



**Board Report
August 8, 2024**

AGENDA

JOHNSON COUNTY LIBRARY BOARD OF DIRECTORS
REGULAR MEETING, AUGUST 8, 2024
Central Resource Library
Carmack Community Room
9875 W 87th St Overland Park, KS 66212
4:00 p.m.

The public can view the broadcast of the meeting on the Johnson County Library [YouTube Channel](#) for a live feed or later when the video is posted to the Library's website.

If you have information or comments related to any item on our agenda that you would like to have presented to the Library Board, we encourage you to submit that information in writing. If you wish to submit information, please email comments or statements to kangethep@jocolibrary.org before noon on the Wednesday before the Thursday Library Board meeting. Comments received by noon will be shared with the entire Board and be made part of the record prior to the meeting.

I. Call to Order

A. Pledge of Allegiance

II. Citizen Comments

III. Remarks

- A. Members of the Johnson County Library Board of Directors
- B. Board Chair, Kelly Kilgore
- C. Development Department: Written reports presented by Shelley O'Brien, Development Director.....4
- D. Liaison, Board of County Commissioners, Shirley Allenbrand

IV. Reports

- A. Board Counsel – Andrew Logan and Fred Logan
 - a) Kansas Open Records Request, Kansas Open Meeting Act and the Library Board Retreat
 - b) Communication during RFP Process
- B. County Librarian Report – Tricia Suellentrop, County Librarian
- C. Finances and Statistics
 - a) Financial Report, Dave Vratny, Finance Director.....6
 - i. Budget Committee
 - b) Communications Trends, Elissa Andre, Marketing and Communication Manager and Terry Pulliam, Assistant Communication Manager.....11
- D. Comprehensive Library Master Plan, Scott Sime, Lead Project Coordinator
 - a) Capital Projects: Timeline Summary.....31
 - b) Sale of Lackman Property
- E. Updates – Tricia Suellentrop, County Librarian
 - a) Election Support Update, Ashley Fick, Program Coordinator and Tad Twidwell, Physical Security Specialist.....35
 - b) Catholic Charities Update, Chris Koppenhaver, Regional Librarian and Jared Harper, Regional Manager.....42
 - c) Prairie Village / Antioch Update, Tricia Suellentrop, County Librarian.....49
 - d) ALA Conference Involvement, Anna Madrigal, Regional Manager, and Shannon Goebel, Program Operations Manager.....55
 - e) Fine Free Annual update, Michelle Olsen, Circulation Manager and Elissa Andre, Marketing and Communication Manager.....62

V.	Consent Agenda	
	A. Action Items:	
	1. Minutes of the July 11, 2024 Regular Library Board meeting.....	73
	2. Consideration of temporary closures at Blue Valley and Leawood for Security Upgrade Work.....	83
	B. Information Items	
	1. Financial and Personnel	
	a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for June 2024 were handled in accordance with library and County policy.	
	b) The June 2024 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 Report.....	84
VI.	Old Business	
	A. Action Item: Consideration of ARM 10-50-10 Bylaws of the Board of Directors, Tricia Suellentrop, County Librarian.....	85
VII.	New Business	
	A. Action Item: Formation of Budget Review Committee, David Vratny, Finance Director.....	98
	B. Information Item: Consideration of CBRE as future broker for possible disposal of Antioch Property, David Vratny, Finance Director.....	99
	C. Information Item: Consideration of Memorandum of Understanding (MOU) to accept a grant for Electric Vehicle Charging Station purchase and installation, Adam Wathen, Associate Director of Branch Services, and David Vratny, Finance Director.....	100
	D. Information Item: County Librarian Appraisal Review Committee Updates, Anna Van Ophem, Board Vice Chair.....	101
	E. Information Item: Consideration of contract amendment to BiblioCommons to add BiblioWeb, Elissa Andre.....	102
VIII.	Adjournment	



Monthly Report of the
Executive Director of the Friends of JCL, Shanta Dickerson and
Volunteer & Friends Engagement Coordinator, Amber Bourek Slater
August 2024

Friends Volunteers

Volunteers play critical roles in the Friends of Johnson County Library operations. Each week, the Friends have nearly 90 regular volunteers who help them sort, research, shelve, list books for sale online, and ship orders. Last month, volunteers gathered at the Central Resource Library for their annual training. It was a chance for volunteers to ask questions and make suggestions for changes in the sorting process.

Additionally, the Friends have a pool of 120 episodic volunteers who help accept book donations. These Saturday morning volunteers are mostly teenagers. In addition, volunteers are now hosting book drives as well as helping accept donations at community recycling events.

A group of over 100 active volunteers help operate the Friends Pop-up Book Sales. This summer, the Friends have added a book sale on the second Tuesday from 4-7PM which is attracting a new audience of shoppers. The Friends will be having special sales for members and educators in September.

With the Friends Board of Directors July meeting decision to expand their operations in 2025, we will see increases in volunteers in all three areas.

Friends Membership Survey

In an ongoing effort to better understand members and non-members, Friends of JCL Membership Committee created a survey to ask volunteers questions regarding membership. With a 32% response rate, we learned that the number one reason volunteers are Friends members is because they wanted to show their support for Johnson County Library. We also learned that many volunteers did not know a lot about Friends membership. This information will assist in increasing awareness about the Friends.

Volunteer Handbook Updated

The Volunteer Handbook is a document that is shared with new volunteers as a resource. It contains everything from contact information to screen shots of how to log service hours. This is a living document which is repeatedly updated. With library branches serving as polling places, the document has been updated related to the election and dress code to match expectations for library staff. For Friends volunteers, we have also provided clarity around use of ear buds and purchasing materials.



Monthly Report of the
Executive Director of the Foundation, Shelley O'Brien
August 2024

Library Lets Loose

Thank you to everyone who is sponsoring our annual fundraiser for the Library. Here are some additional people who have supported us this year. We are just shy of \$100,000 in sponsorships and 65 tickets sold. Please plan to purchase your tickets early this year – we may sell out.

- CBRE – Adam Tilton
- Steven and Lundy Joyce
- McCownGordon Construction
- Leigh Anne and Bill Neal
- Stepp and Rothwell, Inc.

Raffle Prizes for 2024 -- You can purchase a raffle ticket for \$100 each to win fabulous experience prizes. You do not need to be present to win. Tickets are on sale now and will be sold at the event.

- A trip for two to the Dominican Republic that includes a 4-night stay at the Hyatt Resort
- A trip to Washington DC to visit the International Spy Museum
- Join KCUR's Steve Kraske for an Interview and lunch
- Dinner with County Librarian Tricia Suellentrop
- A docent tour of the WWII Museum for six people
- A private ice cream tasting class at Betty Rae's in Merriam
- A one-hour coffee roasting class at Maps Coffee and Chocolate in Lenexa
- Wednesday Night Whiskey Tasting at Old Shawnee Pizza in Lenexa

I want to personally thank everyone who is working hard on this event. It is a year-long heavy lift to make this event so amazing and to bring in all the donations.

- Anne and Bill Blessing – Honorary Hosts
- Anjali Pandya and Sarah Page – Co-Chairs
- Julie Steiner, Board President, and everyone on the Library Lets Loose Committees
- Lisa Larson-Bunnell and Stann Tate – Volunteer Extraordinaries
- Steph Neu, Amber Bourek Slater, and Teresea Simpson from the development department

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category (.75 Increase Only)
June 2024
50% of Year Lapsed

OPERATING FUND

Programs	2024 Budget
Revenue	5,054,089

Administrative Services	
Information Technology	
Collection Development	
Branch/Systemwide Services	342,177
Transfer to Capital Projects	8,283,290
Interfund Transfers	

TOTAL OPERATING FUND EXPENDITURES	<u>\$8,625,467</u>
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TOTAL .75 INCREASE FUNDS REMAINING OPERATING	<u><u>(\$3,571,378)</u></u>
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SPECIAL USE FUND

**2024
Budget**

Revenue:	2,920,125
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Expenses:	
Contractual Services (General Maintenance)	
Commodities (Capital Equipment)	34,571
Transfer to Debt Payment	
Transfer to Debt Payment - CLMP	427,593
Transfer to Capital Projects	

TOTAL SPECIAL USE FUND EXPENDITURES	<u>\$462,164</u>
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TOTAL .75 INCREASE FUNDS REMAINING SPECIAL USE	<u><u>\$2,457,961</u></u>
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TOTAL .75 INCREASE FUNDS REMAINING ALL FUNDS	<u><u>(\$1,113,417)</u></u>
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JOHNSON COUNTY LIBRARY TOTAL REVENUE REPORT

June 2024

50% of Year Lapsed

REVENUE ALL FUNDS	2024 Year to Date	2024 Budget	% Budget Year to Date	% Budget YTD Prior Year
Ad Valorem	43,766,715	45,612,939	96%	97%
Ad Valorem Delinquent	105,744	151,009	70%	-139%
Motor Vehicle	1,785,183	3,387,672	53%	50%
Library Generated - Copying/Printing	45,305	108,206	42%	44%
Library Generated - Overdues / Fees	29,115	38,000	77%	12%
Sale of Library Books	0	50,000	0%	0%
Misc Other	6,664	18,703	36%	7%
Reimbursements	125,001	740,000	17%	19%
Library Generated - Other Charges	0	0	0%	0%
Investment	701,404	825,000	85%	86%
Unencumbered Balance Forward	0	6,499,696	0%	0%
Transfer from Capital Projects	6,293	0	0%	0%
Recreational Vehicle Tax	14,648	16,922	87%	81%
Commercial Vehicle Tax	56,523	63,117	90%	98%
Heavy Trucks Tax	4,400	4,733	93%	71%
Rental Excise Tax	29,046	66,002	44%	70%
Payment in Lieu of Taxes	342,332	0	0%	0%
State and Federal Grants	132,886	273,607	49%	50%
TOTAL REVENUE	47,151,258	57,855,606	81%	88%

Expenses ALL FUNDS with Collection Encumbrance

Categories	2024 Year to Date	2024 Budget	% Categories Expended
Salaries and Benefits	12,646,330	27,178,537	47%
Contractual Services	3,435,370	7,374,266	47%
Commodities	5,761,231	5,295,453	109%
Risk Management Charges	117,528	266,103	44%
Capital / Maintenance / Repair	8,301,277	10,399,696	80%
Transfer to Capital Projects	427,593	3,640,620	12%
Grants	132,886	273,607	49%
Interfund Transfer	3,494,265	3,427,324	102%
TOTAL EXPENDITURES	34,316,480	57,855,606	59%

Revenue - Expenses as of June 30, 2024 12,834,778

RESERVES ALL FUNDS	As of 12/31/23
Reserves Operating Fund	19,186,883
Reserves Special Use Fund	3,032,242
Total JCL Reserves	<u><u>22,219,125</u></u>

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category
June 2024
50% Year Lapsed

OPERATING FUND

Programs	2024 Year to Date	2024 Budget	% Program Expended
Administrative Services	2,361,704	7,406,324	32%
Information Technology	2,067,985	4,906,803	42%
Collection Development	1,928,888	4,063,002	47%
Branch/Systemwide Services	11,105,446	23,259,611	48%
Risk Management Charges	117,528	266,103	44%
Grants	29,861	273,607	11%
Transfer to Capital Projects	8,283,290	10,399,696	80%
Interfund Transfer	3,494,265	3,360,335	104%

TOTAL OPERATING FUND EXPENDITURES	29,388,968	53,935,481	54%
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SPECIAL USE FUND

	2024 Year to Date	2024 Budget	% Budget Expended
Contractual Services (General Maintenance)	0	152,505	0%
Commodities (Capital Equipment)	34,571	127,000	27%
Transfer to Debt Payment	0	0	0%
Transfer to Capital Projects	427,593	3,640,620	12%

TOTAL SPECIAL USE FUND EXPENDITURES	462,164	3,920,125	12%
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TOTAL EXPENDITURES	29,851,132	57,855,606	52%
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JOHNSON COUNTY LIBRARY: Summary of Expenditures by Type
June 2024
50% Year Lapsed

ALL FUNDS

Categories	2024 Year to Date	2024 Budget	% Categories Expended
Salaries and Benefits	12,646,330	27,178,537	47%
Contractual Services	2,849,568	7,374,266	39%
Commodities	1,984,709	5,295,453	37%
Risk Management Charges	117,528	266,103	44%
Capital / Maintenance / Repair	8,301,278	10,399,696	80%
Transfer to Debt Payment	0	0	0%
Transfer to PBC Capital Leases	427,593	3,640,620	12%
Grants	29,861	273,607	11%
Interfund Transfer	3,494,265	3,427,324	102%

TOTAL EXPENDITURES	29,851,132	57,855,606	52%
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GRANTS*						
	Expenditures through 05/31/2024	Source	Received	Expenditures	Grant Award	Budget Remaining
285000091	2023-State Aid	State	3/29/2023	\$132,233.29	\$132,568.53	\$335.24
285000092	2024-State Aid	State	3/12/2024	\$29,861.03	\$132,886.40	\$103,025.37

*Includes all expenditures and revenues over the life of the grant.

Expenditure of Friends of the JCL Donations 2024

<i>Expenditure Details</i>	<i>June</i>	<i>YTD</i>
Volunteer Recognition	\$0.00	\$0.00
Advertising/Promotion	0.00	0.00
Collection Materials	0.00	0.00
Professional Development/Staff Recognition	0.00	0.00
Technology/Recruitment Consulting & Expenses	0.00	0.00
Strategic Planning meeting supplies	0.00	0.00
GEM Award/Staff Recognition	0.00	0.00
Homework Help and Tutor.com	0.00	0.00
Summer Reading Club/Elementia	0.00	0.00
Other Library Programming	0.00	0.00
MidAmerica Regional Council	0.00	0.00
Joint Board Meeting Expense	0.00	0.00
Board Travel Expenses	121.50	1,502.21
Board Retreat Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Total Expenditures	\$ 121.50	\$ 1,502.21

Communications Department Update

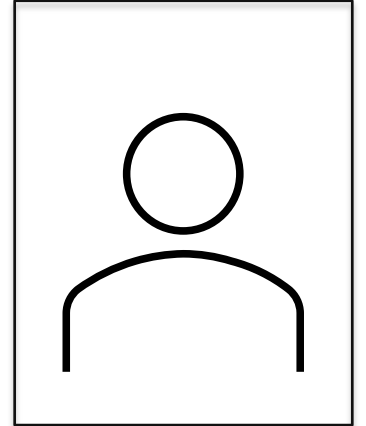
August 2024



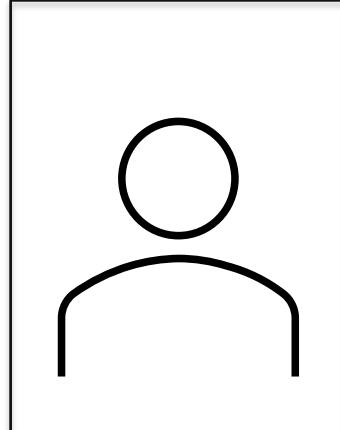
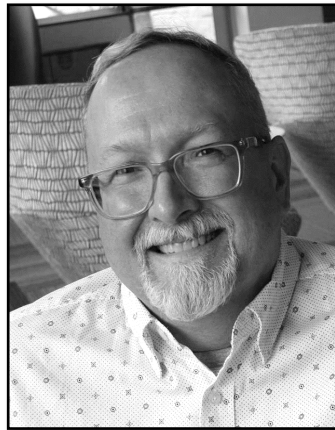
Graphic Design



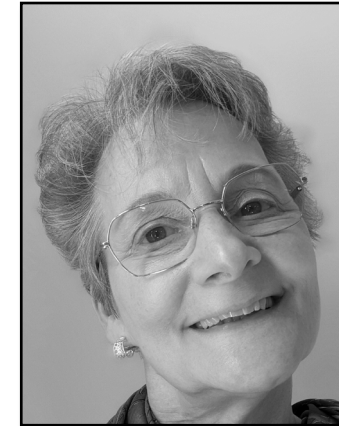
Marketing/Communications

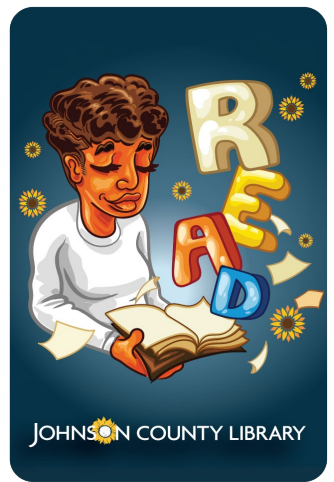


Web



Internal





ADVENTURE
— BEGINS AT —
YOUR LIBRARY.

Summer Reading
June 1 - July 31

JOHNSON COUNTY LIBRARY



HELLO from THE
LIBRARY
jocolibrary.org

JOHNSON COUNTY LIBRARY
9875 W. 87th St.
Overland Park, KS
66212

Indicia

There's an innovation destination right around the corner from you! You'll find dynamic spaces and programs to explore, create and play, items you never knew you could check out, and services made for real life. Library cards are free for everyone, so stop in with your ID and proof of address to start your own new chapter!

Visit the branch near you:



Central Resource Library
9875 W. 87th St.,
Overland Park, KS66212


To our new neighbor

<<First Name>> <<Last Name>>
<<Address 1>>
<<Address 2>>
<<City>>, <<State>> <<ZIP>>

THE KANSAS CITY STAR.
NEWS CHIEFS RESTAURANTS ENTERTAINMENT OPINION OBITUARIES FINANCE KC FAVORITES SHOPPING BETTING

No-judgment zone: At Johnson County libraries, kids can read aloud to furry audiences

BY BETH LIPOFF SPECIAL TO THE STAR
FEBRUARY 21, 2024 5:00 AM



Volunteer Fran Lancaster and her poodle Otto Francis listen as Leawood resident Wes Monahan, 7, reads them a story. BETH LIPOFF Special to The Star

When you're learning to read, doing so out loud can be intimidating. The Johnson County Library's Read to a Dog program helps ease those fears.

Kids get the opportunity to read to a therapy dog (or sometimes a cat) through the

KANSAS CITY MOM COLLECTIVE.

In + Around KC Kansas City Guides

Best Johnson County Libraries for Indoor Play

By Julia Willhite - March 18, 2024

Facebook Twitter Pinterest +



This post is sponsored by the Johnson County Library.

Welcome to
JOHNSON COUNTY LIBRARY

We ensure access to information for people of all ages, abilities and means and we protect your freedom to read and view library resources. Please help keep your Library a welcoming and safe place for everyone by following these guidelines.

Be considerate

of those around you - no disruptive behavior.

Follow local, state and federal laws in Library spaces.

keep comments polite

RESPECT OTHERS' SPACE

keep your things with you at all times

keep alert and aware

keep walkways clear

Service animals only

Visitors who do not follow these guidelines may be asked to leave for the day or have Library privileges suspended.



View our full guidelines at jocolibrary.org without policies or scan the QR code.

COMMUNITY
We ensure everyone in our community is represented and welcomed.

CONVENIENCE
We make it easy for our community to incorporate Library services into their lives.

EDUCATION
We connect our community to resources that foster curiosity and lifelong learning.

OPERATIONS
We apply resources in ways that support our community's needs.

COMMUNICATION
We foster our community's relationship with the Library.

24-28
STRATEGIC PLAN

JOHNSON COUNTY LIBRARY

OUR MISSION
Johnson County Library provides access to ideas, information, experiences and materials that support and enrich people's lives.

Library Speakers
CONSORTIUM

JOHNSON COUNTY POST



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The ResourceInsideJoCoJoCo LibraryOracleEmailPassword UnlockStrategic Plan

The Resource

ProceduresProjectsPoliciesForms and DocumentsDepartments

News



The Open Book

May 2024 Open Book Preview

SORT II: Program Services...

SORT II: Department Managers...

Order your 2024 Summer Reading T-Shirt

Beyond SORT: Systemwide Organizationa...

Quick Links

Alerts & Closures

Anonymous Feedback

CK-Helpdesk

Incident Reports

Recurring Meetings

Reserve IT Equipment

Supply Requests

Suspended Patrons

Staff Directory


Toolkits

Patron Services

Security & Safety


SORT II

Features



Memory Lab's First Year Surpassed All Expectations
The Johnson County Genealogical Society's Memory Lab at Central Resource Library has...

7 days ago



Down the Rabbit hOle
One Saturday afternoon in April, three JCL librarians (Heather Miller, Kristen Reese and Chri...

April 25

Mark Your Calendar

MAY 21

VIBE Learning Lab: Gender Identity 101

Tue, May 21, 11:30 AM

MAY 26-27

Libraries Closed


Sun, May 26, All day

MAY 31


Feed the Need Spring Into Summer Golf Tournament

Fri, May 31, All day


Department Updates




POIS
SORT II: Program Services Specialists Selected
5 days ago




Library Learning Portal
May 2024 - Learning & Development Digest
6 days ago



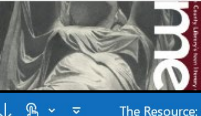
POIS
Book Distribution T-Ref Instructions
April 26



Customer Experience
CX Tidbits: Website and Org Chart Changes
April 25



Materials Handling
eResources Integration
April 24



POIS
CX Tidbits: Final Merriam Videos, Summer ...
Housing First Training Event
Human Resources
Staff Changes March/April 2024
Materials Handling
eResources Update: Libby Updates

Recently Updated Procedures

Title
Adding a Brief Title.docx
FMLA Guidelines.docx
Contract Workflow Procedure.pdf
Refunds - Cash Drawers.docx

The Resource: CliffsNotes Edition (May 6 to May 10) - Message (HTML)

FileMessageHelpAcrobatTell me what you want to do

DeleteArchive

ReplyReply AllForward

Share to TeamsQuick StepsMoveTagsEditingImmersiveTranslateZoomPhish Alert Report

The Resource: CliffsNotes Edition (May 6 to May 10)


JCL-Communications

To

Tue 5/14/2024 8:10 AM

The Resource: CliffsNotes Edition (May 6 to May 10)

Here's the recent Library news you may have missed.

