfer to Debt Payment | 975,743 | 990,598 | 99% |
| Transfer to Capital Projects | 905,879 | 952,300 | 95% |
| TOTAL SPECIAL USE FUND EXPENDITURES | \$1,903,516 | \$2,151,767 | 88% |

| | | | |
|---------------------------|---------------------|---------------------|------------|
| TOTAL EXPENDITURES | \$21,331,022 | \$25,270,143 | 84% |
|---------------------------|---------------------|---------------------|------------|

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Type
November 2015
92% Year Lapsed

ALL FUNDS

| Categories | 2015 Year to Date | 2015 Budget | % Categories Expended |
|--------------------------------|----------------------|----------------|--------------------------|
| Salaries and Benefits | 12,542,992 | 14,601,228 | 86% |
| Contractual Services | 3,061,060 | 3,388,487 | 90% |
| Commodities | 2,934,845 | 4,105,083 | 71% |
| Capital - Operating | 0 | 8,412 | 0% |
| Risk Management Charges | \$59,944.50 | 79,926 | 75% |
| Library General Tax Increment | 0 | 124,178 | 0% |
| Capital / Maintenance / Repair | 700,000 | 786,865 | 89% |
| Transfer to Debt Payment | 975,743 | 990,598 | 99% |
| Transfer to PBC Capital Leases | 905,879 | 952,300 | 95% |
| Grants | 150,559 | 233,066 | 65% |
| | \$21,331,022 | \$25,270,143 | 84% |

| | |
|--|--|
| | |
| | |

JOHNSON COUNTY LIBRARY

GRANTS MONTHLY REPORT

| GRANTS* | Expenditures through 10/31/15 | Source | Received | Expend By | Expenditures | Grant Award | Budget Remaining |
|---------|-------------------------------|--------|----------|-----------|--------------|-------------|------------------|
| | 2014 Check up and Check Out | State | Jul-14 | | \$2,015.23 | \$5,250.00 | \$3,234.77 |
| | 2013 6by6 Activity Kits | State | Jul-13 | Dec-14 | \$2,538.97 | \$4,289.90 | \$1,750.93 |

*Includes all expenditures and revenues over the life of the grant. (Includes multiple years due to the grants crossing fiscal years).

Monticello Land Acquisition

| REVENUE | TO DATE | BUDGET |
|-----------------------|------------------|------------------|
| Library Fund Transfer | \$100,000 | \$100,000 |
| Bond Sale Proceeds | \$710,000 | \$710,000 |
| TOTAL REVENUE | \$810,000 | \$810,000 |

| EXPENDITURES | TO DATE | BUDGET REMAINING |
|---------------------------------|---------------------|-----------------------------|
| Earnest Money for Land Purchase | \$50,000.00 | |
| Land Purchase | \$713,778.64 | |
| Engineering | \$7,015.00 | |
| Site Survey | \$1,900.00 | \$37,306.36 |
| TOTAL EXPENDITURES | \$772,693.64 | \$37,306.36 |

Expenditure of Friends of the JCL Donations 2015

| <i>Expenditure Details</i> | <i>Payee</i> | <i>Current Month</i> | <i>YTD</i> |
|--|---------------------|-----------------------------|---------------------|
| Volunteer Recognition | | \$0.00 | \$159.61 |
| Advertising/Promotion | | \$0.00 | \$6,000.00 |
| Collection Materials | | \$0.00 | |
| Professional Development/Staff Recognition | | \$216.00 | \$2,556.29 |
| Technology/Recruitment Consulting & Expenses | | \$0.00 | \$7,924.00 |
| Card Services | | \$0.00 | |
| Homework Help and Tudor.com | | \$0.00 | |
| Summer Reading Club/Elementia | | \$0.00 | \$1,549.85 |
| Other Library Programming | | \$0.00 | |
| MidAmerica Regional Council | | \$0.00 | |
| Board Travel Expenses | | \$0.00 | \$889.50 |
| Miscellaneous | | \$0.00 | |
| Total Expenditures | | \$ 216.00 | \$ 19,079.25 |