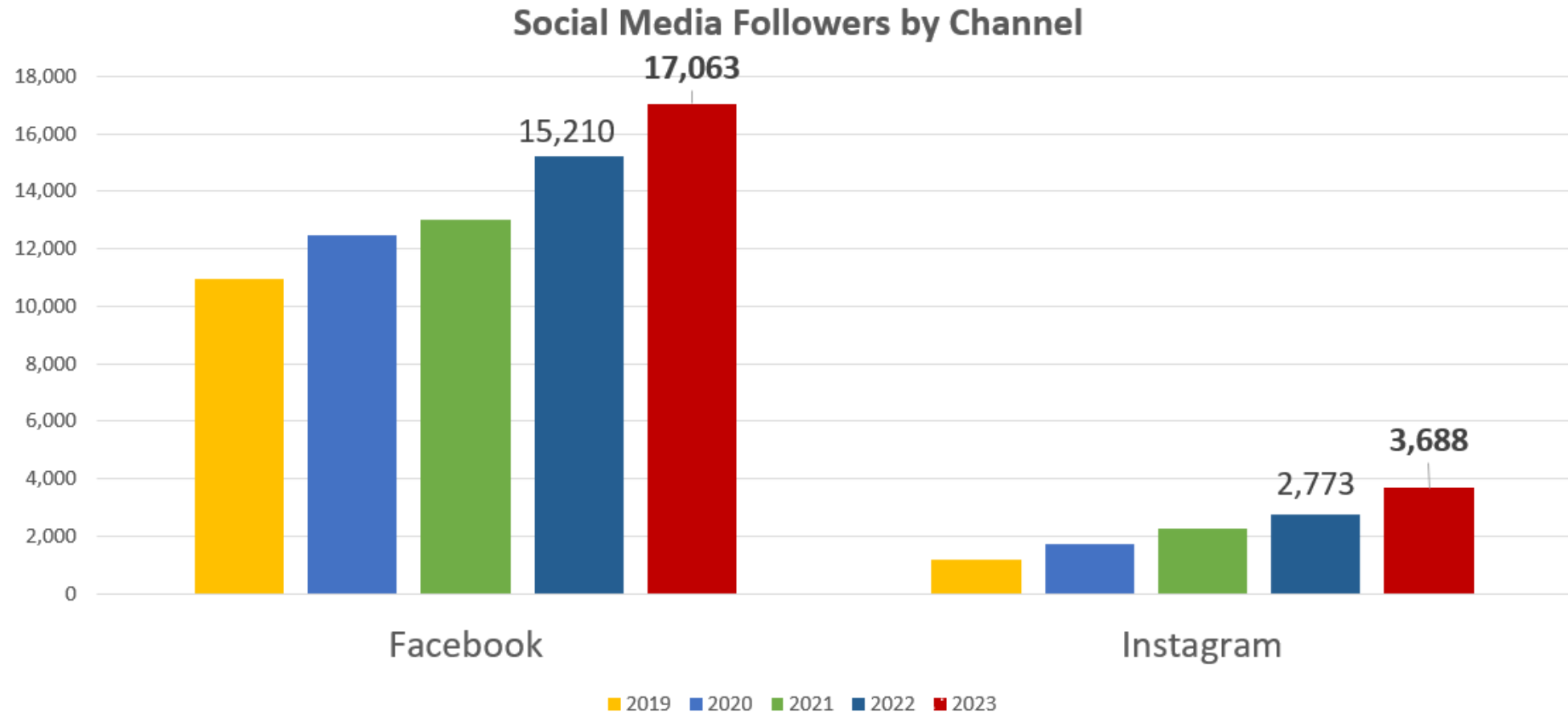


[CRP: Shawnee Reopening Date, FAQ & Progress Photos](#)

As announced in yesterday's Board meeting, the Shawnee Library will reopen on Tuesday, May 28 . Shawnee patrons will receive an email notification of the reopening date on Tuesday, May 14 . The Shawnee CRP FAQ has been updated with information about...

Sammis, Courtney, JCL

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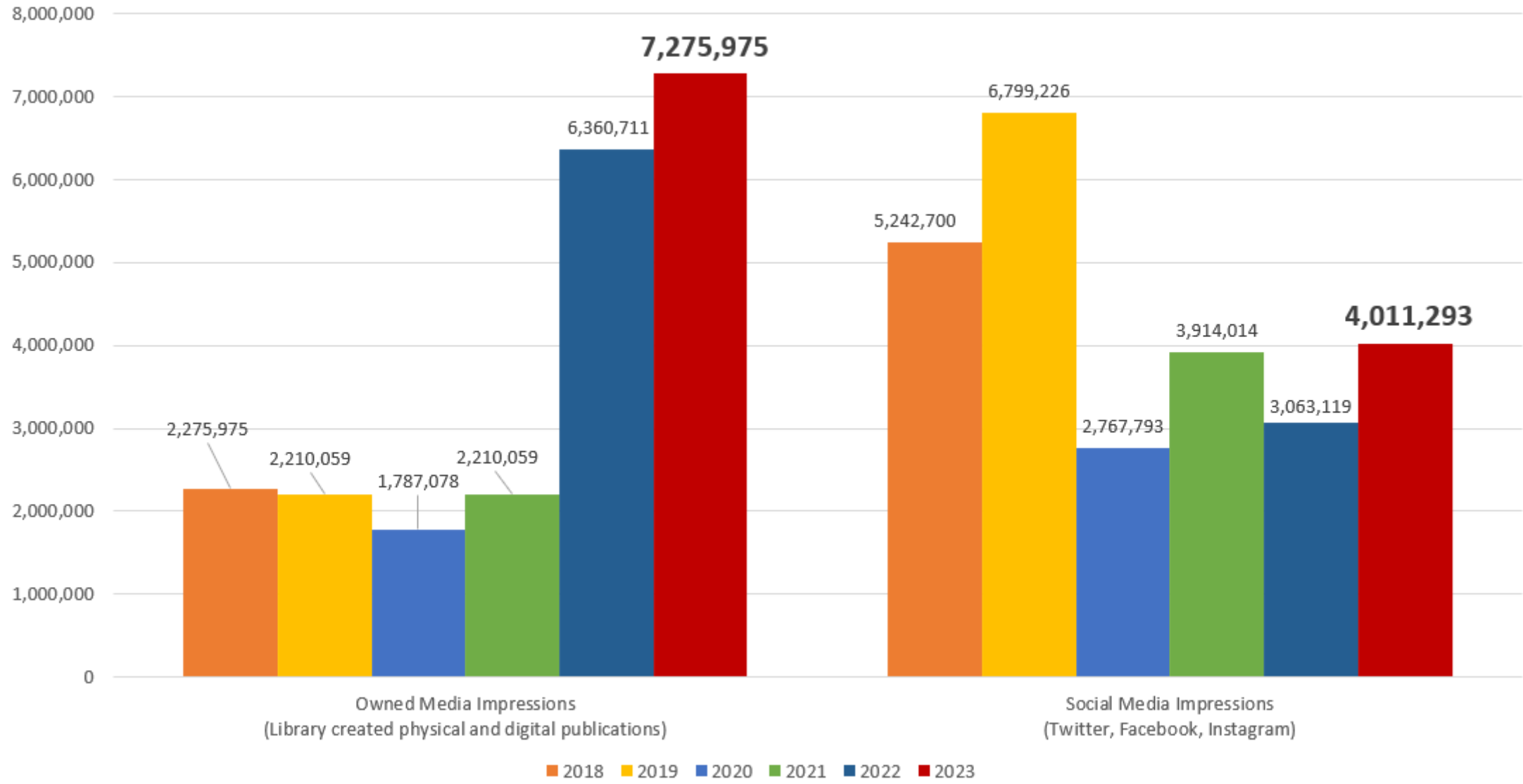


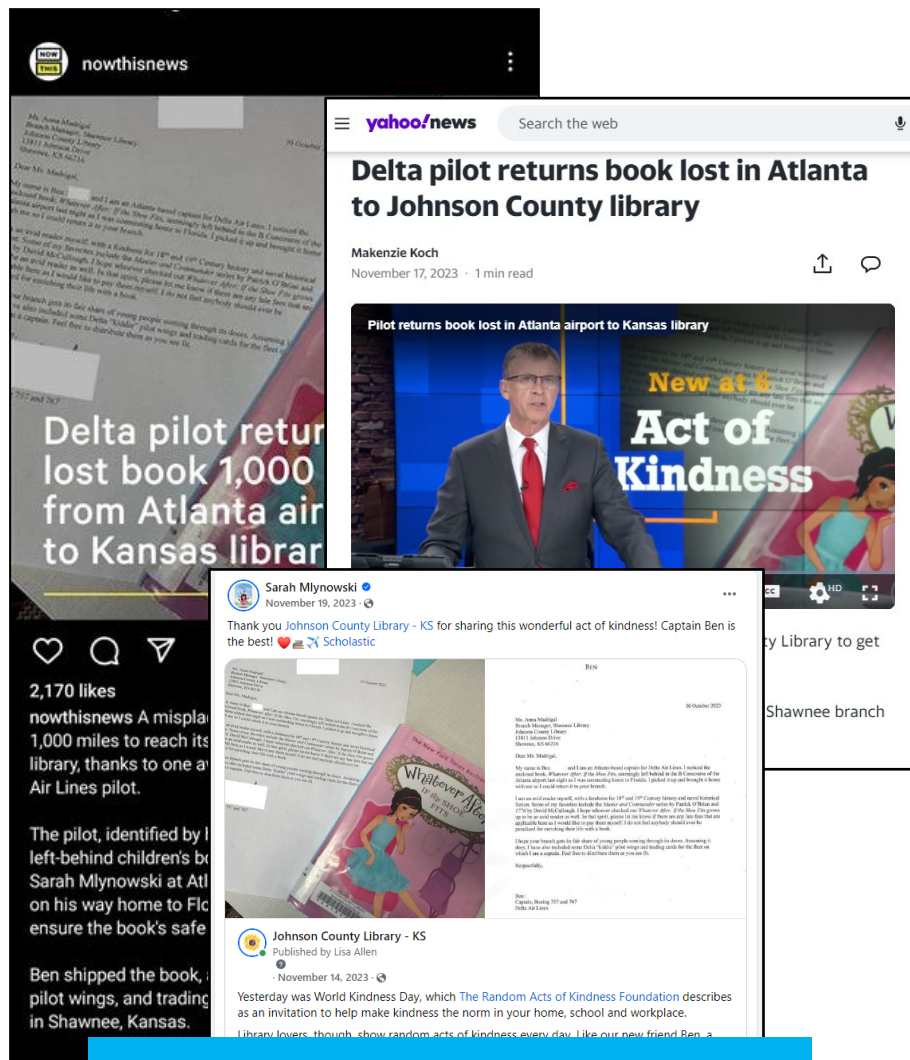
YouTube: 1,132

LinkedIn: 1,400



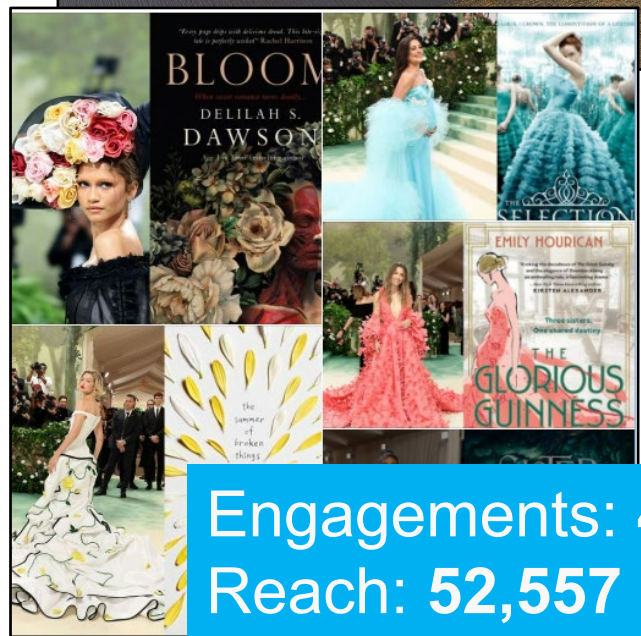
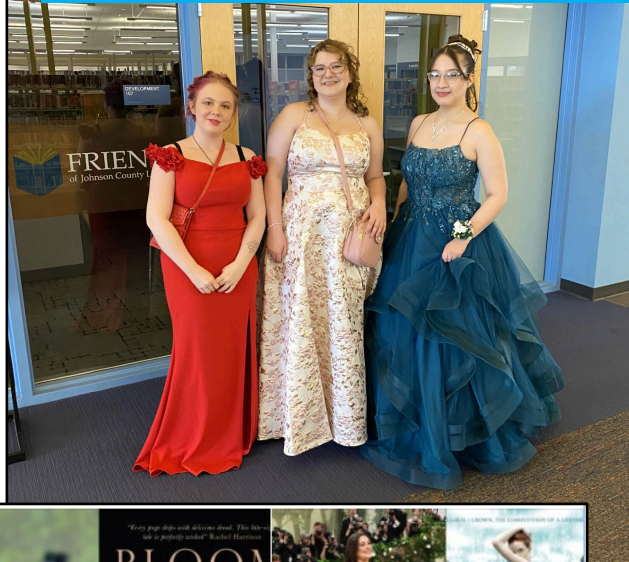
Impressions



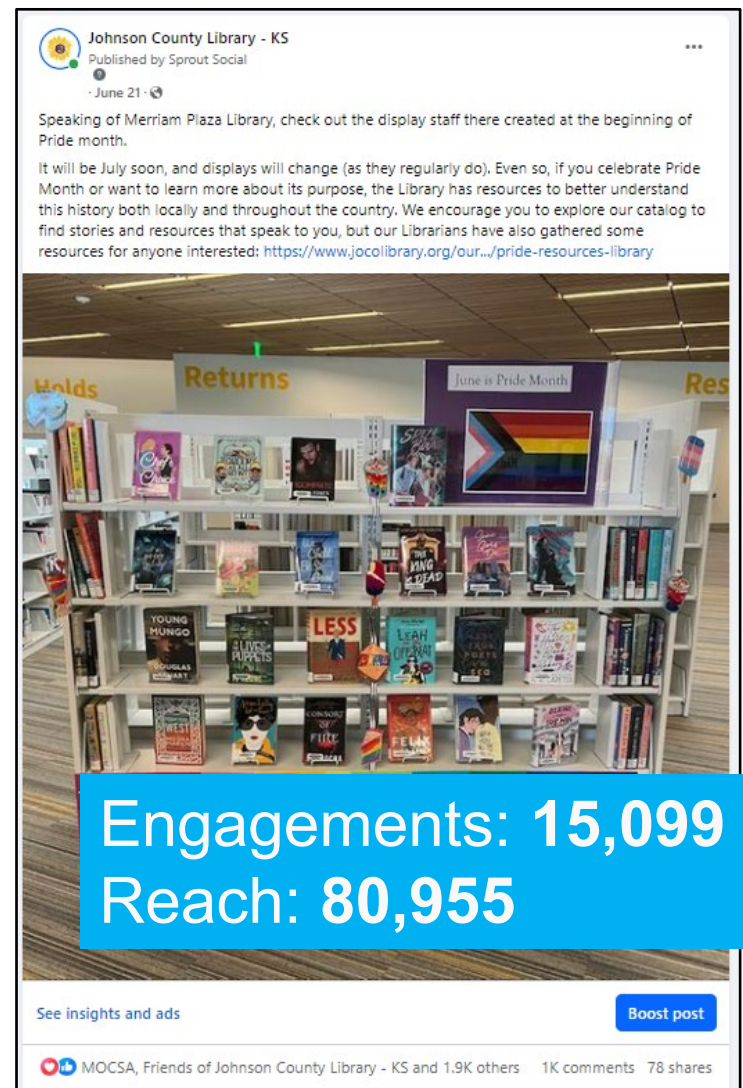


Our post:
Engagements: 1,967
Reach: 31,813
Total Reach: ???

Engagements: 3,118
Reach: 144,489



Engagements: 4,096
Reach: 52,557



Subscribers: **191,189 (+8%)**
Avg Open Rate: **47.3% (+7%)**
Avg Click-thru Rate: **2.4% (+60%)**



The Library is marking a milestone this year for what seems to have become a rarity these days — the opportunity for civil political discourse.

The Saturday morning Legislative Coffee series is in its 10th year of bringing together Johnson County's state lawmakers and their constituents for coffee,

Subscribers: **1,692 (+9%)**
Avg Open Rate: **49.5% (+0.2%)**
Avg Click-thru Rate: **5.8% (-57.4%)**



Welcome to the Johnson County Library Kids and Family Summer Reading Newsletter! You can expect to receive three of these special edition newsletters during Summer Reading time (June 1-July 29) in addition to your regular monthly Kids and Family newsletter. They will keep you up to date on a sampling of our fun family events and activities, as well as provide some bonus book recommendations. The Summer Reading theme is "Adventure Begins at Your Library."

Did you know?

The Adventure Continues: Summer Reading Passport



Johnson County Library Passports are available to patrons who want to explore fun activities and find adventure with our community partner organizations like the Shawnee Town Museum, The Rabbit Hole, the Museum of Toys and Miniatures, and more!



Avg Open Rate: **66.9%**
Avg Click-thru Rate: **9.6%**



So you have your Johnson County Library card, but do you know what it offers you?



Engaging Programs

From storytimes and seminars, to our event learning to a new level. We offer hundreds of programs for children and adults.

Visit our [Events](#) page or pick up our Library card to have to offer, then join us at one of our programs [Library OnDemand](#).

A Home Away from Home

We are proud to be a "third space." Our welcoming environment away from home or work is here for you, whether you're looking for a quiet space to study or open areas for gathering and socialization. Drop in to find a comfy chair, or [view and reserve](#) a room that fits your needs.



Congratulations! You've had your Johnson County Library card for three months!


...with your Library.



JOHNSON COUNTY LIBRARY

Welcome to Johnson County Library!

With your new card, you now have access to unlimited possibilities.



We know convenience is important to you – that's why we have 14 locations across the county, live and on-demand programming and an eLibrary that never closes. And in case you missed it, **we've eliminated overdue fines!**

Our staff is here to help you with research, recommendations and guidance with our onsite and online experiences.

Get Connected

Take these steps below to stay connected with your Library and get the most from your card.

1. **Set up your online account.** Your Library account allows you to place materials on hold, renew items you've checked out, update your personal information and much more.
2. **Subscribe to our monthly eNewsletters.** Stay up to date with the Library and get specialized recommendations delivered right to your inbox.
3. Follow @jocolibrary on [Facebook](#), [Twitter](#), and [Instagram](#) to stay connected to your Library community.
4. **Check out our blog on [jocolibrary.org](#).** Find the latest Library news, staff recommendations, featured artists, upcoming events and more.




Don't forget to download the mobile app from the app store!

JOHNSON COUNTY LIBRARY

Continue the Conversation

Follow us on social media so you don't miss fun events, photos and thematic reads. Had a big book haul or discovered a new favorite reading spot? We love seeing your Library photos too! Tag jocolibrary on [Facebook](#), [Twitter](#) or [Instagram](#) and we may share it from our accounts.

Yay! Your hold is ready for pickup Inbox x

 **sirsi@catalog3.jocolibrary.org**
to me ▼

Tuesday, July 23, 2024

ELISSA STOOKER ANDRE

PRAIRIE VILLAGE, KS
66208-4371

Dear ELISSA ANDRE,
Your requested item is now available for pick up at:

Central Resource Library
9875 W 87th St
Overland Park, KS 66212

Your item will be held for seven days from the date of this notice.

If you no longer want this item, please log in to your Library account and cancel your hold.

Visit [jocolibrary.org/locations](#) for hours of operation.


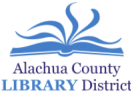
We look forward to seeing you soon!

1 Mario vs Donkey Kong [Switch video game] / Nintendo.
Nintendo of America Inc.,
call number: SWITCH Mario
Pickup by: 7/30/2024
hold pickup library: Central Resource Library
copy: 20

Current

Future State

Can't see this email? [Click here](#) to view this message in browser window.




Your items are READY!

Your Holds are Ready.

Please pick up your items within 7 days.

Items available for Sofia Eury

Author: Areli Yossy Author
Title: Sweeter off the vine : fruit desserts for every season
Pickup At: Tower Road Branch Library
Pickup By: Monday, May 3




You can pick up your materials during any open hours or using outside services from 1-5 p.m. when this branch is open.

If you send someone else to pick up your materials, they must present your library card or this pickup notification.

[Current Library Hours](#)

Want to put something on hold or check your spot in line?


[View Your Account](#)



Tune in to the Library

Join the Library District's live virtual programs each week on Zoom and Facebook.

[How to Watch](#)




3,000 NEW MAGAZINES!

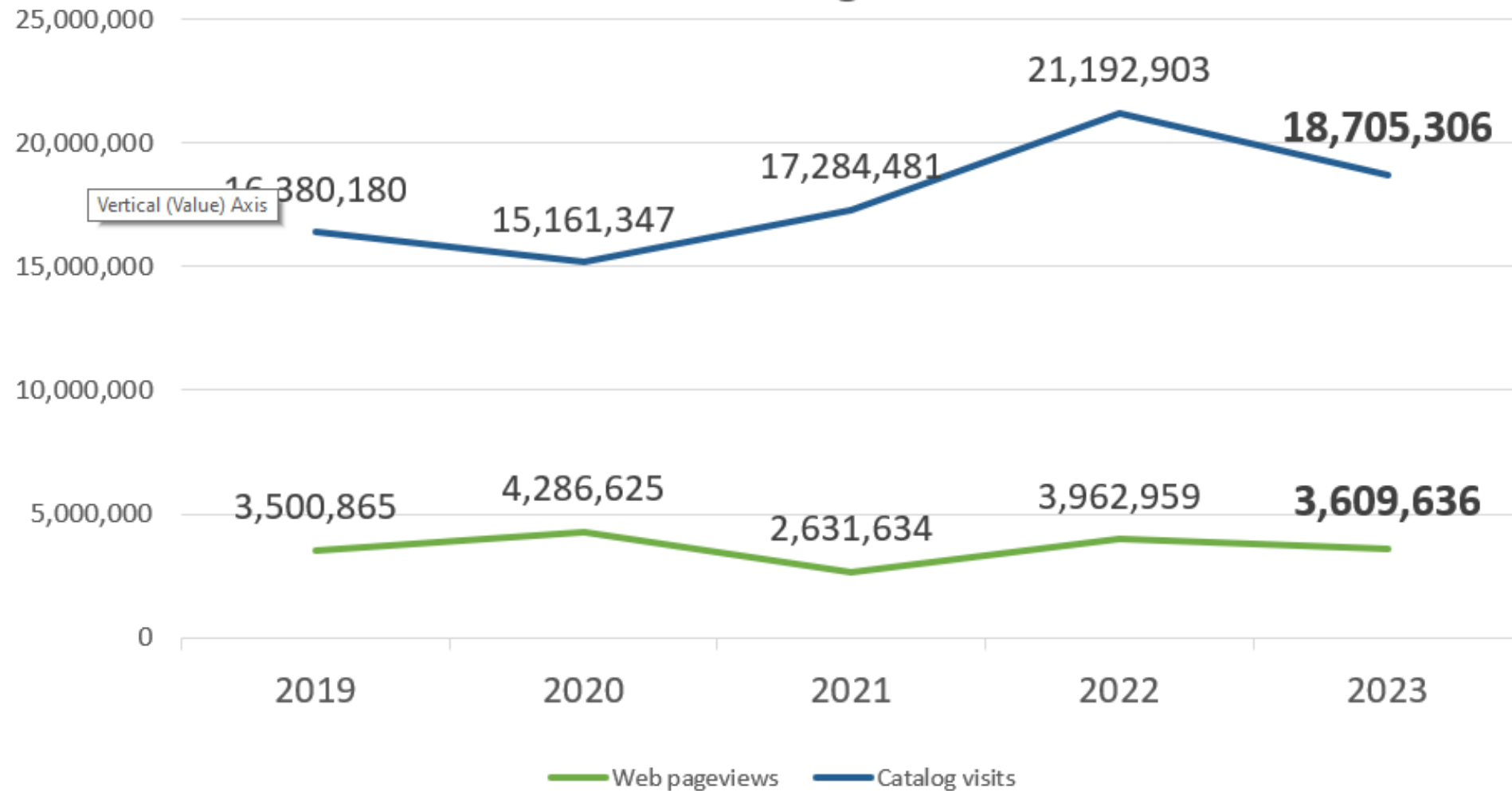
Check out thousands of magazines on your phone or tablet with no waits and no due dates

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Web + Catalog Visits





The Kansas City Star • March 2 •

Volunteers formed a quarter-mile human chain to pass the final 50 books from the closed Antioch Library to the new Merriam Plaza branch of the Johnson County Library.

KANSASCITY.COM

See volunteers line street to relay books from Antioch Library to new Merriam Plaza branch

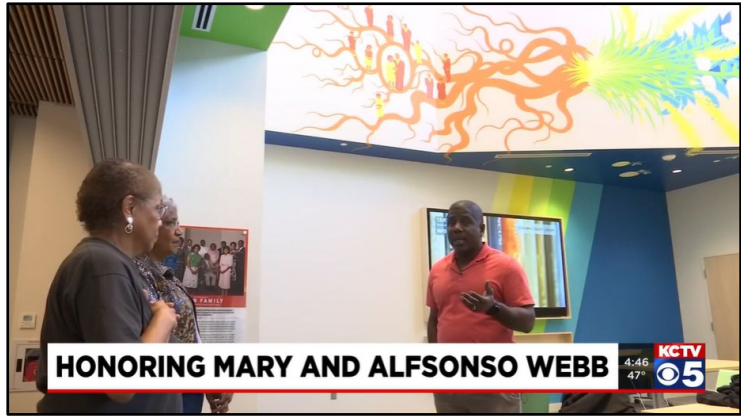
Cindy Frazer, Helen Hokanson and 2.5K others • 67 comments • 126 shares



COMMUNITY

Newest Johnson County Library branch opens in Merriam

by Grant Flanders
Posted: Mar 20, 2024 / 10:20 AM CDT
Updated: Mar 20, 2024 / 10:20 AM CDT



Merriam Plaza Library - Now Open! ▶ Play all

Merriam Plaza Library is now open! Co-located on the same campus as the Merriam Community Center, the new branch replaces the old Antioch Library and features the same great collection an...

<p>Discover Merriam Plaza Library!</p> <p>Johnson County Library 52 views • 2 months ago</p>	<p>The Understory: A Poem for Merriam Plaza</p> <p>Johnson County Library 40 views • 2 months ago</p>	<p>How to Build a Library: Merriam Plaza - Pack Up and Move In</p> <p>Johnson County Library 41 views • 3 months ago</p>	<p>How to Build a Library: Merriam Plaza - Pack Up and Move In</p> <p>Johnson County Library 60 views • 3 months ago</p>	<p>The Webb Family: Deeply Rooted in Merriam History</p> <p>Johnson County Library 643 views • 4 months ago</p>	<p>How to Build a Library: Merriam Plaza - Pack Up and Move In</p> <p>Johnson County Library 126 views • 4 months ago</p>
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Spring
2024
Guide

Johnson
County

LIBRARY

Summer
2024
Guide

Johnson
County

LIBRARY

ADVENTURE
— BEGINS AT —
YOUR LIBRARY

SUMMER READING

June 1-July 29, 2024

Your adventure begins at Johnson County Library this summer! Check out our **EVENTS** (and more!) listed in this Guide and stop by any Library location to pick up your **READING LOG** and a **FREE BOOK** starting June 3. You can also get a **PASSPORT TO ADVENTURE** and discover more adventures to try at the Library, at home and across the metro area this summer! *[Free books while supplies last. Downloadable reading logs and even more details can be found at jcclibrary.org/summerreading.]*

ADVENTURE BEGINS
Summer Reading Launch Party

Saturday, June 1 • 10 a.m.-2 p.m. @ Central Resource Library

Kids, families, teens and adults can launch their next adventure with a day of fun and discovery featuring local presenters, activities and community groups.

10 a.m.

Author and award-winning musician **Mr. Stinky Feet** kicks us off with a rockin' high-energy, interactive musical adventure for the whole family.

11 a.m.-2 p.m.

● Discover your next adventure at our second annual **Community Connections Fair**. Explore, learn and connect with local groups. Wherever adventure takes you, you'll find a community group to help you head.

● Head outside for a **wildlife adventure** with a guide who will teach you to use binoculars, spot birds and identify them. Presented in partnership with Audubon of Kansas, Johnson County Master Naturalists and Burroughs Audubon Society of Greater Kansas City.

● Explore neighboring planets, moons and beyond on a **solar system soljourn** in the Ad-Kids inflatable planetarium. Shows every half hour from noon to 2 p.m.

jcclibrary.org/summerreading

KIDS & FAMILY

Catholic Charities Kids Summer Food Program
Monday-Friday, May 28-Aug. 4 • 11 a.m.-Noon
@ Central Resource Library
All children up to 18 years of age can receive a free nutritious meal at the library. Catholic Charities operates the Kids Summer Food Program in partnership with the U.S. Dept. of Agriculture (USDA) and the Kansas Dept. of Education. Please note the library will be closed June 29 and July 4 and the food program will not be available on those days.

Reading to a Rooster
Wednesday, June 5 • 31 • 10 a.m.-4:30 p.m.
Shawnee Town 3525 Museum
11501 W. 17th St., Shawnee, KS 66263
Kids can kick off their Summer Reading and practice their skills with the first book adventure - chicken! Drop in and visit our five featured friends at Shawnee Town 3525 Museum on Wednesday in June and July, where kids can pull up a chair and show off their reading skills to help entertain the Rooster. They absolutely love meeting children! Shawnee Town will even have a selection of farm-themed books to read. Special thanks to the Museum for co-hosting this weekly event.

Animal Movements with Temple Made Fitness
Tuesday, June 11 & 25; July 23 • 10-11 a.m.
Thursday, June 13-17 • 10-11 a.m. @ Shawnee Library
In this three-session program, the library transforms into a wild adventure to the animal kingdom. Kids will learn about movement, healthy eating and mindfulness while meeting Becca the Bear, Gigi the Giraffe and more. This interactive wellness experience is a program for preschool to elementary-aged kids. Signing up for the first program allows for participation at all three sessions.

Science Heroes: Adventures of the Lost Treasure
Tuesday, June 11 • 2 p.m. @ Central Resource Library
Wednesday, June 12 • 6 p.m. @ Lenexa Public Market
Thursday, July 11 • 2 p.m. @ Blue Valley Library
Thursday, July 18 • 11 a.m. @ Shawnee Library
Join us on a treasure-hunting adventure deep within the jungle! The audience helps the performer act out the tale, as Takeru uses the events in the story to explore several exciting science concepts: air pressure, energy transfer, physical vs. chemical changes, and more. Volunteers help conduct each experiment and the whole audience gets involved in changing variables, making predictions and comparing results. There will even be some experiments brought into the crowd for all to see.

The Toy Museum Art of the Imagination
Summer Drop-In
Wednesday, June 12 & 19 • 1-4 p.m.
The National Museum of Toys and Miniatures
3235 Oak St., Kansas City, MO 64112
Visit the Toy Museum and show your Library card to attend their free MakerSpace program. Create objects inspired by the Toy Museum's collection of historically significant toys and fine-scale miniatures. Experiences will include opportunities to make shabon bathhouses, upcycled cars and superheroes, puppets and puppet theaters, miniature food and more.

MakerSpace Presents: Maker Adventures
Monday, June 17 • 1-3 p.m. @ Monticello Library
Monday, June 24 • 1-3 p.m. @ Carlin Library
Monday, July 8 • 1-3 p.m. @ Central Resource Library
Monday, July 15 • 1-3 p.m. @ Gardner Library
Five those STEAM models, learn new maker skills and have fun with this project presented by the Library's Book & Health MakerSpace team. Supplies will be provided for participants to take home a finished project. This drop in program is open to all ages while supplies last. Due to space capacity limits, you may have to wait in line. Participants will complete the same project each week, so join us the location and date that works for you.

Read to a Dog with Pets for Hire
Monday, June 17 • 2-3:30 p.m. @ Gardner Library
Thursday, June 20 & July 25 • 3:30-5 p.m.
@ Blue Valley Library
Saturday, June 22 • 10-11:30 a.m. @ Shawnee Library
Wednesday, June 26 • 4-5:30 p.m. @ Oak Park Library
Thursday, June 27 • 3-4:30 p.m. @ Merriam Plaza Library
Monday, July 1 • 3-4:30 p.m. @ Leawood Pioneer Library
The Reading Education Assistance Dogs (READ) program improves children's reading and communication skills by employing a powerful method: reading to a registered therapy dog or cat. These animals volunteer with their owners/handlers as a team. Please note: registration is required, kids will get a t-shirt at arrival and wait their turn to read to one of several animals.

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jcclibrary.org

LANGUAGE LEARNERS

Johnson County Library is committed to supporting learners of language. Programs for **English-language learners** will be offered virtually and in-person this fall, with registration beginning in August. To see a complete listing and to register, visit jcclibrary.org/events and check **"Español and ELL"** in the Event Type section.

IN-PERSON: ELL Conversation Class Interviews for 2024 Fall Session / 2024 Entrevistas para clases presenciales de conversación ELL para la sesión del otoño
Tuesday/martes, Aug. 12/13 de agosto • 6:30-7:45 p.m.
Online / en línea
Saturday/ sábado Aug. 10/ agosto 10 • 9:15-11 a.m.
Central Resource Library / Biblioteca central de recursos
Are you an English-language learner? ELL classes are available online. Beginning September 2024, basic level I, intermediate and advanced level classes will be offered in-person. With a limited number of students each class, registration will begin in mid-July. **Each student must be enrolled and have an online interview to be accepted.** There is only one (1) date to interview. The interviews, to determine proficiency, will take place on Aug. 10, 2024, at 9:15 a.m. in the Central Resource Library, Logan Conference Room. No children, please.

¿Eres un estudiante de inglés? Las clases de ELL están disponibles en línea. A partir de septiembre de 2024 se ofrecerán clases en línea de nivel básico I, Intermedio I e Intermedio II. Con un número limitado de estudiantes por clase, la inscripción comenzará a mediados de noviembre. **Cada estudiante debe estar matriculado y tener una entrevista en línea para ser aceptado.** Solo hay una (1) fecha para la entrevista. Las entrevistas, para determinar el nivel, se llevarán a cabo via Zoom el 13 de agosto a las 6:30 p.m.

Citizenship Civics
Tuesday, June 4 • July 30 • 9:30-11 a.m.
Wednesday, June 5 • July 31 • 6:30-7:45 p.m.
Online
Pass the U.S. naturalization interview and citizenship exam with help from the Library. The free online classes provide coursework focused on the English language, American History and civics knowledge. Assistance with the citizenship application (74000) is also available. Participants review citizenship study materials, practice listening and responding to citizenship interview questions, access online practice tests, and receive guidance throughout the application process. Registering for the first class date will be for the entire series.

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Consulte nuestro nuevo y mejorado sitio web en español / Check out our new and improved Spanish website: jcclibrary.org/español/

Explora Nuestra Colección / Explore the Collection
Permite que la colección sea tu guía. Libros, películas y música te están esperando.

Biblioteca Electrónica / eLibrary
Nuestra eLibrary ofrece de todo desde audiolibros hasta videos, incluyendo Libby, Kanopy y mucho más.

Buscar / Research
¿Qué quieres saber? Aprende más de negocios, profesiones, de la comunidad, de genealogía, ayuda con las tareas, finanzas personales y más.

Acceda a información, investigaciones y entretenimiento en español con su tarjeta de la biblioteca. Obtenga más información en jcclibrary.org/español/.

Get access to knowledge, research and entertainment in Spanish with your Library card! Get more info at jcclibrary.org/español/.

Aprende en / Learn:
● Read RE: Material de lectura para quienes se están formando en el dominio del idioma inglés. / Reading material for those developing English language proficiency.
● Rosetta Stone: Practice 30 idiomas diferentes, incluyendo el inglés. / Practice 30 different languages, including English.
● Lightbox: Cartas de libros interactivos que contienen lectura de no ficción para niños desde preescolar hasta 12th grado. / Hundreds of interactive nonfiction books for grades K-12.
● Juegos en / Play:
● Libby: Ejemplares actuales y anteriores de más de 200 de revistas electrónicas. / Current and back issues of more than 200 eMagazine titles.
● TumbleBooks: libros y juegos interactivos para niños desde preescolar hasta 6th grado. / Interactive books and games for grades pre-K-6.
● Kanopy: Películas y documentales con contenido adecuado para adultos. El contenido para niños lo encuentras en Kanopy Kids. / Films and documentaries for adults and kids content on Kanopy Kids.

Regístrate para programas en jcclibrary.org/events o llama al 913-826-4600 (en español 913-826-4648). Los detalles del programa están sujetos a cambios y es posible que se agreguen programas adicionales durante el verano.

Register for programs at jcclibrary.org/events or call 913-826-4600 (en español 913-826-4648). Program details are subject to change and additional programs may be added throughout the summer.

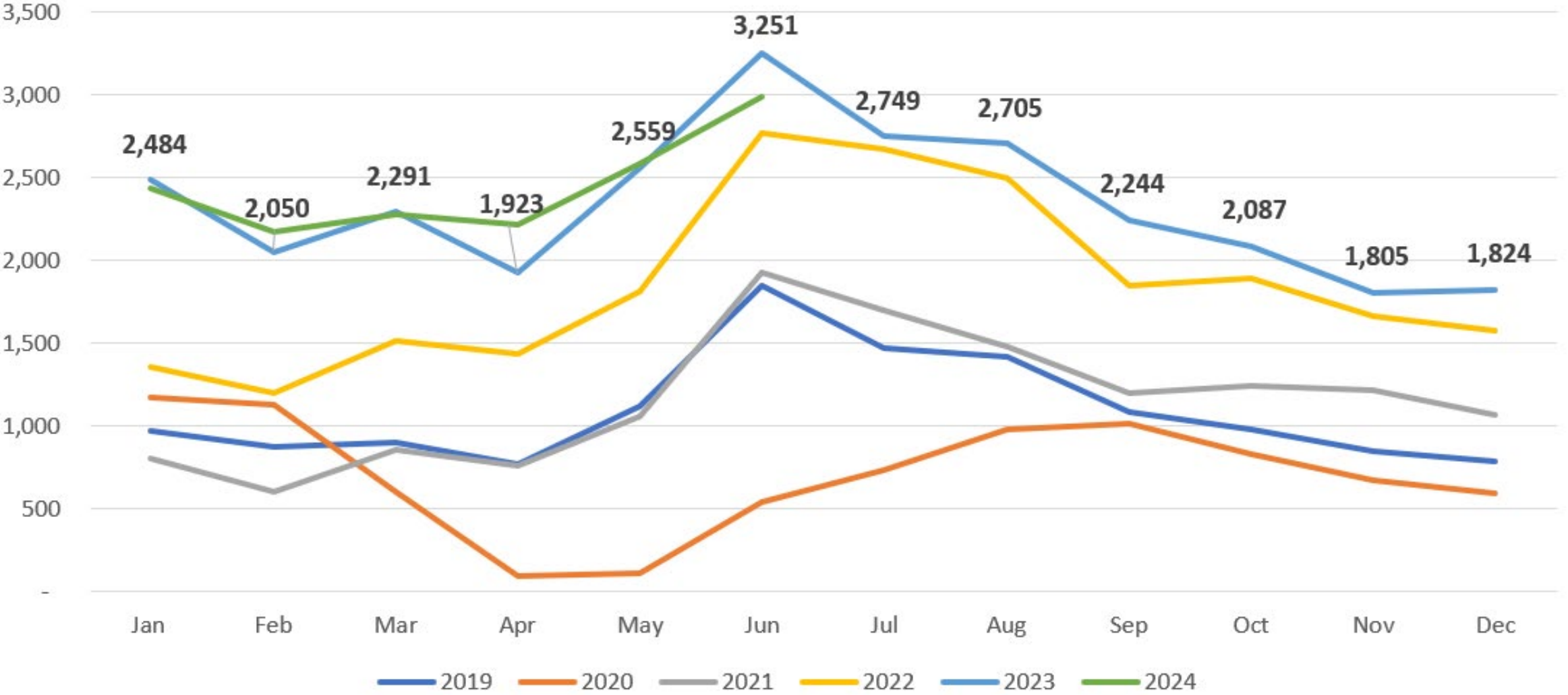
Fall
2024
Guide

Johnson
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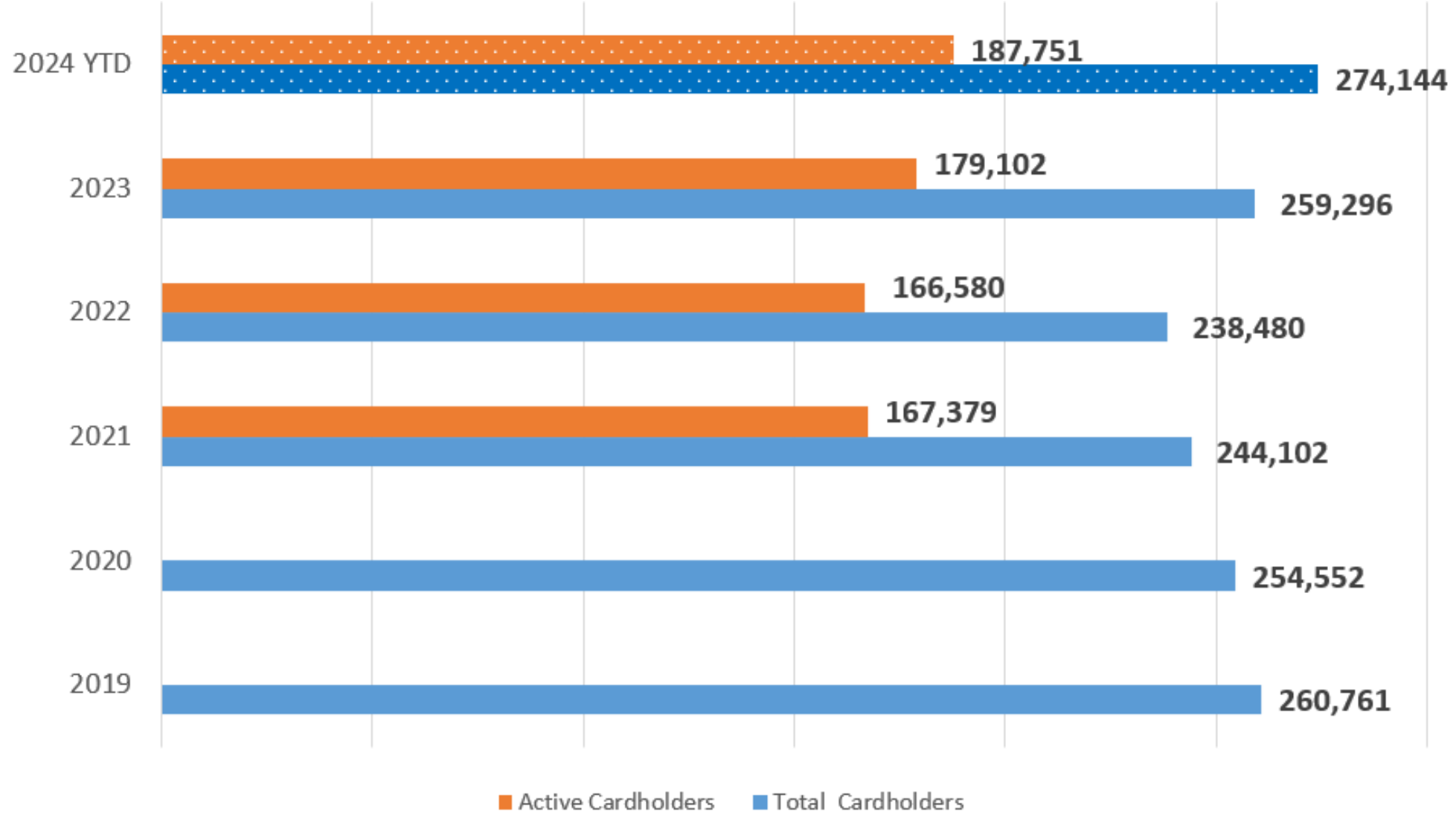
LIBRARY