**JOHNSON COUNTY LIBRARY
GIFT FUND
TREASURER'S REPORT**
Period: NOV-2015

| | | | Receipts | Payments | Balance |
|--|---------------------------------|------------------|-------------|----------|---------------------|
| | Opening cash balance | | | | \$159,446.70 |
| | | Add Receipts | \$80,415.50 | | |
| | | Less Payments | | \$588.15 | |
| | Ending Cash balance | | | | \$239,274.05 |
| | | Less Liabilities | | \$932.97 | |
| | Unobligated cash balance | | | | \$238,341.08 |

APPROVED: _____

DATE: _____

JOHNSON COUNTY LIBRARY
Board of Directors
January 14, 2016

AGENDA ITEM VI.B.: Memorandum of Understanding with the City of Edgerton

ISSUE FOR BOARD DETERMINATION: Whether or not to renew the MOU with the City of Edgerton for the use of that facility for library services.

DISCUSSION: Currently Johnson County Library and the City of Edgerton have a use and maintenance agreement in place for the purposes of providing library services in the City of Edgerton.

The City of Edgerton has reviewed the agreement and has no changes.

JCL has reviewed the agreement and made changes based upon the advice of counsel. The agreement has been revised in the form of a memorandum of renewal. The “hold harmless” or indemnification provisions have also been removed so as not to conflict with the protections of the Kansas Tort Claims Act.

The redline version has been included for review.

REVIEW BY BOARD COUNSEL: Reviewed by counsel.

RECOMMENDATION: That the Johnson County Library Board of Directors renews the agreement with the City of Edgerton to continue to provide library services in that location until December 31, 2016.

BUDGET IMPACT: \$500.00 per month lease fee.

PERSON(S) RESPONSIBLE: Jennifer Mahnken, Associate Director for Branch Services

FACILITY USE AND MAINTENANCE AGREEMENT -

MEMORANDUM OF RENEWAL

THIS FACILITY USE AND MAINTENANCE AGREEMENT – MEMORANDUM OF RENEWAL (the Agreement) is made this 11th day of December, 2015, by and between the City of Edgerton (the City) and the Board of Directors of the Johnson County Library. The parties agree as follows:

SECTION ONE: The City's Agreement to Make a Facility Available for a Branch Library. The City has renovated the former Edgerton Bank building (hereinafter "the Facility") and desires to renew the enter into a Use and Maintenance Agreement (hereinafter "the Agreement") authorizing JCL to use an agreed area of the Facility (hereinafter the "Library Site") for the purposes of establishing and maintaining a public library.

SECTION TWO: JCL's Agreement to Maintain a Branch Library at the Facility. JCL and the Board of County Commissioners of Johnson County, Kansas, have approved the establishment and maintenance of a branch facility of the Johnson County Library at the Facility and JCL has maintained a branch library facility at the Facility. ~~and~~ JCL desires to continue maintain ~~establish and maintain~~ a public library at the Library Site.

SECTION THREE: CITY'S RESPONSIBILITIES

1. Making the Facility Ready for Use; Compliance with Codes and Laws. The City agrees that it shall, at its sole expense, prepare maintain the Facility and the Library Site for use by JCL. The City warrants that the Facility and the Library Site will be maintained ~~completed~~ in a manner that assures that the Facility and the Library Site will be in compliance with all federal, state, county, and city laws and building and zoning codes, and that the City will, at its sole expense, bring the Facility or Library Site into compliance with such laws or codes, in the event that the parties are advised of a violation of any one of such laws or codes.
2. Signage. The City agrees that JCL shall continue to be permitted to place appropriate signs on the exterior of the Facility identifying the library, subject to City zoning and building codes.
3. Maintenance of the Facility. The City agrees that it will, at its sole expense, maintain the grounds and sidewalk surrounding the Facility; mow the grass; assure snow and ice removal from parking and sidewalk areas around the Facility; maintain all electrical, plumbing, mechanical, and heating, ventilation, and air condition systems in good repair; maintain the floors, roof, walls, windows, entry areas and common areas of the Facility in a manner that makes the Facility safe and free of hazards for use by JCL patrons; arrange for pest and insect control; and arrange for capital improvements of the Facility that are needed to assure that the Facility is in good condition for use by JCL patrons and the citizens of Edgerton.