2024 August Board Report
Page 23

New Card Applications



Total vs. Active Cardholders



Advertising Expenditure Metrics



On the radio



Online/email

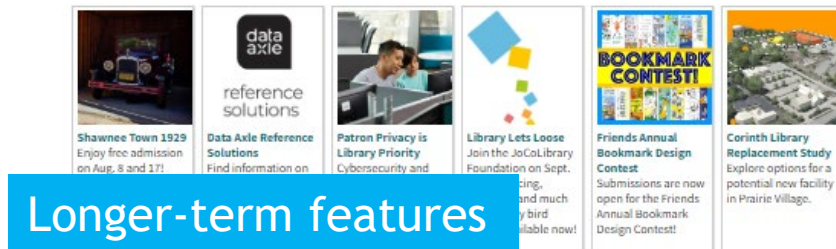
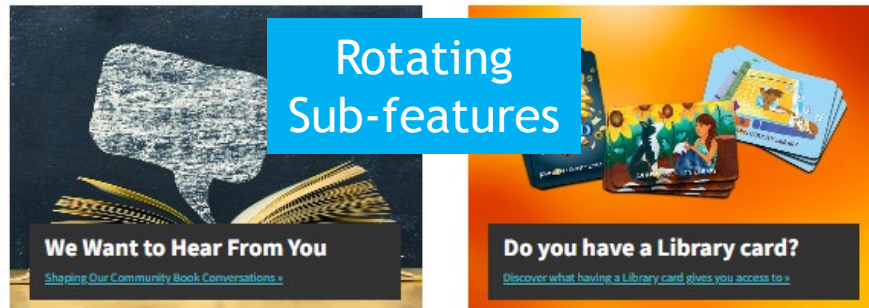


In print

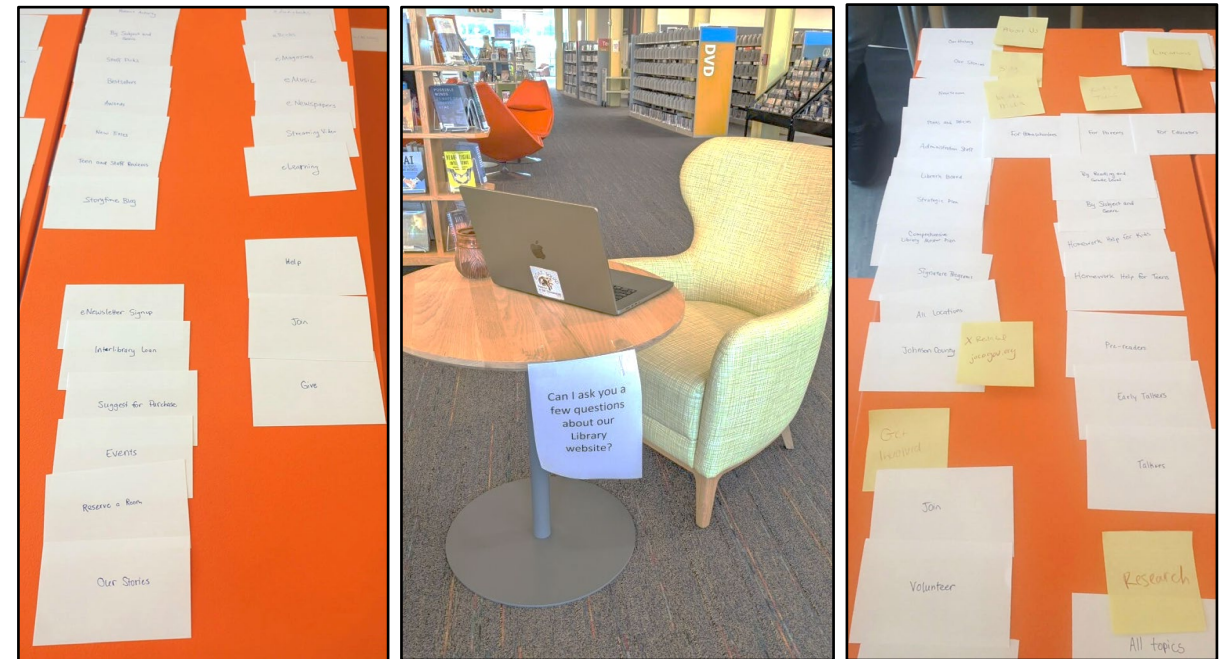


On screen





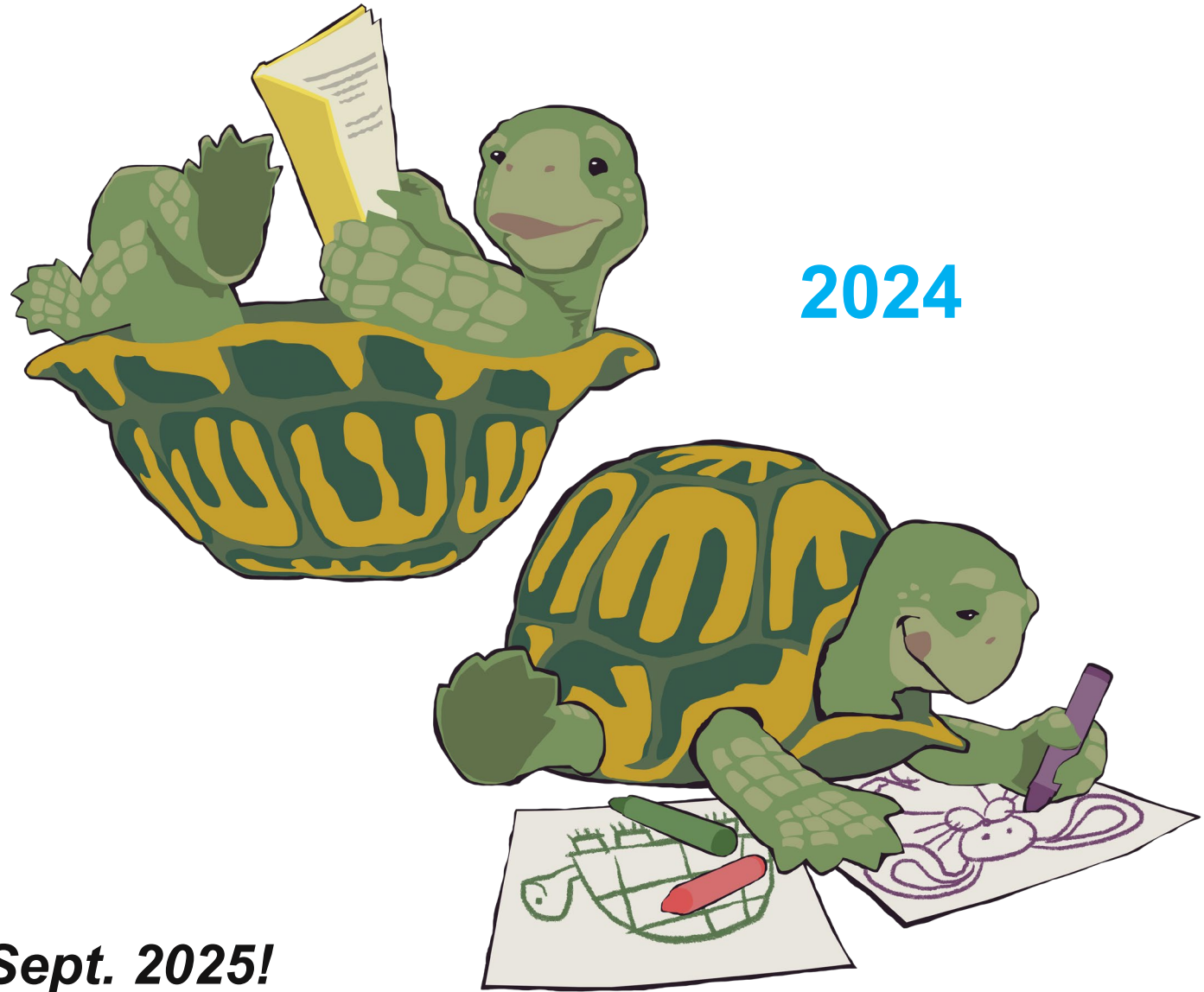
shelves-lists
library-hours
renew-items
makerspace
find-readalikes
events-calendar
enewspapers
use-databases
suggest-purchase
search-catalog
check-duedates
interlibrary-loan
reserve-room
browse-catalog
language-learning
consumer-reports
emagazines
contests
account-maintenance
find-tutoring
download-ebooks
directions
browse-site



2009



2024



Birthday celebrations through Sept. 2025!





Savor it here.
Solve it here.
See it here.
Study it here.
Save it here.
Start it here.
Schedule it here.
Select it here.
Speak it here.



Your Library card is your coupon to savings! Before you spend, save time and money researching expert opinions and advice with resources from Johnson County Library. Stop in or visit online today! jocolibrary.org

No purchase necessary. No expiration. No late fees. Valid at all 14 locations.

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Research it here.
Reboot it here.
Refresh it here.
Recharge it here.
Renew it here.
Reimagine it here.
Rehearse it here.

JOHNSON
COUNTY
LIBRARY



Plug in and recharge at your Johnson County Library. Find rejuvenating spaces to meet, relax and refresh at one of our convenient locations today! jocolibrary.org/locations

Upcoming:

- Community Matters
- Entertainment

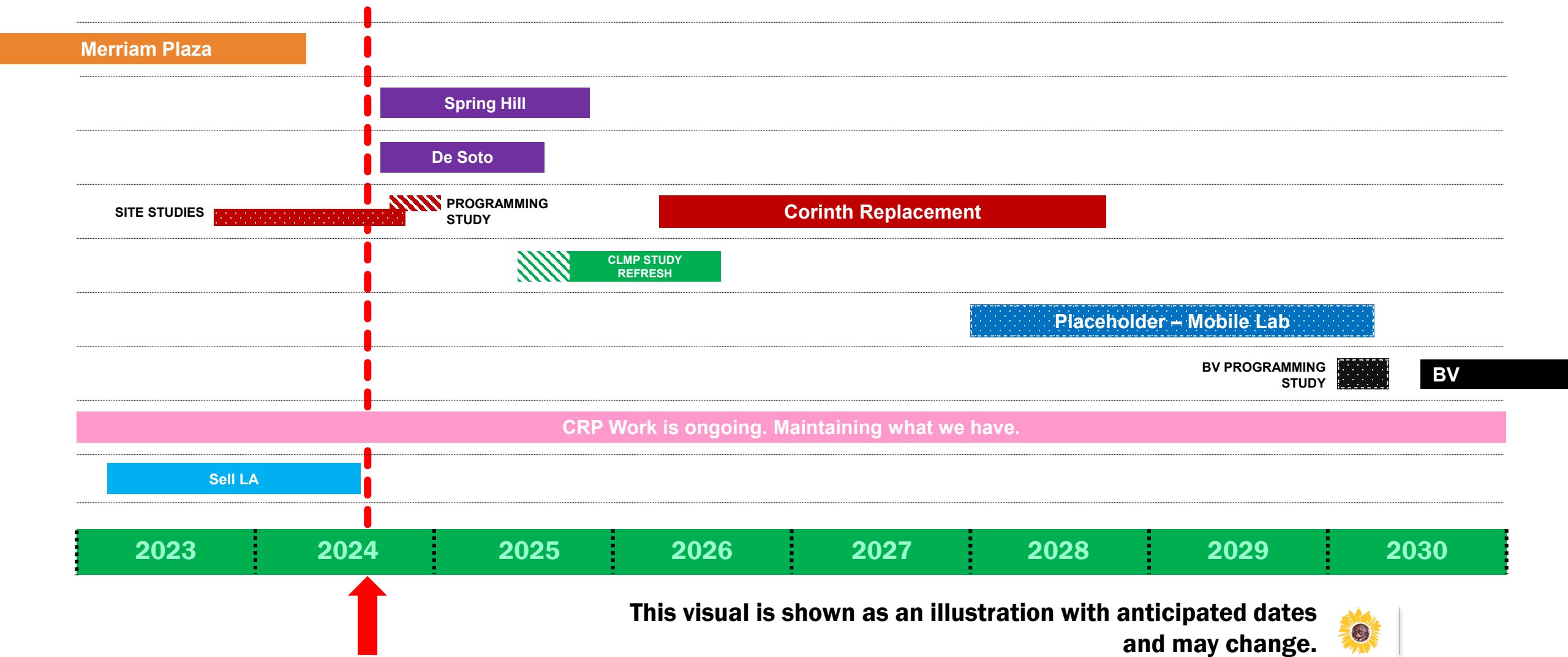


Capital Projects: Timeline Summary

August 2024



Capital Improvement Projects: Anticipated Timeline

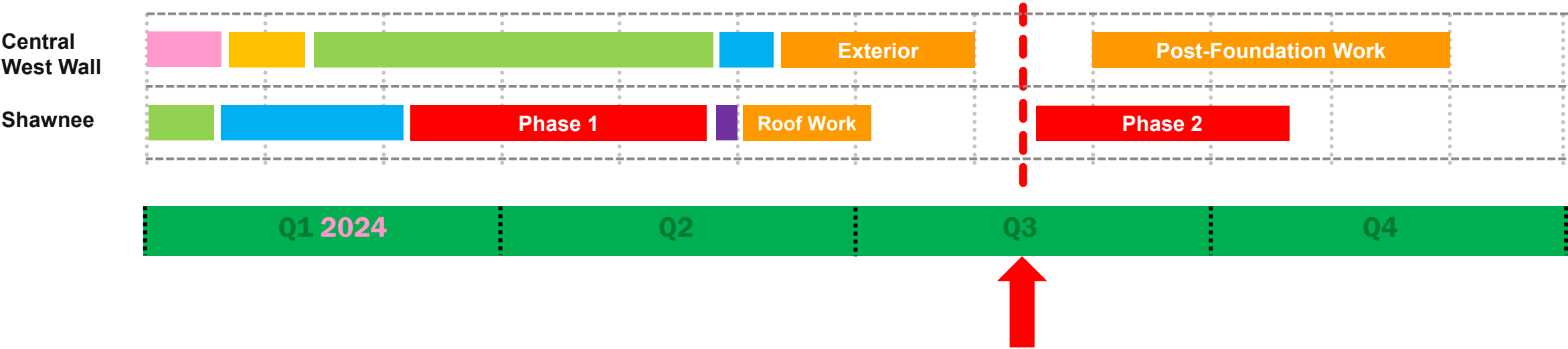


This visual is shown as an illustration with anticipated dates
and may change.



2024 CRP Anticipated Timeline

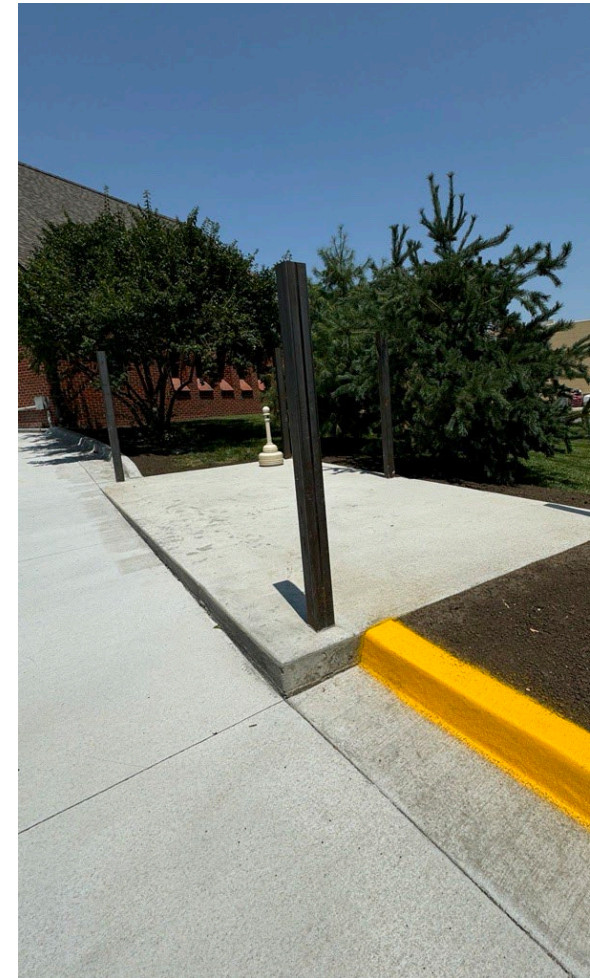
- Proposals / Design
- Bidding
- Contracts / Board Action
- Product / Material Submittals / Lead Time
- Building Closure
- FAC Activity / No Closure
- Substantial Completion / Move-in / Punch List Completion



This visual is shown as an illustration with anticipated dates and may change.



Cedar Roe Pavement Improvements



Election and Election Security

August 8, 2024



Elections at JCL

Early Voting Sites

- Monticello Library
- Central Resource Library
- Lenexa City Center Library
- Oak Park Library
- Shawnee Library

Election Day Polling Sites

- Blue Valley
- Cedar Roe Library
- Corinth Library

Ballot Boxes

- Blue Valley Library
- Central Resource Library
- De Soto Library
- Gardner Library
- Shawnee Library
- Spring Hill Library



Primary Candidate Forums

Johnson County Sheriff (Republican)

Johnson County Commissioner — District 6

Johnson County District Attorney (Republican)

Johnson County District Attorney (Democratic)

- Cosponsored with the Johnson County Post
- Opportunity to provide access to the candidates on the ballot for the August 6th Primary



Ballot Box Footage



Ballot Boxes at JCL

- In September of 2020, it was determined that a collaborative effort between the libraries, sheriff and election office would implement the placement of Johnson County Election Office ballot boxes at 6 libraries:
 - Blue Valley
 - Central Resource
 - De Soto
 - Gardner
 - Shawnee
 - Spring Hill

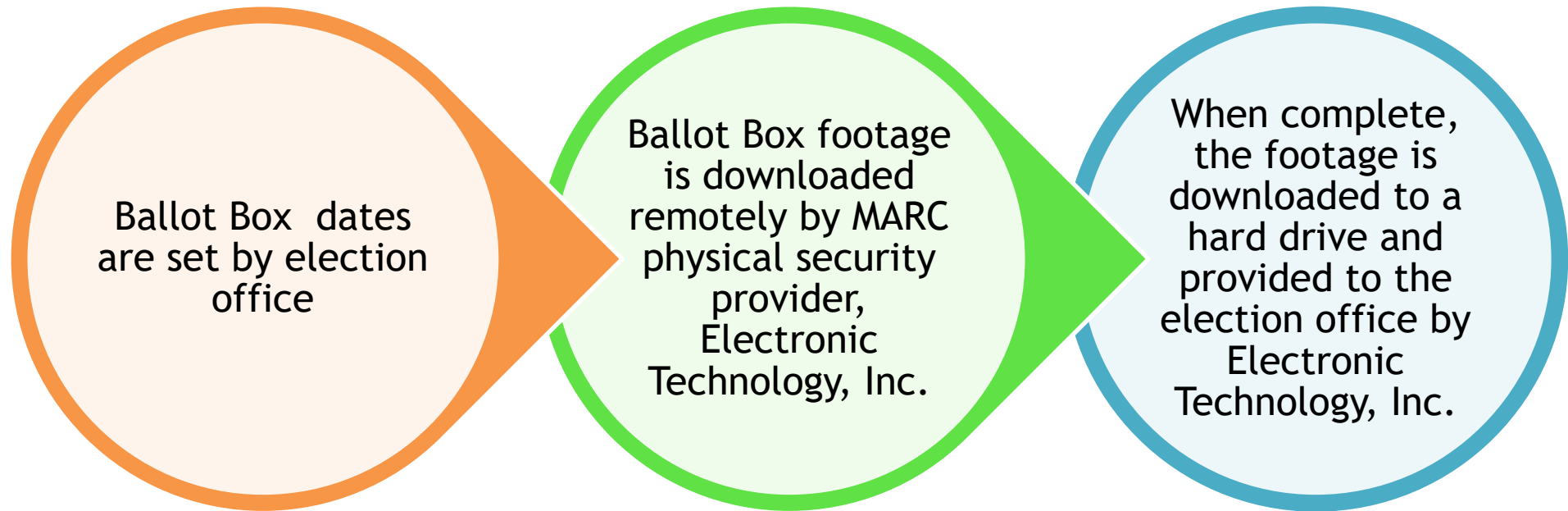


JCL/Elections/Sheriff MOU

- In 2024, an MOU was signed with Johnson County Election office which included locations of ballot boxes and parameters around election footage distribution.
- JCL provides security cameras aimed at the drop boxes.
- Written requests from Elections Office or Sheriff for security footage may be made to JCL via the Physical Security Specialist and Civic Engagement Librarian.



Footage Download & Transfer Process

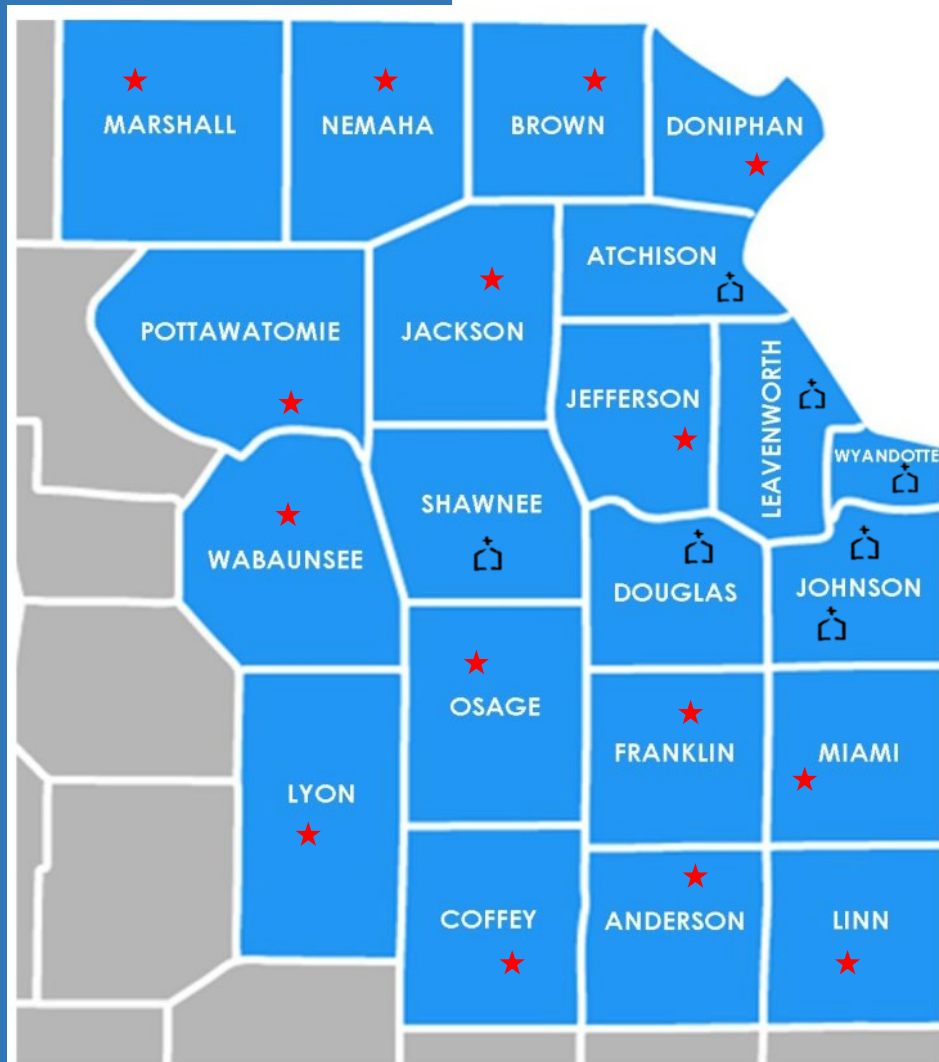






Our Mission

- As a faith-based organization, Catholic Charities of Northeast Kansas is inspired by God's love and compassion to provide unconditional love and necessary help to people of all faiths by stabilizing and strengthening individuals and families in need across the 21 counties of Northeast Kansas.
- Our goal with the Summer Food Service Program (SFSP) is to help break the cycle of poverty by strengthening State (KSDE) and federal (USDA) programs that give children the nutrition they need to learn, play and grow – when school is not in session. Additionally, the program helps build social connections in the community – increasing a child's chance for future success.



Program History + Where We Serve

2015 – 11 sites – 6,078 meals
 2016 – 19 sites – 10,624 meals
 2017 – 32 sites – 15,264 meals
 2018 – 31 sites – 16,100 meals
 2019 – 33 sites
 2020 – 24 sites – 54,198 meals
 2021 – 32 sites – 46,002 meals
 2022 – 27 sites – 48,524 meals
 2023 – 27 sites – 38,326 meals
 2024 – 19 sites – 20,151 meals (as of 7/19)

- Johnson
- Wyandotte
- Pottawatomie
- Wabaunsee
- Nemaha
- Osage
- Marshall





Program Eligibility

The SFSP uses federal funds to feed children during summer break. Those who are eligible are:

- Children and teens who are 18 years and younger
- Individuals who are 21 and under with mental or physical disabilities who participated in a school program.

There is no cost to kids/families and sign-ups are not required. Any child who attends may receive a meal and participate in any activities happening at the site.



Program History + Statistics for Johnson County Libraries

Kids Summer Food Program						
Total Number of Meals Served						
Antioch Library	2019	2020*	2021*	2022	2023	2024
Breakfast	735	2159	1647	155	333	This site was discontinued due to relocation of new library in Spring 2024.
Lunch		2204				
Central Resource Library	2019	2020*	2021*	2022	2023	2024 thru July 19th
Lunch	1140		1325	812	1688	1532
Total	1875	4363	2972	967	2021	1532

***Note:** In 2020 & 2021, sites were allowed to operate as a grab & go mobile distribution. Each week, every child received five meals and five milk. Additionally, Antioch Library served both breakfast and lunch in 2020, resulting in ten meals (five breakfast and five lunch) and ten milk, each week.





2024 Impact Story

This summer, we had a young boy come in quite frequently and usually by himself. The first few visits, he was shy and hardly said a word other than “thank you” for his lunch. As the weeks passed, he became more comfortable and now starts conversations and is excited to share his joy with us!

This program isn’t just about serving lunches, but also fostering connections, recognizing the dignity of every child, and making them feel seen, known and loved.

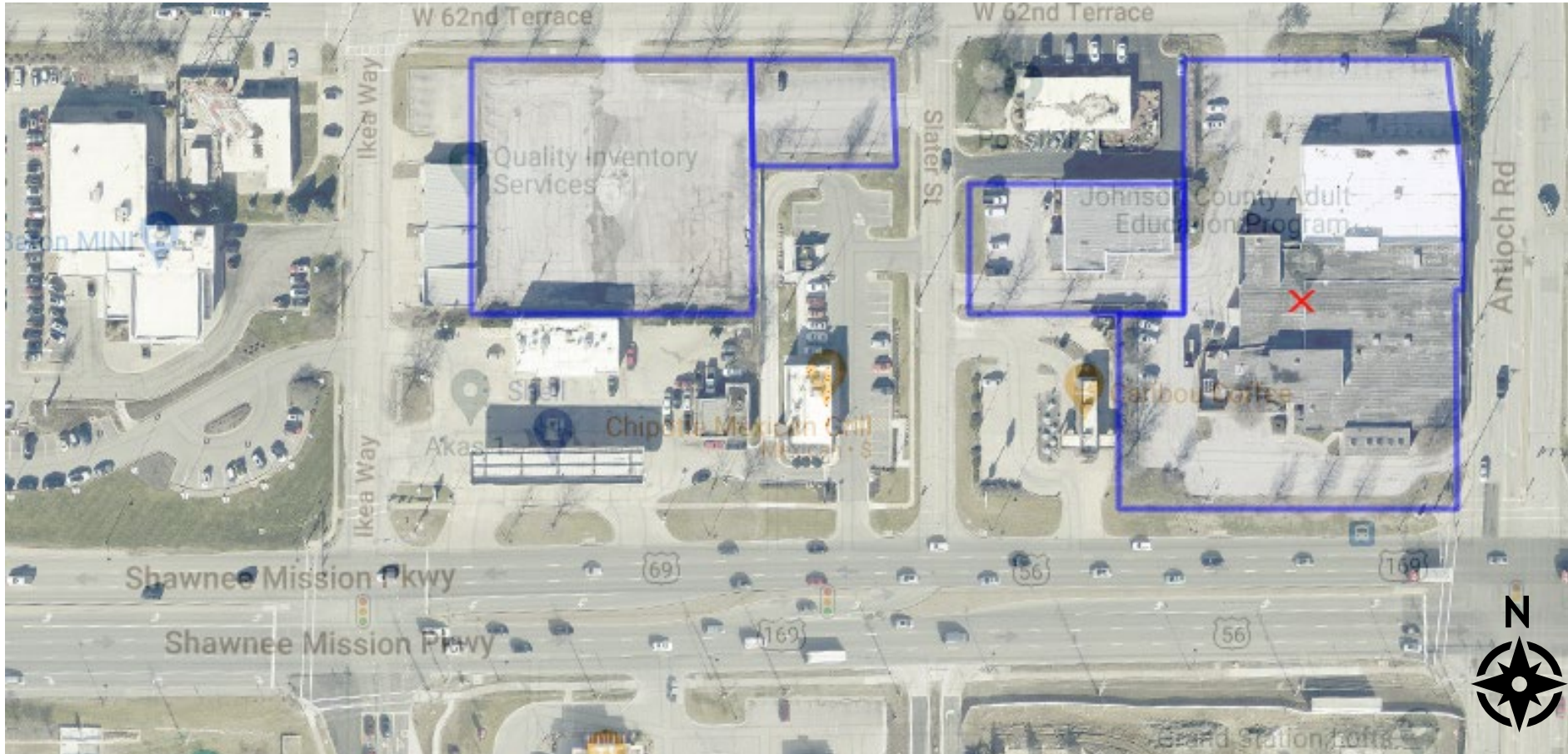


Prairie Village and Antioch Update

August 2024



Antioch Property: Information for Next Steps



More information to come in following months.



Antioch Property: Surrounding developments



Options for Antioch Property to consider:

- Dispose of Property Immediately
- Keep Antioch property and lease to another entity
- Include the Antioch property in the Comprehensive Library Master Plan Refresh to determine best next use

In coming months, the Board may hear presentations from other government, tax supported entities, that have proposals for the Antioch property.

Library Policy: Disposal And Transfer Of Library Real Property ARM 50-20-70



Questions regarding Antioch Property to consider:

- What assumptions about this process and property do you have that staff can help to clarify?

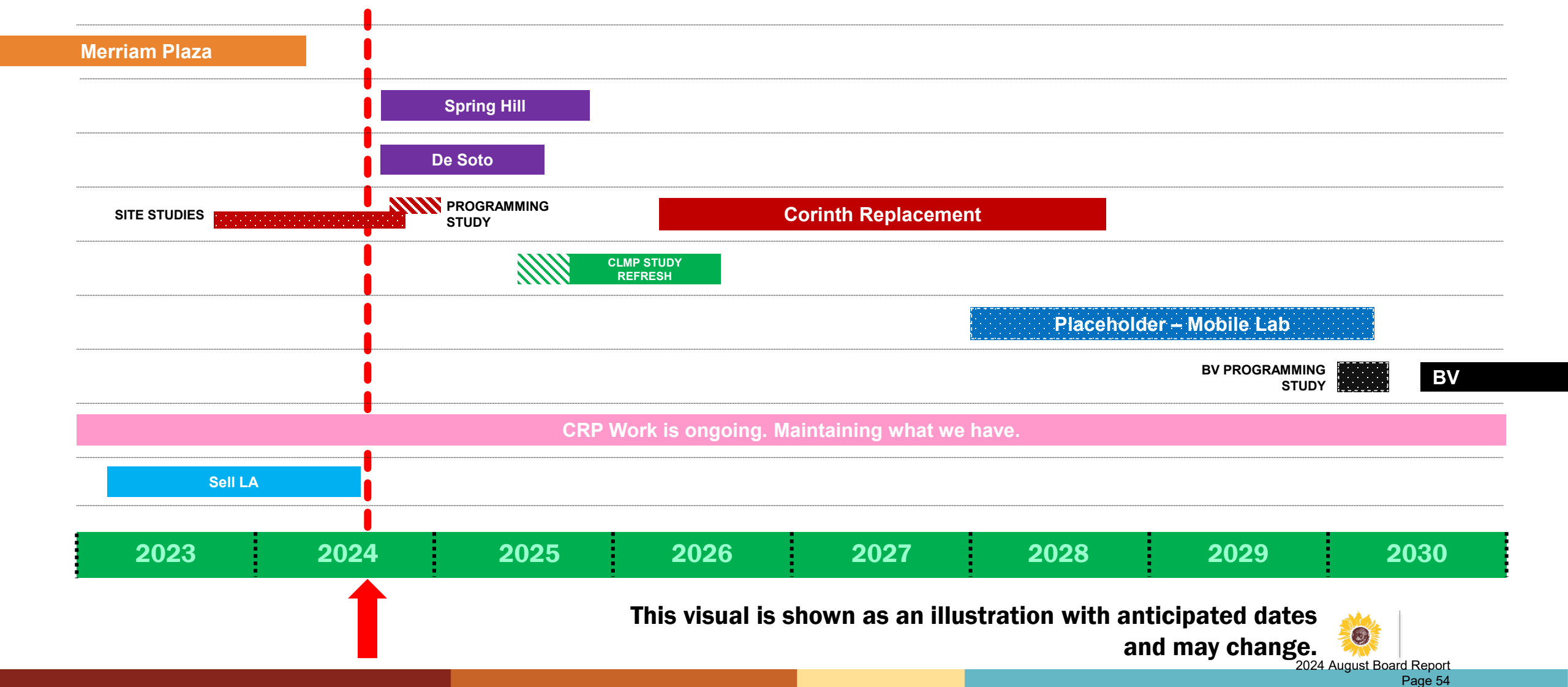
Example: All four parcels will be disposed in one sale.

- What legal questions or concerns do you have pertaining to property disposal?

Example: Is there a timeline in which the Library Board is compelled to dispose of property?



Capital Improvement Projects: Anticipated Timeline



ALA Conference Involvement

August 2024



American Library Association Annual Conference

- Founded in 1876, the American Library Association (ALA) is the oldest and largest professional association for libraries in the world.
- Each summer, the association hosts its annual conference which draws thousands of attendees and exhibitors from all over the world; this year total conference attendance was over 13,500
- This year, JCL sent 13 staff members, the Executive Director of the Friends of the Library, and the 2024 Friends of the Library Board President



Our Experiences

- 175 unique sessions
- Over 500 exhibitors and vendors
- Strong trends:
 - Intellectual Freedom**
 - Staff Engagement**
 - Buildings & Projects**
 - Diversity**
 - Innovation**



Value Added

- Inspiration & innovation
- Shared solutions to shared problems
- Engagement & networking
- Teambuilding & collaboration
- Represent JCL on a national level



Presentations

- Johnson County Library and Friends staff presented to share lessons learned and best practices
- *Team of Teams: A Collaborative Model for Workgroups*
 - Shannon Goebel, Jackie Manley, and Angel Tucker
- *Lead Your Friends Organization Through Transformation*
 - Shanta Dickerson



Professional Involvement



Core LEADERSHIP
INFRASTRUCTURE
FUTURES


LEARNING
ROUND TABLE



2025 American Library Association Annual Conference

Philadelphia, PA
June 26 – July 1, 2025



Fine Free: One Year Later

August 2024



Fine Free Project Overview

Project Goals

- Remove perceived and actual barriers to Library access
- Increase convenience for community members
- Reach lapsed cardholders and non-users

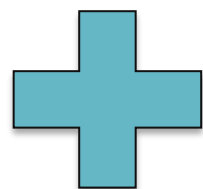


Fine Free Details

- Removed \$.30 a day late fine (highest in the KC Metro area)
- Raised the amount at which a Library user is blocked from checking out materials from \$25 to \$50
- Forgave all existing patron fines, except those in Bankruptcy or owing more than \$600
- Forgave fees older than seven years for all patrons, except those in Bankruptcy or owing more than \$600



Patron Feedback Themes



- Glad we have joined other metro libraries who have gone fine-free
- Excitement over increased access
- Especially helpful to parents

Shauna Anderson
This is big for busy homeschool Moms. So many don't use the public library because they are super busy and trying to get everything back/ remembering to renew things is just adding to the super long list of things. Very helpful. Thank you!

30w Love Reply Hide 5

Trishna Bhattachan
Best news !! Time to reconnect with library

30w Like Reply Hide



- Concerns about potential longer hold times
- Condone or encourages irresponsibility

Katherine Reeves
How will this affect holds and the wait time? If people can keep their books as long as they want then the turnover on books might not be as quick.

30w Like Reply Hide 2

Tom Larson
Great so our outrageous property taxes are subsidizing free loaders even more now.

30w Like Reply Hide



Situational Factors

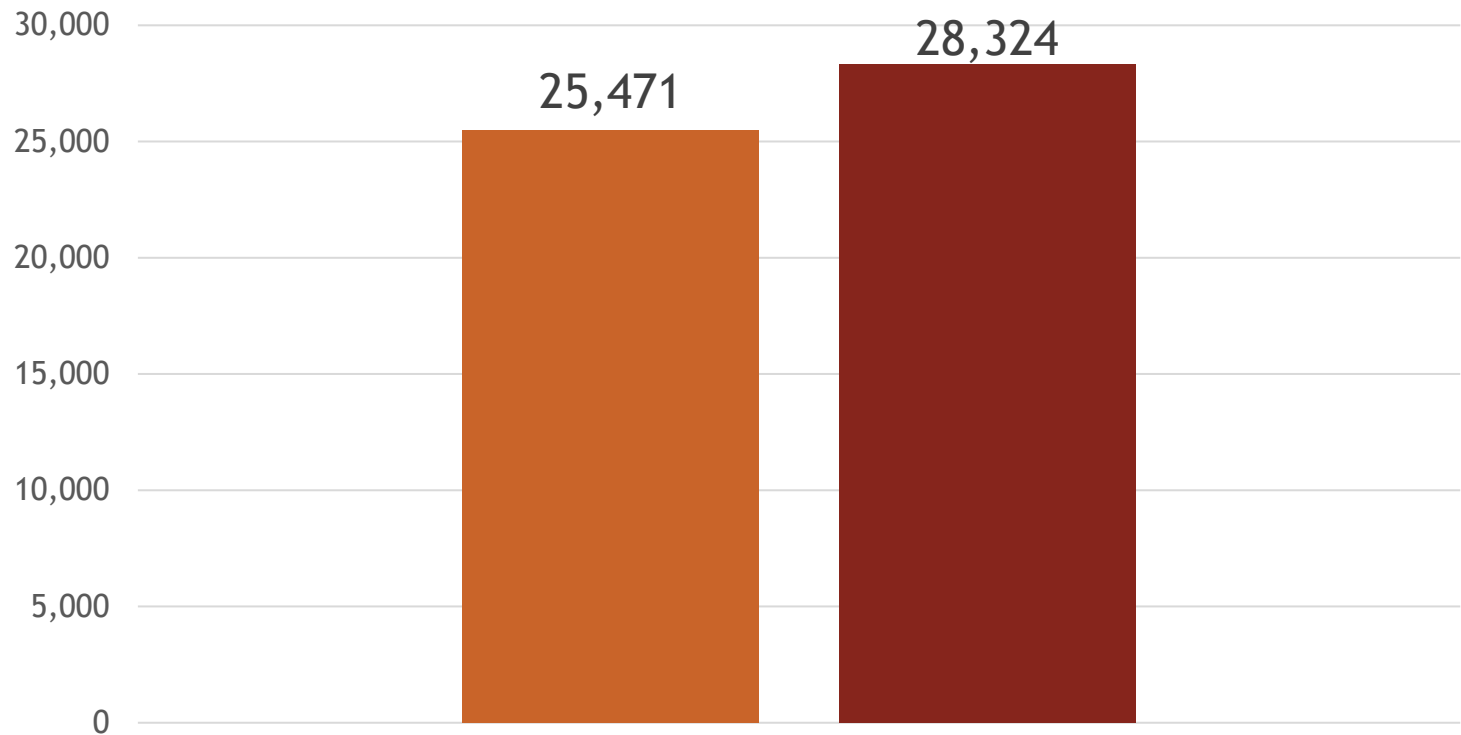
Outside factors during this period may have influenced the data collected and should be noted:

- The summer season and Summer Reading programs begin in June, which traditionally lead to higher circulation, door counts, and new card registrations.
- Library usage overall is trending upward across 2023 and into 2024 as we continue to emerge from COVID-related downturns.
- Branch closures of Oak Park and Shawnee for CRP work and the transition from Antioch to Merriam Plaza led to periods of reduced collection availability for holds fulfillment.