4. Security. The City acknowledges that JCL will have to continue to take steps to secure the Library Site and to safeguard JCL materials used in the operation of the public library at the Library Site. The City agrees all such security measures are the sole prerogative of JCL.

SECTION FOUR: JCL'S RESPONSIBILITIES

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1. Agreement to Use the Library Site. JCL agrees to ~~continue to establish and~~ maintain a public library at the Library Site of the Facility. The parties agree that library services, selection of materials, and establishment of hours of service are the sole prerogative of JCL.
2. Library Operations. During the term of this Agreement, JCL shall operate the hours of the library as determined by JCL with no prior approval from the City. The City, however, may recommend changes to the operational hours of the library, and JCL agrees to reasonably consider such recommendations.
3. Usage of Facilities for City Functions. JCL agrees to allow the City to use the Facility for City functions upon reasonable notice, as may be required when City Hall is not otherwise available for use and the Facility is not otherwise reserved for use by another party during regular library hours of service.
4. Usage and Maintenance Fee. JCL agrees to pay the City a Usage and Maintenance Fee (hereinafter the "Fee") in the sum of \$500.00 per month. The Fee shall be paid monthly by the first day of the each month.
5. Maintenance of Library Site and Payment of Utilities. JCL agrees to maintain and keep in good repair the Library Site (excluding capital improvements to the common areas, walls, floors, or ceiling) and agrees, at its sole expense, to contract for custodial services for the Library Site and to make all payments due for utilities used for the Library Site.

SECTION FIVE: FAILURE TO MAKE REPAIRS

The City agrees to respond promptly when advised of needed repairs or service for the Facility, the surrounding grounds, sidewalks, and parking. In the event that the City does not, within a reasonable period of time, respond to the call for repair or services, JCL may undertake such repair or service on its own, and the City agrees to reimburse JCL for the cost of any such repair or service.

SECTION SIX: TERM

The term of this Agreement shall be ~~one year~~~~five years~~ beginning January 1, 201~~6~~~~9~~ through December 31, 201~~6~~~~9~~, upon execution by the parties of a Resolution renewing the Agreement. In the event that one of the parties elects not to renew this Agreement, it shall give the other party six months prior written notice of its intent not to renew.

SECTION SEVEN: INSURANCE AND HOLD HARMLESS

1. City's Insurance. The City agrees to maintain commercial general liability insurance for the Facility in the amount of at least \$500,000 per occurrence.
2. JCL's Insurance. JCL agrees to maintain commercial general liability insurance for the Facility in the amount of at least \$500,000 per occurrence.

~~3. Hold Harmless. Each party agrees to protect, defend, indemnify and hold the party, the Board of County Commissioners of Johnson County, Kansas and their officers, employees, and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of its error, omission or negligent act.~~

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4.3. Waiver of Subrogation. Each of the parties releases the other party from all liability for damage due to any act or neglect of the other party (except as hereinafter provided) occasioned to property owned by the parties which is or might be incident to or the result of a fire or any other casualty against loss for which either of the parties is now carrying or hereafter may carry insurance; provided, however, that these releases shall not apply to any loss or damage occasioned by the willful, wanton, or premeditated negligence of either of the parties, and the parties hereto further covenant that any insurance that they obtain on their respective properties shall contain an appropriate provision whereby the insurance company, or companies, consent to the mutual release of liability contained in this paragraph.

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~~5.4.~~ 5. Kansas Tort Claims Act. Nothing herein shall be construed as either the City or JCL waiving the immunities and liability limitations afforded to them by the Kansas Tort Claims Act.

IN WITNESS WHEREOF, the parties have set their hands this ~~_____ 11th~~ day of December, 201~~5~~4.

CITY OF EDGERTON, KANSAS

BOARD OF DIRECTORS OF THE JOHNSON
COUNTY LIBRARY

Donald Roberts, Mayor

Neil Shortlidge, Chair

ATTEST:

ATTEST:

Janeice Rawles, City Clerk

Pam Robinson, Secretary

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Patrick G. Reavey, City Attorney

Fred J. Logan, Jr., Attorney

RESOLUTION NO. 12-11-14B

A RESOLUTION RENEWING AN EXISTING FACILITY USE AND MAINTENANCE AGREEMENT FOR THE BANK OF KNOWLEDGE OWNED BY THE CITY OF EDGERTON, KANSAS, PURSUANT TO SECTION SIX OF THE AGREEMENT AUTHORIZED BY RESOLUTION NO. 12-10-09D, AND FURTHER AUTHORIZING ITS USE BY THE BOARD OF DIRECTORS OF THE JOHNSON COUNTY LIBRARY AS A LIBRARY FACILITY FOR THE CITIZENS OF THE CITY OF EDGERTON, KANSAS

WHEREAS, the Governing Body understands the importance of providing a library and its resources to citizens; and

WHEREAS, libraries are excellent opportunities within the community for cultural and intellectual development; and

WHEREAS, knowledge is the foundation for our democratic society; and

WHEREAS, the Johnson County Library has greatly benefited the citizens in City of Edgerton since its inception in the Bank of Knowledge; and

WHEREAS, the Governing Body wishes to continue its relationship with the Johnson County Library so as to continue to provide library services and functions for the betterment and well-being of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EDGERTON, KANSAS, AS FOLLOWS:

Section 1. Agreement. The Facility Use and Maintenance Agreement, attached as **Exhibit A**, as approved by Resolution No. 12-10-09D, by and between the BOARD OF DIRECTORS OF THE JOHNSON COUNTY LIBRARY and the CITY OF EDGERTON, KANSAS shall be hereby renewed for a year ending December 31, 2015.

Section 2. Authority. The City shall, and the officers, employees and agents of the City are hereby authorized and directed to, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution and to carry out, comply with and perform the duties of the City with respect to the aforementioned Agreement.

Section 3. Effective Date. This Resolution shall take effect and be in full force immediately after its adoption by the City Council.

[END OF PAGE]

ADOPTED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF EDGERTON, KANSAS ON THE 11th DAY OF DECEMBER, 2014.

ATTEST:

CITY OF EDGERTON, KANSAS

Janeice Rawles, City Clerk

By: _____
Donald Roberts, Mayor

APPROVED AS TO FORM:

Patrick G. Reavey, City Attorney

EXHIBIT A

Facility Use and Maintenance Agreement with Board of Directors of the Johnson County Library

(the “Agreement”)

Johnson County Library
Board of Directors
Selection of Calendar Events
January 2016

| Dates | Events |
|----------------------|---|
| Saturday, January 9 | Second Saturday: Love from Kansas Antioch Library |
| Saturday, January 9 | Hands-On: Happy Birthday Kansas! Lackman, De Soto, Leawood, Shawnee, Oak Park, Blue Valley, Antioch, Cedar Roe, Gardner, Corinth |
| Saturday, January 9 | Listen Local: Martha Haehl Antioch Library |
| Monday, January 11 | An Edible Discussion Corinth Library |
| Tuesday, January 19 | Poetry and Prose Works by: Dennis Etzel and Roderick Townley Oak Park Library |
| Thursday, January 21 | Central Library [RE] Opening event Central Library |
| Thursday, January 21 | Meet the Author: Colter Jackson Central Library |
| Saturday, January 23 | Elementia Presents: A Cover Art Workshop Gardner Library |
| Monday, January 25 | eBooks and More Corinth Library |
| Tuesday, January 26 | Family Storytime Leawood Pioneer Library |
| Thursday, January 28 | Book Party Antioch Library |