New Card Registrations

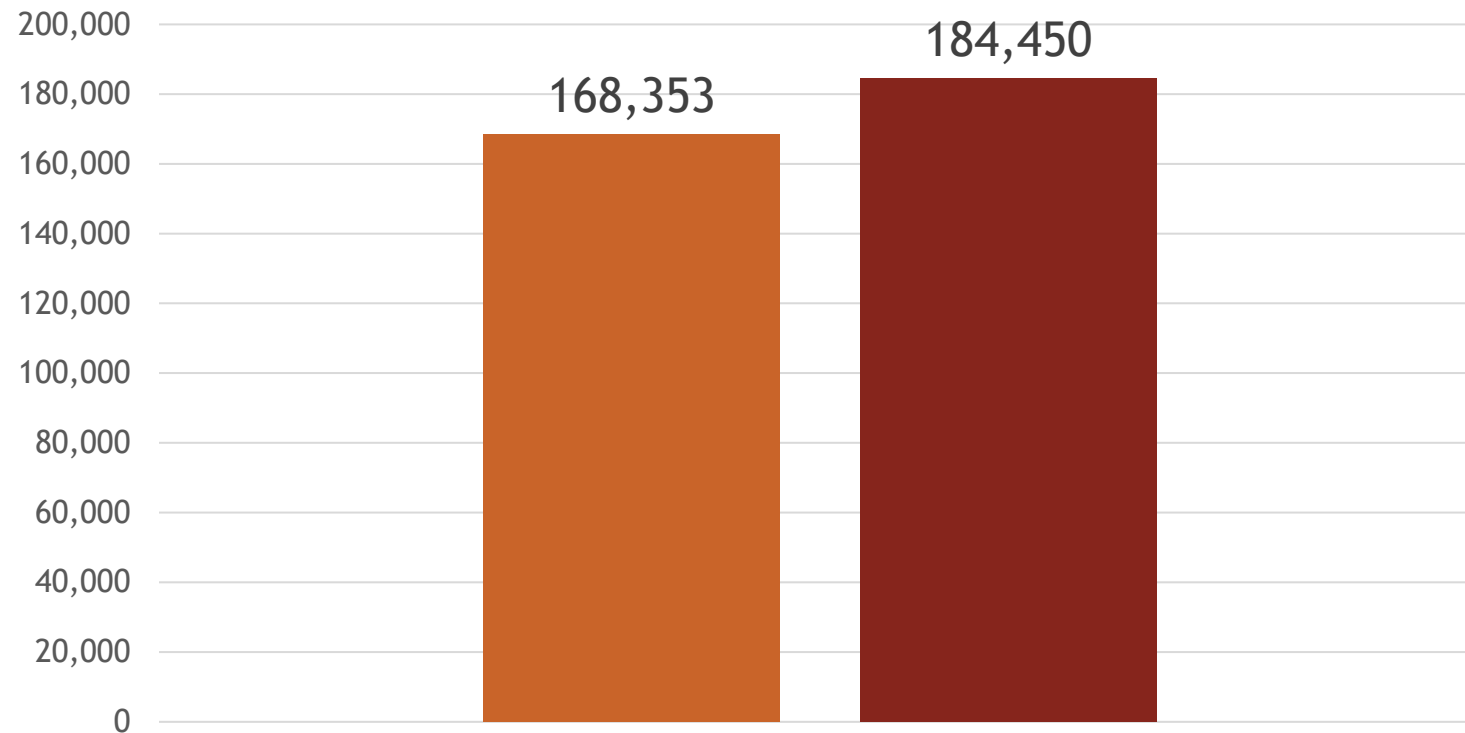
Trend: For the period May-April, new card registrations increased 11.2% for Johnson County Library between 2022/2023 and 2023/2024.



Active Cardholders

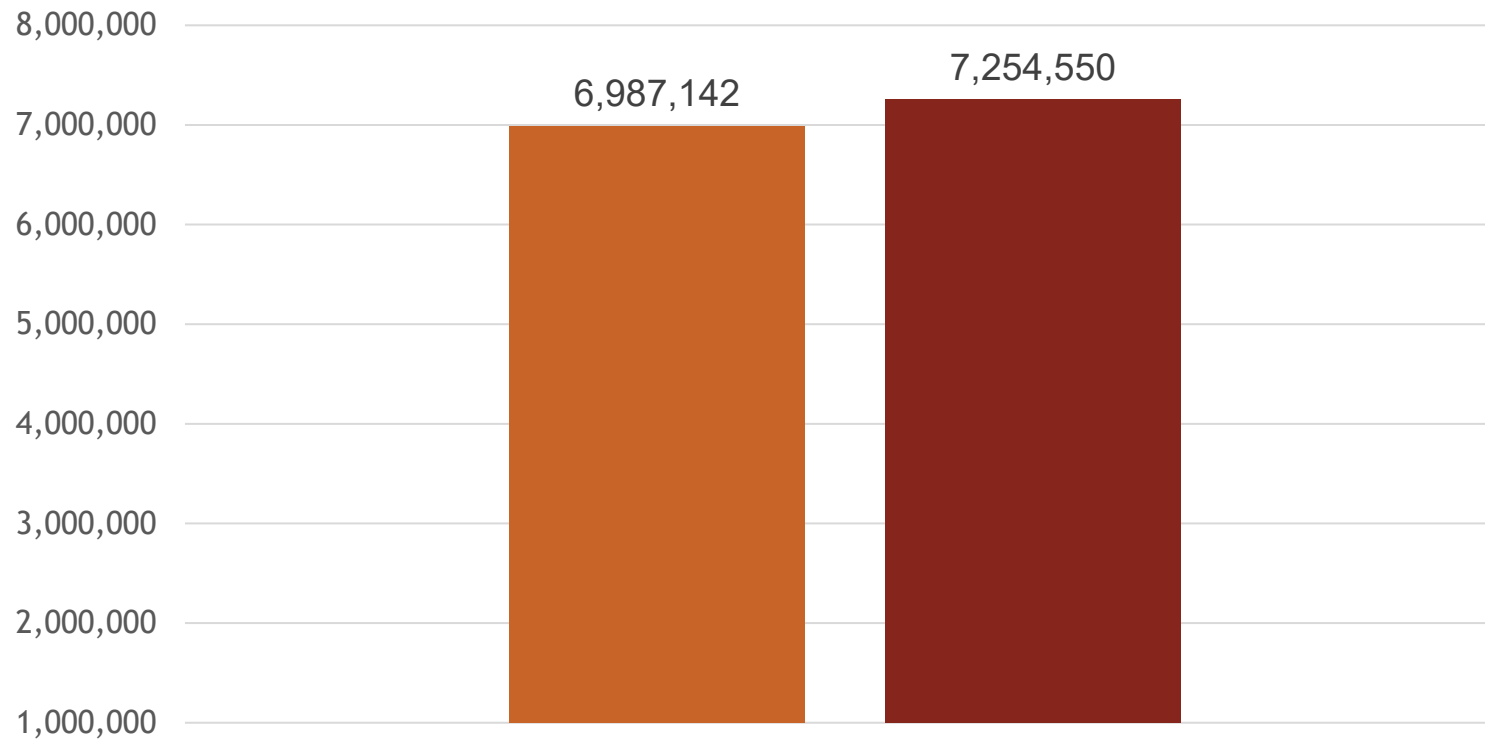
Trend: For the period May-April, the number of active cardholders* increased 9.6% between 2022 and 2023.

**Active means a user has checked out an item or used a computer at least once in a three-year period.*



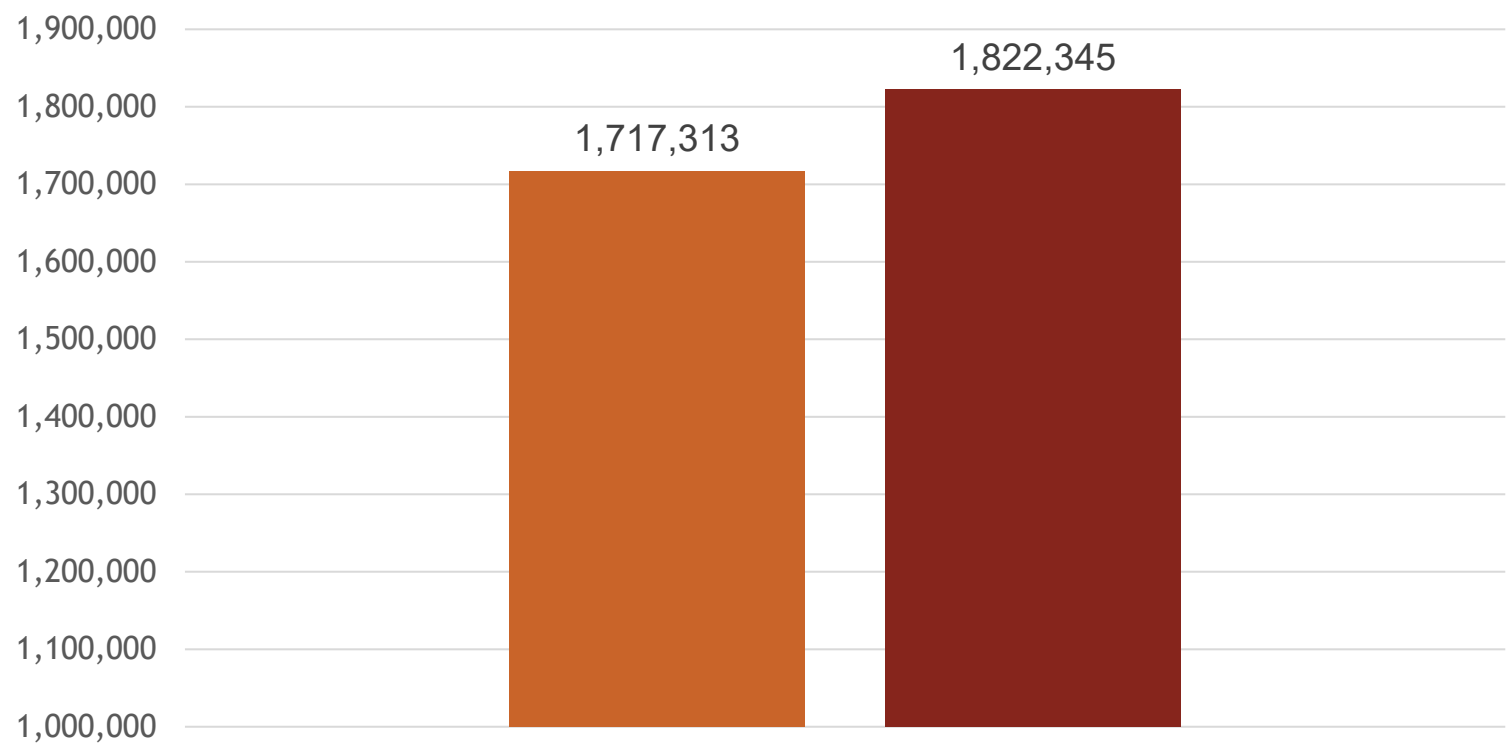
Circulation

Trend: For the period May-April, the number of Library items checked out increased 4% for Johnson County Library between 2022 and 2023.



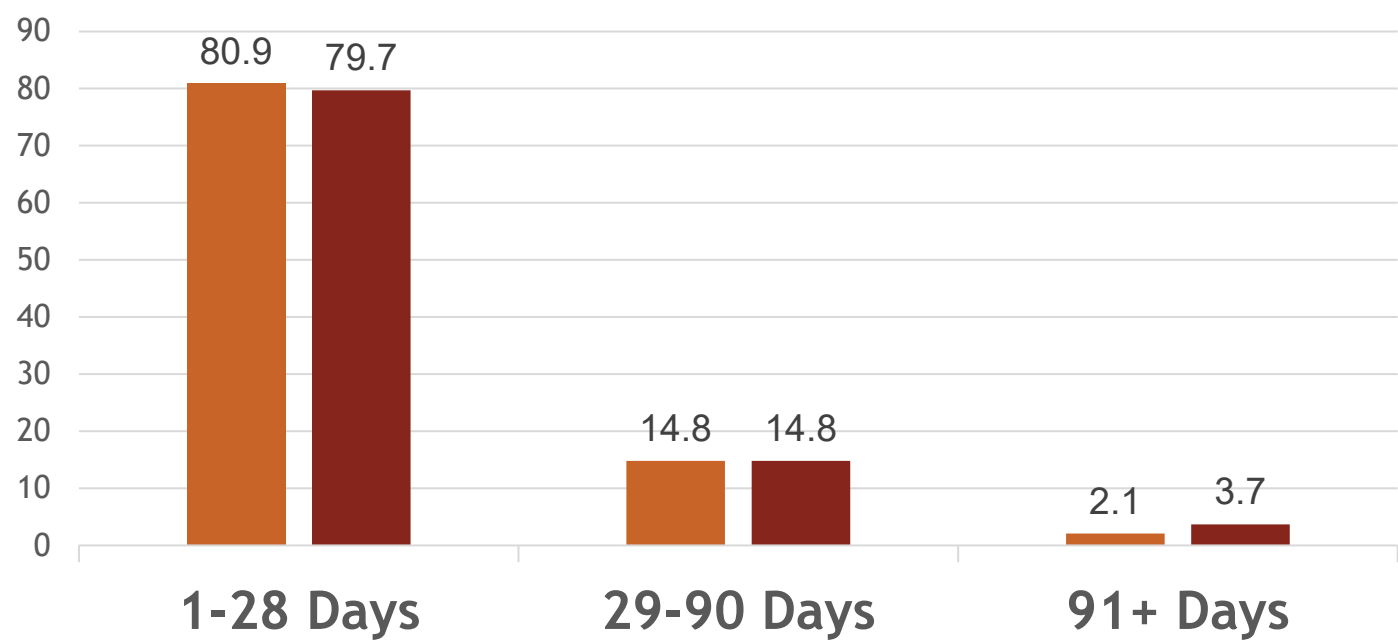
Branch Visits

Trend: For the period May-April, the number of branch visits increased 6.1% for Johnson County Library between 2022 and 2023.



Holds Wait Time

Trend: The majority of Johnson County Library cardholders receive their requested items within one month of placing a hold. For the period May-April, the percentage of holds filled within one month decreased 1.5%, the percentage of holds filled between one and three months remained the same, and the percentage of holds filled after more than three months increased 1.6% between 2022 and 2023.



Summary & Next Steps



Community sentiment has been overall positive, though some concerns about accountability remain.



The data shows positive trends in both new cardholder registration and patrons returning to the Library.



Circulation has increased.



Wait times remain an anecdotal concern. Data shows a slight increase in wait time for 1.5% of requested items.



We will continue to monitor statistics and feedback at regular intervals to ensure the overall patron experience remains positive.



MINUTES JOHNSON COUNTY LIBRARY BOARD

REGULAR MEETING

July 11, 2024

at Central Resource Library

4:00 p.m.

BOARD: Kelly Kilgore, Jeffrey Mendoza, David Sims, Anna Van Ophem, Charles McAllister and Jennifer Hrabe.

ABSENT: Jeffrey Mendoza and Chrysalyn Huff

BOARD ATTORNEY: Fred Logan

BOCC: Commissioner Allenbrand was unable to attend.

STAFF: (All JCL, FAC staff) Tricia Suellentrop, Kinsley Riggs, Adam Wathen, David Vratny, Ben Sunds, Shelley O'Brien, Patti Kangethe, Elissa Andre, Megan Clark, Theresa Gonzalez, Thomas Lynch, Jennifer McClellan, Greta Christianson, Emma Clark, and Matthew Morgan.

Board Chair Kelly Kilgore called the meeting to order at 4:00 p.m.

CITIZENS COMMENTS:

No public comments. Public comments are included in the July Board Report.

REMARKS FROM THE LIBRARY BOARD OF DIRECTORS:

Congratulations were shared for Board Member Mendoza, as he was unable to attend due to receiving a promotion in the U.S. Marine Corps Reserve.

Commissioner Allenbrand sent apologies for being unable to attend the meeting.

Mr. McAllister asked about the Pledge of Allegiance and County Librarian Suellentrop confirmed that there would be an opportunity for discussion under New Business Item D.

Board Chair Kilgore shared about a visit to Shawnee and expressed how wonderful the renovations are. She also commended staff on the budget.

DEVELOPMENT DEPARTMENT REPORT

Shelley O'Brien, Development Director and Shanta Dickerson, Executive Director of the Friends at Johnson County Library, presented on behalf of the Development Department combining the Friends of the Johnson County Library, the Johnson County Library Foundation, and the Johnson County Library Volunteers, this report is included in the July Board Report.

Ms. O'Brien expressed excitement about the progress being made fundraising for Library Lets Loose, anticipating reaching \$110,000 to \$115,000. She mentioned new sponsors, including EBSCO Information Services, which donated \$2,500 after years of not contributing. Board Chair Kilgore inquired about early bird ticket sales, Ms. O'Brien shared ticket sales had been slow, similar to the previous year and that the deadline for the \$85 early bird rate was August 3rd.

Shanta Dickerson thanked her Board of Directors for unanimously approving an expansion of their Pine Ridge facility. The expansion will increase their sales footprint by 50% and allow them to support other nonprofits and organizations that support the Friends through donations. She noted the facility would be open on Saturdays and Thursday nights until Labor Day, acknowledging the limitations due to poor lighting. Additionally, she confirmed that all library locations accepted donations, and the expansion would help streamline the donation and sales processes.

County Librarian Suellentrop commended the professional way that the Friends board researched and came to this choice.

COUNTY COMMISSIONER REPORT:

Apologies from Commissioner Allenbrand, she was unable to attend this meeting.

BOARD COUNSEL REPORT

Mr. Fred Logan, Board co-counsel, reviewed Kansas State Statute regarding ownership of Library properties and easements, reviewed ARM 20-80-25 and the effect of elections on petitioning zones, and reviewed Opinion 126732 from Kansas Court of Appeals in response to *Brenda Zaragoza v. Board of County Commissioners*.

Mr. Logan began by reviewing KSA 12-1223, state statute governing ownership of library property. As the governing board of the library, taxing district, the library board owns the library properties; those properties are titled in the name of the board. So, when you have a request for consideration of an easement over the property that comes before you, that's an appropriate thing for this board to consider. Mr. Logan highlighted the easement proposed by Everygy that would be considered by the board later in the agenda.

Mr. Logan reviewed section 20-80-25 of the administrative regulation manual, noting that petitioning zones had been established at all library facilities, where individuals can be out with signs or materials. There is an entirely legally and appropriate exception on Election Day to be able to move the zones.

Lastly, Mr. Logan reviewed an important Kansas appellate court opinion on library governance, stemming from the case *Brenda Zaragoza v. Board of Johnson County Commissioners*. The case involved an injury at the Monticello branch parking lot. The Kansas Court of Appeals ruled against the plaintiff, citing the recreational use exception to the Kansas Tort Claims Act, which required a higher standard of proof. The opinion, deemed significant for library governance, found that the library was not negligent under this exception. The ruling was detailed and significant, and there was a possibility of an appeal to the Kansas Supreme Court.

COUNTY LIBRARIAN REPORT

Finance Report

Kinsley Riggs, Deputy County Librarian, presented the financial report to the Board, this report is included in the July Board Report.

Ms. Riggs reviewed the finance report for July showed revenues and expenses as of May 31st. By the end of May, the Library had collected approximately \$27.9 million in revenues, about 48% of the \$57.8 million budgeted. Factoring out the \$6.5 million use of reserves, the \$27.9 million collected

represented about 54% of the \$51.3 million, aligning with expectations. The library's total expenditure obligations were \$31.7 million, or about 55%. However, this number was closer to 45% in total expenditure when excluding transfers made to Capital projects and the Interfund Transfer to the County General Fund, which covered Johnson County Library Facilities, Human Resources, and Payroll.

Department statistics

Jared Harper, Regional Manager for the Southwest Region, and John Keogh, Regional Manager for the Northwest Region, presented the Branch Services statistics, this report is included in the July Board Report.

Mr. Harper and Mr. Keogh presented trends in branch services from 2020 to 2023. They noted that the reporting would change as Branch Services transitioned to a regional model.

Visitation trends showed a steady rise each year since COVID-19, with seasonal patterns holding steady. Circulation statistics revealed a slight downward trend in physical material circulation at larger branches, likely due to increased digital adoption, while smaller branches maintained strong circulation. Oak Park's closure for maintenance in 2023 accounted for its lower numbers and an increase in visits at Central. Gardner saw increased visits due to population growth, city engagement, and the return of in-branch programs, while demographic changes explained the rise in visits to Leawood.

The comparison of full-time employees at each branch with total circulation and visits highlighted that some branches, like Blue Valley, had a higher volume of use per staff member than others, such as Shawnee. This data would guide staff reallocation to balance workloads.

Curbside usage peaked in 2021 due to COVID-19 caution but declined as restrictions lifted, except during extended building closures at Gardner and Cedar Roe. Drive-thru usage also saw a slight downward trend post-pandemic.

Public computer usage statistics showed varied needs across branches. Lenexa had about 1 in 10 patrons using a computer, while Central had nearly 1 in 5. Computer sessions per computer informed decisions about equipping each branch.

Increased visits post-pandemic led to higher use of public rooms, with bookings reflecting the number of rooms available. Central, with 21 public rooms, and Gardner, with three, illustrated this variation. The library's promotion as a "third space" contributed to increased room use, and the creation of private spaces within the library aimed to meet diverse needs.

Mr. Sims asked if there are decisions being made in regard to moving technology or adjusting meeting spaces at branches based on the trends that are being seen.

Mr. Harper commended the IT department and expressed that staff are continuously looking at trends and standards for each building in response to the usage data to best use the technology. In regard to meeting space, we are looking to standardize each building and provide alternate furniture options if additional meeting rooms are not possible at this time.

Board Chair Kilgore shared that updating and adding meeting spaces is part of what is slated for the De Soto and Spring Hill renovations.

Board Chair Kilgore asked about the goals of visits per patron.

Mr. Keogh shared that they are looking at branch and regional use, allocating resources regionally. Generally, staff do not want to presume answers before knowing the questions that need to be asked and are looking at the information with fresh eyes. Ultimately the goals have not yet been set, focusing on making strategic decisions.

Board Chair Kilgore asked if all branches have curbside.

Mr. Keogh shared that not all branches have curbside and not all have drive throughs, although together we have pretty good car access.

County Librarian Suellentrop expressed that she is happy to see the growth from 3.3 visits per capita last year to 3.7 per capita this year.

Board Chair Kilgore expressed that is better than peer libraries.

Mr. Sims asked about adding computerized meeting rooms at all branches and allowing same day reservations.

County Librarian Suellentrop said that integrated technology was standard for new buildings but not something we have added to Comprehensive Replacement Project (CRP) work. That is part balancing cost and time, as the work no longer is part of capital replacement and becomes capital improvement when we are upgrading those systems. There is a strong desire from staff and patrons to have integrated technology in all branches.

COMPREHENSIVE LIBRARY MASTER PLAN

Megan Clark, Project Coordinator, presented on the Comprehensive Library Master Plan, these reports are included in the July Board Report.

Overall Timeline

The Capital Improvement Plan (CIP) timeline and Capital Replacement Plan (CRP) 2024 timeline are included in the July Board Report.

Megan Clark reviewed updates on capital replacement and improvement plans. The Lackman sale was in its closing period, set to conclude on July 23rd, with no issues found during due diligence. The Request for Proposal (RFP) for architects for the Spring Hill and DeSoto renovations was being drafted, with board liaisons Charles McAllister and Anna van Ophem observing the process.

Capital replacement projects included work on the west wall at Central, which experienced delays due to heavy rain and was expected to conclude in July. The Edgerton sewer work and parking lot repaving finished on June 22nd. Shawnee's HVAC replacement project was in its second phase, with roofing work successfully concluding the week of the board meeting. Oak Park and Gardner were next for roofing work. Cedar Roe's electrical work was completed, with additional concrete work done due to rain delays, and the branch reopened the day prior to the board meeting. This work also resulted in gaining a parking spot and improving dumpster access.

UPDATES – Tricia Suellentrop, County Librarian

Ms. Tricia Suellentrop, County Librarian, reported to the Board.

Board Retreat – October 30th 1pm to 5pm (pending Library Board availability)

Tricia Suellentrop, County Librarian, reported on the Board Retreat.

Ms. Suellentrop shared that the Board Retreat is typically a 4-hour meeting where the board discusses policies and reviews or reaffirms the Comprehensive Library Master Plan, since we are at the end of that plan we will be discussing with the Chair and Vice Chair how to start discussing those next steps. Currently we are looking at scheduling this for the afternoon of October 30th from 1-5pm. If board members have topics, they wish discussed, please reach out to the Board Chair Kilgore.

County Librarian Suellentrop thanked and welcomed the new employees to the library.

Prairie Village Update

Kinsley Riggs, Deputy County Librarian, presented on the Prairie Village Update.

Kinsley Riggs, the Deputy County Librarian, provided an update on the shared project with the City of Prairie Village and the YMCA, which was currently on hold. Ms. Riggs reviewed the steps already taken on the project and explained that the core team, including members from all three entities, was at the stage of selecting the preferred option, pending the third public meeting.

The City of Prairie Village had begun discussing their pro forma agreement with the YMCA, which generated much discussion with the City Council. The Council requested more information and further conversation, expected to occur in August. The library was not involved in this work.

The library's work would continue after these discussions, with the third public engagement meeting on the conceptual design study anticipated in the fall. Riggs mentioned that many Library Board members had toured the site and offered to schedule tours for those who had not yet visited the Harmon Park location through Patti Kangethe.

Strategic Plan Update, Kinsley Riggs, Deputy County Librarian

Kinsley Riggs, Deputy County Librarian, presented the Strategic Plan Update.

Ms. Riggs reviewed that the Johnson County Library is committed to listening to community needs and providing valuable services, materials, spaces, programming, and ideas. The 2024-2028 Strategic Plan was designed to be adaptable to opportunities and challenges while remaining rooted in the library's mission and vision. The five Key Performance Areas (KPA)s—Community, Convenience, Education, Operations, and Communication—reflected essential daily work and long-term initiatives.

The administrative team identified three organizational priorities for 2024 and 2025, ensuring capacity for both daily operations and future preparations. Reporting on the strategic plan pivoted from focusing on KPAs to these major priorities.

In early 2024, the Merriam Plaza building was transformed into a library with construction completion, installation of necessary infrastructure, and staff onboarding, drawing high public engagement. Progress continued on the Corinth Replacement studies with the City of Prairie Village and the YMCA, while CBRE generated interest and offers for the Lackman Library. Various capital replacement projects occurred at multiple locations.

The SORT (Staff Organization Reorganization Template) initiative evaluated departments for optimal service delivery, focusing on Branch Services and Program Services staff, establishing new roles, and planning ongoing staff training, though time constraints and change management for over 100 employees posed challenges.

Johnson County Government emphasized DEIB (Diversity, Equity, Inclusion and Belonging), leading to the library's launch of the V.I.B.E. (Voices of Inclusion, Belonging and Equity) team to foster inclusivity. An engagement survey showed strong staff alignment with the mission but identified areas for improvement in trust and employee value.

A website refresh project aimed to improve accessibility and usability, with community and staff input guiding the selection of a content management system, and further updates expected in August.

Ms. Rigg concluded that the strategic plan for 2024 and 2025 was set, with priorities to be revisited and adjusted as needed over five years, guided by the KPAs, and updates provided three times a year. Monthly department statistical reports would offer further insights, with the next update scheduled for November.

Ms. Hrabe asked for a simplified explanation of SORT. Ms. Riggs shared that the library had a large group of staff committed to various tasks, leading to confusion about priorities, reporting structure, and meeting attendance. This caused significant communication challenges. The organization evaluated whether these issues were behavioral, procedural, or structural. It concluded that structural changes were needed, as the library's structure had not been updated in over 20 years. To better meet community needs, the organization decided to restructure for improved efficiency and responsiveness.

Mr. Sims asked for an example of what changed. Ms. Riggs provided an example of regional managers, prior to SORT switch regional managers were branch managers responsible for one building, sometimes more than one as there were vacancies. Now as regional managers they oversee the strategic vision and operations for a subset of our branches are working to coordinate the work across the entire system. This will help ensure the 14 branches are building together and doing the same systemwide work with training and resources, and programming with patrons. It is our hope that this model will allow for increased community outreach.

Mr. McAllister asked what SORT stands for and Ms. Riggs clarified, Staff Organization Redesign Template.

Board Chair Kilgore emphasized the goal of streamlining operations and improving efficiencies by adopting a systemwide approach. Ms. Riggs added that the new structure would include a branch services department dedicated to assisting patrons and a program services department responsible for deploying programs across the system and community. This restructuring aims to provide each position with a clearly defined job description and expectations.

Board Chair Kilgore asked how this change has been received, Ms. Riggs responded that we are asking over a 100 people to move positions, and County Librarian Suellentrop added that the organization will know in about 3-4 years how successful it has been, noting that the process cannot go slow enough or fast enough for some. Ultimately staff hope to have everyone in their positions by end of September.

Ms. Hrabe asked if children's services would still be provided under the programming services department. Ms. Riggs confirmed that branch services and programming would continue to serve

everyone in the community. We will still have readers advisory in branches and programming for all ages, different people will be responsible for different pieces.

Mr. Sims asked if turnover has significantly increased and if not, that is a sign of a great job. County Librarian Suellentrop shared that staff put a lot of effort into studying this change and it will take some time to see how everything works out.

Budget Presentation Report, Kinsley Riggs, Deputy County Librarian

Kinsley Riggs, Deputy County Librarian, reported on the Budget Presentation.

Ms. Riggs reviewed the presentation made by the Library to the Board of County Commissioners (BOCC) on Thursday, June 20th. Library Board Chair Kelly Kilgore gave opening remarks, followed by a formal budget presentation by County Librarian Tricia Suellentrop and Finance Director Dave Vratny. The presentation was well received with Commissioners commenting the library on high Community Satisfaction scores, successful reduction in employee turnover rates, the digital collections, and increased patron access to the physical collection through drive-thru and curbside services. Commissioners also praised the MakerSpace and plans to increase its service hours and access with two additional employees requested in the budget.

The BOCC complimented the Library's collaboration with the County on hosting recent Budget Open Houses at Monticello and Central libraries. All Commissioners' questions were addressed during the Budget Presentation, and the BOCC did not place any Library-related items on their revisit list.

Juneteenth Celebration

Kinsley Riggs, Deputy County Librarian, presented on the Juneteenth Celebration, this update is included in the July Board Report.

Ms. Riggs reviewed Johnson County Government's 3rd annual Juneteenth celebration at the Lenexa Civic Campus Commons, with the theme "The Jubilee of Juneteenth: Celebrating a Legacy of Freedom." The library hosted an information table along with several county departments, offices, and agencies. There were 17 booths for the community to interact with, and the event welcomed approximately 500 people.

The program included keynote speaker Glenn North, who also wrote a poem for the opening of the Monticello library. There was live music from the Louis Neal Big Band and a Roller Dance Performance by SK8SHOT Studios. The event honored the memory of past emcee Nathan Louis Jackson, the late husband of Library colleague Megan Mascorro-Jackson. Amaya and Savion, Nate and Megan's children, read their father's poem titled "Juneteenth."

Antioch Property next steps, Tricia Suellentrop, County Librarian

Tricia Suellentrop, County Librarian, presented on the next steps for the Antioch Property.

Ms. Suellentrop provided an update on the Antioch property and outlined the next steps. With the sale of Lackman nearing completion, attention is shifting towards Antioch. Over the following months, information about Antioch and potential actions would be shared with the board, leading to a more in-depth discussion at the October Board Retreat. The Antioch property includes four parcels of land, consisting of the Antioch Library, a support services building, and two parking areas. Three primary options for the property were identified: selling it, leasing it, or incorporating it into the comprehensive library master plan refresh next year. The surrounding area, formerly a Sears and Kmart, have

undergone significant development, now featuring apartments and restaurants. This development continued to evolve, enhancing the property's context within the city of Merriam.

Ms. Van Ophem asked if the four parcels could be considered separately. County Librarian Suellentrop confirmed these could and that the board has complete flexibility to consider the property however they wish.

Mr. Sims shared his initial thoughts around not wanting to lease the building, considering different options makes sense, and that a real estate broker would be integral for thinking through the process of determining opportunities for keeping the properties together or separating the parcels. County Librarian Suellentrop explained that when writing the RFP for broker for the Lackman property, it was written in if the board wanted to proceed with the same broker for Antioch that could happen without going back out with an additional RFP for a new broker. Mr. Logan expressed that legal counsel feels the broker for Lackman has done an outstanding job.

Board Chair Kilgore shared that previously staff listed Lackman internally and CBRE was brought on when that sale was not fruitful, and she praised the job that the broker has done on the sale of Lackman.

County Librarian Suellentrop could expect to retain the broker CBRE, could consider this over a few months and take this to the October board retreat meeting. There was discussion of wanting additional information being presented at the board retreat.

Board Chair Kilgore expressed that carrying costs for Antioch are not considerable, allowing the board time to consider these options.

CONSENT AGENDA

I. Consent Agenda

A. Action Items:

1. Minutes of the June 13, 2024 Regular Library Board meeting

B. Information Items

1. Financial and Personnel

- a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for May 2024 were handled in accordance with library and County policy.
- b) The May 2024 Revenue and Expenditure reports produced from the County's financial system reflect the Library's revenues and expenditures

C. Gift Fund Report

Motion: Mr. Sims moved that the Library Board of Directors approve the consent agenda.

Second: Ms. Van Ophem seconded this motion.

Motion was approved unanimously.

II. Old Business

- A. Action Item: Consideration of temporary closure at Shawnee for CRP HVAC work, Megan Clark, Project Coordinator

Megan Clark, Project Coordinator, presented temporary closure at Shawnee for CRP HVAC work briefing sheet, as included in the July Library Board Report.

Motion: Mr. Sims moved to approve a temporary closure of the Shawnee Library from August 19 through late October to complete planned Capital Replacement Plan (CRP) HVAC replacement.

Second: Ms. Van Ophem seconded this motion.

Motion was approved unanimously.

III. New Business

- A. Action Item: Consideration of Evergy Metro Inc., Utility Easement, on Antioch Library property

Megan Clark, Project Coordinator, presented Evergy Metro Inc., Utility Easement, on Antioch Library property briefing sheet, as included in the July Library Board Report.

Ms. Van Ophem asked for opinion stating that this does not depreciate the property and that the board would be in no way liable for anything that might go awry with the installation. Mr. Logan shared that legal counsel did have revisions that Evergy agreed to, and legal counsel feels this is in good form addressing those concerns.

County Librarian Suellentrop expressed support for the benefit of lines being buried and the improvement to the property value.

Motion: Mr. Sims moved to authorize an Easement Agreement with Evergy Metro, Inc. for utility infrastructure upgrades on the Antioch Library property.

Second: Ms. Van Ophem seconded this motion.

Motion was approved unanimously.

- B. Information Item: Consideration of temporary closures at Blue Valley and Leawood for Security Upgrade Work

Megan Clark, Project Coordinator, presented temporary closures at Blue Valley and Leawood for Security Upgrade Work briefing sheet, as included in the July Library Board Report.

Mr. Sims thanked staff for planning to space out these closures, and asked how many are left.

Ms. Clark confirmed these are the last security upgrades to be completed.

No Motion

C. Information Item: Consideration of groundwater monitoring agreement at Spring Hill

Megan Clark, Project Coordinator, presented groundwater monitoring agreement at Spring Hill briefing sheet, as included in the July Library Board Report.

No Motion

D. Information Item: Consideration of ARM 10-50-10 Bylaws of the Board of Directors

Tricia Suellentrop, County Librarian, presented ARM 10-50-10 Bylaws of the Board of Directors briefing sheet, as included in the July Library Board Report.

During the discussion, Mr. McAllister expressed concerns about the value of reciting the Pledge of Allegiance at board meetings, fearing it might alienate community members of diverse backgrounds. Ms. Van Ophem advocated for including the Pledge, noting its importance in other public forums and its role in emphasizing their public service. Ms. Hrabe and Board Chair Kilgore suggested adding a bylaw that allows individuals to opt out of participating without facing retribution. Mr. Sims supported including the Pledge, recognizing the board as a government entity, but opposed a disclaimer at every meeting.

Mr. McAllister reiterated his concern about the potential negative impact on the community, emphasizing the need to prioritize inclusivity. Ms. Van Ophem maintained that other county services, such as Parks and Recreation, include the Pledge without issue. County Librarian Suellentrop suggested the Chair provide direction and recommended bringing back revised language for further discussion. Kelly proposed tabling the issue to develop additional bylaw language or to discuss it further at the board retreat. The consensus was to revisit the matter later, with a focus on considering the community's perspective.

No Motion

ADJOURNMENT

Motion: Ms. Van Ophem moved to adjourn the meeting.

Second: Ms. Hrabe seconded this motion.

Motion approved unanimously.

Meeting adjourned at 5:21 p.m.

SECRETARY _____
Anna Van Ophem

CHAIR _____
Kelly Kilgore

SIGNED _____
Tricia Suellentrop, County Librarian

Briefing Sheet

To: Johnson County Library Board of Directors
From: Tricia Suellentrop
Date: August 8, 2024
Re: Blue Valley and Leawood: Temporary Closure for Security Upgrade Work

Issue: Consider approving the closure for up to two (2) non-consecutive days between mid-August and late September at both the Blue Valley and Leawood Libraries for security upgrades.

Suggested Motion: I move to approve the closure for up to two (2) non-consecutive days between mid-August and late September at both the Blue Valley and Leawood Libraries for security upgrades.

Background: In May 2023, the Library Board approved funding for security upgrades at certain locations. We have been working on physical security upgrades across the Library ever since, coordinating with CIP and CRP projects as possible. Most recently, this work was completed at Oak Park and Shawnee libraries. We are continuing the work at Blue Valley and Leawood locations, which includes securing staff space from public space, upgrading access controls and ADA features. Since the work requires substantial demolition and preparation to install frames and conduits, we are requesting up to two (2) non-consecutive days of closure at each branch.

Analysis: The purpose of this work is to continue the planned physical security upgrades across the Library system. We were able to take advantage of closures at other buildings during CRP and emergency work, but Blue Valley and Leawood do not have other planned work soon. This will require brief closures of up to two (2) non-consecutive days to complete the work. The closures at each building will be scheduled independently without overlapping.

Funding Overview: Funding for this work is included in the CRP budget and Physical Security budget.

Alternatives: Not approve the closure and not complete the security upgrades at this time.

Recommendation: Approve the closure for up to two (2) non-consecutive days between mid-August and late September at the both the Blue Valley and Leawood Libraries for security upgrades.

Purchasing Review: This work is being completed under existing vendor contracts.

Budget Review: Funding for this work is included in the CRP budget and Physical Security budget.

Legal Review: N/A

**JOHNSON COUNTY LIBRARY
GIFT FUND
TREASURER'S REPORT**
Period: JUN-2024

			Receipts	Payments	Balance
	Opening cash balance				\$89,077.26
		Add Receipts	\$587.79		
		Less Payments		\$58.22	
	Ending Cash balance				\$89,606.83
		Less Liabilities		\$28,491.07	
	Unobligated cash balance				\$61,115.76

APPROVED: _____

DATE: _____

To: Johnson County Library Board of Directors
From: Tricia Suellentrop
Date: August 8, 2024
Re: ARM 10-50-10 Bylaws of the Board of Directors

Issue: ARM 10-50-10 Bylaws of the Board of Directors

Suggested Motion: I move that the Johnson County Library Board of Directors approves ARM 10-50-10, Bylaws of the Board of Directors.

Background: Each year library staff review one third of our policies or Administrative Regulations (ARMs). The following ARM was last reviewed in February of 2024. Upon Board Member direction at the June 2024 Board meeting to add the Pledge of Allegiance to the format of the agenda this ARM has been reviewed. It is being shared with you for information today. Highlighted below are the changes staff is recommending.

Analysis: Update of removal of Friends of the Library Report reflects the practice of the Development Department incorporating the Friends of the Library within their report. After the June 13th, 2024, Board Meeting discussions surrounding the addition of reciting the Pledge of Allegiance and the July 11th, 2024, Board Meeting discussions surrounding the addition of language protecting First Amendment right to recite or stand as desired for the pledge, staff reviewed ARM 10-50-10 Bylaws of the Board of Directors. The following changes have been made to ARM 10-50-10 Bylaws of the Board of Directors.

Addition Pledge of Allegiance: At the request of Library Board of Directors the addition of the Pledge of Allegiance has been added to the agenda.

Addition of the following to the *Agendas and Information Provided to the Board* section:

"The decision to recite or stand for the Pledge of Allegiance is at the sole discretion of each individual Library Board Member, library staff member, and meeting attendee. No individual shall face any form of retribution or adverse action for their decision in this matter, in full protection of their First Amendment rights."

Removal of Friends of the Library Report: The Friends of the Library report is given as part of the Development Department Report.

Funding Overview: No costs were affected.

Alternatives: Suggest any other changes you wish to see to these policies or not approve our recommendations.

Recommendation: Library Board approve the recommended changes to Administrative Regulations (ARM) 10-50-10, Bylaws of the Board of Directors.

Budget Review: None needed.

Legal Review: These policies have been reviewed and certified by legal counsel.

ADMINISTRATIVE REGULATIONS

TAB: Governance

DOCUMENT NUMBER: ARM 10-50-10

SECTION: Library Board of Directors

SUBJECT: BYLAWS OF THE BOARD OF DIRECTORS

SUMMARY

This document consists of the bylaws of the Board of Directors of the Johnson County Library, as amended. The bylaws are the rules adopted by the library board for management of its internal affairs.

Review Date:

August 2, 2016
November 8, 2018
October 22, 2020
October 13, 2022
February 8, 2024
August 8, 2024

MEETINGS

I. MEETINGS

Regular Meetings

- a. The Board shall conduct a regular meeting at least one time each month at such time and place as it shall determine. The Board may make such determination by the adoption of an annual calendar setting forth the usual date, time and place of such regular monthly meeting. Notice of regular meetings of the Board shall be posted at the Central Resource Library, the County Administration Building, on the Library website, and provided in writing a reasonable time in advance of the meeting, to members of the print and electronic media, and to other persons or organizations that request such notice pursuant to the Kansas Open Meetings Act.
- b. The Board will accept citizen comments at each monthly regular Board meeting, which is an opportunity for citizens to speak directly to the Board on matters pertaining to the Library. Speakers are given an opportunity of two minutes to speak and are requested to provide their name and city of residence. A citizen must provide their address for the record if that citizen seeks further engagement or follow-up by the Library on an item addressed in their citizen comment. Citizens may speak in person or may submit a written comment. To speak in person, the citizen must indicate their attendance before the meeting starts on a citizen comment sign-in sheet located in the meeting room. Additionally, Citizens are encouraged to communicate with Library staff before the meeting date about their intention to give citizen comment or speak on an item that appears on the agenda. Written comments will be made part of the record with no obligation to be read aloud at the meeting. Citizen comments will last no more than 30 minutes in total, unless otherwise provided by a vote of the majority of the Board. The Board will determine the follow-up needed to citizen

	comments, if any, in consultation with the County Librarian.
Changes	c. The date, place, or time of a particular meeting may be changed by the affirmative vote of a majority of the directors present and voting at the regular meeting prior to the meeting affected.
Special Meetings	d. Special meetings may be called by the chair or upon written request of a majority of the Directors. Written notice stating the date, place and time of any such special meeting and the purpose for which the same is called shall, unless waived, be given to each Director at least five days in advance of such meeting, and no business other than that stated in the notice shall be transacted at such meeting. Notices of such special meetings shall be given in the same manner as notices of regular Board meetings; provided, however, that notices to Directors may be given by U.S. mail, telephone, facsimile, or electronic mail.
Open Meetings Law	e. All meetings of the Board shall be open to the public pursuant to the Kansas Open Meetings Law, K.S.A 75-4317, except for lawful executive sessions.
Parliamentary Rules	f. In the event of controversy in matters relating to the conduct of business at Board meetings, the rules of order contained in the most recent version of Robert's Rules of Order, shall govern the Board in its deliberations in all cases to which they are applicable except when such rules are in conflict with these bylaws.
Suspension of Rules of Order Rules	g. The rules of order, other than such rules as may be prescribed by statute, may be suspended at any time by the consent of a majority of the Directors present at any meeting.
Agendas and Information Provided to the Board	h. An agenda for each regular meeting of the Board shall be prepared by the County Librarian preceding such meeting. Directors who wish to have items included on the agenda for a regular meeting shall submit such items to the County Librarian at least one week prior to such meeting. The County Librarian shall place on the agenda for a regular meeting under Old or New Business (whichever is appropriate) any item requested by a Director. The chair, with the consent of the Director proposing consideration of the item or the consent of the Board, may defer discussion on an agenda item to a future Board meeting. The agenda shall be delivered to each member in advance of a regular Board meeting. If necessary, changes may be made to the agenda and the revised agenda distributed at the beginning of the meeting. The agenda should list every significant item that will be discussed. Directors are encouraged to participate in every agenda item by asking questions, providing information, expressing opinions and voting on all issues presented for action. No later than Friday preceding a regular meeting of the Board, each Director should receive, at the Director's address as designated by the Director, a packet of

information relating to the next Board meeting containing the following:

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Recommendations and proposed resolutions with supporting information and reports
4. Discussion items with information and reports

Library revenue and expense information with budget comparisons and with narrative describing important changes and major variations, County Librarian report on important developments in the Library.

The decision to recite or stand for the Pledge of Allegiance is at the sole discretion of each individual Library Board Member, library staff member, and meeting attendee. No individual shall face any form of retribution or adverse action for their decision in this matter, in full protection of their First Amendment rights.

OFFICERS AND DUTIES

Officers

Nominations

Terms of Office

Chair's Duties

Vice Chair/ Secretary's Duties

II. OFFICERS AND DUTIES

- a. The officers of the board shall be a chair, a vice chair/secretary and treasurer, elected from among its members at the regular April meeting of the board.
- b. A nominating committee shall be appointed by the chair in February and shall present its recommended slate of officers at least two weeks prior to the regular April meeting of the Board.
- c. Officers shall serve a term of one-year commencing immediately upon election and until their successors are duly elected, unless the officer's term as a Director shall terminate earlier. No Director shall serve more than two terms in the same office consecutively.
- d. The chair shall preside at all meetings, appoint all committees, subject to the approval of the Board, authorize calls for any special meetings, and generally perform the duties of a presiding officer and those duties specified for the chair in the bylaws.
- e. The vice chair, in the absence of the chair from a Board meeting, shall conduct the meeting and perform any necessary additional functions authorized by a majority of those present. The vice chair shall serve as secretary and sign all minutes prepared by the clerk of the Board. The vice chair heads the annual performance evaluation process of the County Librarian, and works with the Personnel Committee, if any, appointed by the chair.

Treasurer's Duties	f. The duties of the treasurer are set forth in K.S.A. 12-1226, but the treasurer may be assisted by staff in performing those duties.
Attendance	g. This Board expects that Directors regularly and consistently attend Board meetings to ensure the continuity of Library activities by having a quorum at Board meetings. Four absences from regular Board meetings during a 12-month period by a Director is cause for the Board chair to informally communicate such Director's attendance record to the Director's appointing member of the Board of County Commissioners. Provided, however, the Board acknowledges (a) the Board of County Commissioners adopted Resolution No. 106-81, which states that the unexcused absence of an appointed Board member from three (3) consecutive meetings of that Board will be construed as a resignation from the Board, at which time the chair will give notice to the Board of County Commissioners, and (b) the authority for appointment or removal of the Directors resides with the Board of County Commissioners in accordance with K.S.A 12-1222.
Vacancies	h. Vacancies on the Board shall be filled by appointment for the unexpired term in accordance with K.S.A. 12-1222. The chair shall notify the Board of County Commissioners whenever a Board vacancy occurs
COMMITTEES	Vacancies in a
Standing and Special Committees	III. COMMITTEES Standing and special committees, as appropriate, made up of Board and non-Board members, may be appointed by the chair with the approval of the Board, for the study and investigation of special problems, or in connection with any of the Board's powers and duties set forth in K.S.A. 12-1223 or 12-1225.
QUORUM	IV. QUORUM
Formula	A quorum for the transaction of business shall consist of four members of the Board.
COUNTY LIBRARIAN	V. LIBRARIAN
County Librarian's Duties	The County Librarian is the executive officer of the Library and shall have sole charge of administration of the Library under the direction and review of the Board. The County Librarian shall be held responsible for the care of the buildings and equipment, for the direction of the Staff, for the efficiency of the Library's service to the public, and for the operation of the Library under the financial conditions set forth in the annual budget. The County Librarian shall attend all Board meetings, except for excused absences or those discussing the appointment or salary of the County Librarian.

ORDER OF BUSINESS

VI. ORDER OF BUSINESS

The Board shall generally follow Robert's Rules of Order for the order of business with adjustments as needed.

AMENDMENT OF BYLAWS

Criteria for
Amendment of
Bylaws

VII. AMENDMENT OF BYLAWS

These bylaws may be amended by four (4) or more Directors present at any meeting of the Board, provided that the proposed amendment is presented and recommended for adoption by vote of not less than three Directors at the immediately preceding regular meeting of the Board after written notice that contains (1) the present wording of the provision being amended, (2) the proposed amendment, and (3) the rationale for the proposed amendment.

| ~~February-August~~ 8, 2024

ARM 10-50-10

End

APPENDIX

Order of Business

In general, regular Board meetings shall have the following order of business:

- I. Call to Order – quorum determination
 - a. Pledge of Allegiance
- II. Citizen Comments
- III. Remarks
 - a. Library Board of Directors
 - ~~b. Friends of the Johnson County Library~~
 - ~~c. b.~~ Johnson County Development Department
 - ~~d. c.~~ Board of County Commissioner Liaison
- IV. Reports
 - a. Board Counsel
 - b. County Librarian
- V. Consent Agenda
 - a. Action Items
 - b. Information Items
 - c. Gift Fund Report
- VI. Old Business
- VII. New Business
- VIII. Adjournment

ADMINISTRATIVE REGULATIONS

TAB: Governance

DOCUMENT NUMBER: ARM 10-50-10

SECTION: Library Board of Directors

SUBJECT: BYLAWS OF THE BOARD OF DIRECTORS

SUMMARY

This document consists of the bylaws of the Board of Directors of the Johnson County Library, as amended. The bylaws are the rules adopted by the library board for management of its internal affairs.

Review Date:

August 2, 2016
November 8, 2018
October 22, 2020
October 13, 2022
February 8, 2024
August 8, 2024

MEETINGS

I. MEETINGS

Regular Meetings

- a. The Board shall conduct a regular meeting at least one time each month at such time and place as it shall determine. The Board may make such determination by the adoption of an annual calendar setting forth the usual date, time and place of such regular monthly meeting. Notice of regular meetings of the Board shall be posted at the Central Resource Library, the County Administration Building, on the Library website, and provided in writing a reasonable time in advance of the meeting, to members of the print and electronic media, and to other persons or organizations that request such notice pursuant to the Kansas Open Meetings Act.
- b. The Board will accept citizen comments at each monthly regular Board meeting, which is an opportunity for citizens to speak directly to the Board on matters pertaining to the Library. Speakers are given an opportunity of two minutes to speak and are requested to provide their name and city of residence. A citizen must provide their address for the record if that citizen seeks further engagement or follow-up by the Library on an item addressed in their citizen comment. Citizens may speak in person or may submit a written comment. To speak in person, the citizen must indicate their attendance before the meeting starts on a citizen comment sign-in sheet located in the meeting room. Additionally, Citizens are encouraged to communicate with Library staff before the meeting date about their intention to give citizen comment or speak on an item that appears on the agenda. Written comments will be made part of the record with no obligation to be read aloud at the meeting. Citizen comments will last no more than 30 minutes in total, unless otherwise provided by a vote of the majority of the Board. The Board Chair

	will determine the follow-up needed to citizen comments, if any, in consultation with the County Librarian.
Changes	c. The date, place, or time of a particular meeting may be changed by the affirmative vote of a majority of the directors present and voting at the regular meeting prior to the meeting affected.
Special Meetings	d. Special meetings may be called by the chair or upon written request of a majority of the Directors. Written notice stating the date, place and time of any such special meeting and the purpose for which the same is called shall, unless waived, be given to each Director at least five days in advance of such meeting, and no business other than that stated in the notice shall be transacted at such meeting. Notices of such special meetings shall be given in the same manner as notices of regular Board meetings; provided, however, that notices to Directors may be given by U.S. mail, telephone, facsimile, or electronic mail.
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Library revenue and expense information with budget comparisons and with narrative describing important changes and major variations, County Librarian report on important developments in the Library.

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- f. The duties of the treasurer are set forth in K.S.A. 12-1226, but the treasurer may be assisted by staff in performing those duties.

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- g. This Board expects that Directors regularly and consistently attend Board meetings to ensure the continuity of Library activities by having a quorum at Board meetings. Four absences from regular Board meetings during a 12-month period by a Director is cause for the Board chair to informally communicate such Director's attendance record to the Director's appointing member of the Board of County Commissioners. Provided, however, the Board acknowledges (a) the Board of County Commissioners adopted Resolution No. 106-81, which states that the unexcused absence of an appointed Board member from three (3) consecutive meetings of that Board will be construed as a resignation from the Board, at which time the chair will give notice to the Board of County Commissioners, and (b) the authority for appointment or removal of the Directors resides with the Board of County Commissioners in accordance with K.S.A 12-1222.

Vacancies

- h. Vacancies on the Board shall be filled by appointment for the unexpired term in accordance with K.S.A. 12-1222. The chair shall notify the Board of County Commissioners whenever a Board vacancy occurs

COMMITTEES

Standing and Special Committees

III. COMMITTEES

Standing and special committees, as appropriate, made up of Board and non-Board members, may be appointed by the chair with the approval of the Board, for the study and investigation of special problems, or in connection with any of the Board's powers and duties set forth in K.S.A. 12-1223 or 12-1225.

QUORUM

IV. QUORUM

Formula

A quorum for the transaction of business shall consist of four members of the Board.

COUNTY LIBRARIAN

County Librarian's Duties

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The County Librarian is the executive officer of the Library and shall have sole charge of administration of the Library under the direction and review of the Board. The County Librarian shall be held responsible for the care of the buildings and equipment, for the direction of the Staff, for the efficiency of the Library's service to the public, and for the operation of the Library under the financial conditions set forth in the annual budget. The County Librarian shall attend all Board meetings, except for excused absences or those discussing the appointment or salary of the County Librarian.

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August 8, 2024

ARM 10-50-10

End

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APPENDIX

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Briefing Sheet

To: Johnson County Library Board of Directors
From: Tricia Suellentrop
Date: August 8, 2024
Re: Action Item: Budget Review Committee

Issue: The Library Board shall annually establish a Library Budget Review Committee ("Committee"). The Library Board Chair shall, subject to the approval of the Library Board, propose three Library Board members to compose the Committee membership. The Committee shall meet at designated times to review budget issues in accordance with this regulation.

Suggested Motion: I move to form the Budget Review Committee with the following Board Members; Board Vice Chair, Anna Van Ophem, Board Treasurer Jeffrey Mendoza, and Board Member David Sims.

Background: The Committee set forth in ARM 10-70-10 has authority only to review the budget. Committee members may comment at Library Board meetings on the budget and new spending proposals learned from participation in the Committee.

The Committee shall review only new spending. The Committee shall review five categories of new spending proposals as follows:

- New positions;
- New programs;
- Significant increases in spending;
- Any deletions or cuts in the Library budget; and
- Capital Improvement Plan proposals.

The Committee shall meet on four occasions over four months: October, November, and December, and again for the fourth meeting upon receiving the "balanced budget" summary from the Johnson County Manager's Office. The Committee shall adjust the timing of its meetings, as necessary, should the Johnson County Board of County Commissioners ("BOCC") and the Johnson County Manager's Office make procedural changes to the budget process.

Analysis: The Library Board Chair shall, subject to the approval of the Library Board, propose three Library Board members to compose the Committee membership.

Funding Overview: N/A

Alternatives: The Library Board could approve a Budget Committee made up of different Library Board Members.

Recommendation: To form the Budget Review Committee which should consist of no more than three (3) Board Members.

Purchasing Review: N/A

Budget Review: The Library Budget Committee will be reviewing the FY 2026 Library Budget proposal.

Legal Review: Formation of this committee which should consist of no more than three (3) Board Members has been approved by legal counsel.

Briefing Sheet

To: Library Board of Directors

From: Tricia Suellentrop, County Librarian

Date: August 8, 2024

Re: Consideration of CBRE as future broker for possible disposal of Antioch Library property.

Issue: Consideration of CBRE as future broker for possible disposal of Antioch Library property.

Suggested Motion: None required at this time as this for future consideration purposes.

Background: In August of 2023 worked with Financial Management and Administration (FMA) Purchasing Division to open a Request for Proposal (RFP) for real estate brokerage services for Johnson County Library. Through that competitive proposal process there were three real estate brokerage firms interviewed and CBRE Advisory & Transaction Services was selected.

At the January 11, 2024, Library Board Meeting a contract with CBRE Advisory & Transaction Services was entered into specifically for the sale of the former Lackman Library facility.

The RFP that was used for selecting CBRE had the former Lackman Library facility as the primary purpose for obtaining real estate brokerage services with potential future use for possible other Library property disposal processes being an option.

Analysis: The Library is very pleased with how the process went with CBRE in finding a suitable group of interested parties and the competitive bidding process that ended with a successful purchase of the former Lackman Library property. That transaction officially closed on July 23, 2024, with the new owners of the property taking possession of Lackman.

If the Library Board should decide to dispose of the former Antioch Library property, Library staff would recommend consideration of use of CBRE based on how well the process went with the Lackman Library Sale. Library staff is willing to work with CBRE to do commercial real estate assessments and prepare a property analysis if the Library Board is interested in having more information on the former Antioch Library property and the associated adjacent properties that the Library Board currently owns in Merriam, Kansas.

Funding Overview: There is no current funding impacts associated with this as this is just consideration of future action.

Alternatives: The Library Board has other possible considerations for the Antioch Property and might choose another path with regards to these currently vacant properties that might not include disposal.

Recommendation: This is being presented for information only at this time.

Briefing Sheet

To: Library Board of Directors

From: Tricia Suellentrop, County Librarian

Date: August 8, 2024

Re: Consideration of Memorandum of Understanding (MOU) with Department of Health and Environment for Participation on a Grant for Adding Electric Vehicle Charging Stations.

Issue: Consideration of the Library's participation in a Memorandum of Understanding (MOU) with the Johnson County Department of Health and Environment on a Grant for Adding Electric Vehicle Charging Stations.

Suggested Motion: None required at this time as this is for future consideration purposes.

Background: The Johnson County Department of Health and Environment (DHE) have pursued the acceptance of a grant award administered by the Federal Highway Administration and distributed through the Kansas Department of Transportation (KDOT) and the Mid-America Regional Council (MARC) to provide electric vehicle infrastructure to the community. DHE has reached out to the Library to be a community partner in this grant endeavor and have electric vehicle charging stations added to several Library branch locations.

Analysis: The Library's participation in this grant endeavor would come by way of a Memorandum of Understanding (MOU) that DHE is working on. A draft of this MOU went before the Board of County Commissioners (BOCC) on August 1 as support documentation so that the BOCC could vote on moving forward with acceptance of the grant. The BOCC voted to move forward with acceptance of the grant 6-1. The MOU is not finalized, and we plan to bring it back to the Library Board for future consideration.

As part of the grant, any partner (including the Library) would be responsible for paying 20% of the cost for each charging station's construction and a 1% fee to MARC; the grant would pay the other 80% of the cost of construction. In addition, the Library would be responsible for the on-going operating and maintenance costs associated with these stations as the grant is only responsible for construction of the station.

The Library is still discussing how many locations with DHE and the current conversation has this being at most 6 charging stations and several branch locations.

Funding Overview: The average cost for an electrical charging station runs around \$98,000 so a 20% match would be approximately \$19,600 per charging station. The expectation would be the 20% match would come from Library's Operating Fund in 2024. We anticipate between 4 and 6 stations to be placed on Library properties for a total cost of approximately \$100,000. Final costs would come to the Library Board with the finalized MOU.

Alternatives: The Library Board could decide not to participate in this grant or choose to build fewer electric charging stations than what DHE is recommending.

Recommendation: This is being presented for information only at this time. We will bring the MOU back for consideration in a future meeting.

To: Johnson County Library Board of Directors
From: Anna van Ophem, Board Vice Chair
Date: August 11, 2024
Re: Informational Item: County Librarian Appraisal Review Committee Updates

Issue: The Library Board shall annually establish a County Librarian Appraisal Review Committee ("Personnel Committee"). The Library Board Chair shall appoint all committee members, subject to the approval of the Library Board.

Suggested Motion: This item is being presented to the Library Board for information purposes this month.

Background: The Personnel Committee set forth in ARM 10-50-10 has authority only to review the annual performance of the County Librarian, who is hired by the Library Board. The vice chair heads the annual performance evaluation process of the County Librarian, and works with the Personnel Committee, if any, appointed by the chair.

The Personnel Committee is appointed at the October Board Meeting, attends meetings to determine desired process and survey questions, and meets to discuss results of survey prior to presenting a recommendation to the Library Board in Executive Session no later than the November Board Meeting.

The Personnel Committee works with the Library Human Resource partner to determine the personnel review questions as well as the stakeholder group who receive the review survey.

Analysis: The Library Board Chair shall, subject to the approval of the Library Board, appoint two Library Board members in addition to the Vice Chair to compose the Personnel Committee.

Recommendation: To review and update the annual performance review process and survey questions. Anticipate having an Executive Session during the September Board Meeting for Board to review proposed updates.

Legal Review: No legal review needed.

To: Johnson County Library Board of Directors
From: Tricia Suellentrop
Date: August 8, 2024
Re: Informational Item: Bibliocommons Purchasing Authority

Issue: The Library is looking to amend our existing contract with Bibliocommons, our online Library Catalog and Events platform, to include additional web services BiblioWeb and BiblioLanguages. The collective amount of both the new and existing services will take the contract with Bibliocommons over the purchasing threshold of \$150,000, which necessitates the Library Board's authorization of the expenditure on the proposed additional services.

Suggested Motion: No motion at this time, as this is being presented for informational purposes and planned to be brought back as an action item in September.

Background: With an estimated 7,000,000 visits annually, Johnson County Library's public-facing website, jocolibrary.org, is a critical channel for the community to access Library information and resources. The website and a handful of ancillary web properties are maintained and hosted in-house by a small team of communications and IT staff, supported by County's Department of Technology and Innovation (DTI) and external vendors. Industry best practices recommend a full website redesign every two to five years; aside from minor layout improvements and design tweaks to individual pages, it has been nearly a decade (2015) since we last looked at information architecture and user experience. In addition, the existing content management system is clunky and time-consuming to develop and maintain, and in-house servers present cybersecurity risks. The implementation of the staff organizational redesign also has forced significant changes in staff workflows. In the first half of 2024 a team from the Library's Communications and IT departments reviewed existing and alternate content management systems (web platforms) against a list of present-day website requirements and best practices, with a focus on security and accessibility.

Analysis: The cloud-based solution provided by Bibliocommons, our existing vendor for the Library's online Library catalog and events platform, would provide a better overall user experience through the seamless integration of the catalog and web resources, provide efficiencies in staff workflows and content development, and meet modern security and accessibility protocols. While we would add an annual subscription cost with this solution, outsourcing web backend and server maintenance would free up IT and communication staff time for other projects and innovations and require less support from external vendors. The Library is also exploring the addition of BiblioLanguages, an added feature for the catalog which would allow for automatic translation of the catalog and app into multiple languages, increasing accessibility and community engagement.

Funding Overview: The existing contract with Bibliocommons is \$112,065.34 annually. The addition of BiblioWeb services would be an additional \$75,240.99 annually. This fee is based on the population of the Library service area. This would take the total annual contract with Bibliocommons to \$187,306.33. There would be an additional amount to this contract if BiblioLanguages is also included, estimated at \$18,000 annually for a total subscription cost of \$205,306.33.

The first year would also include a separate, one-time implementation fee of \$33,274.00; this fee is for Bibliocommons to build out the site.

- Potential 2024-2025 contract total (Catalog, Events, Web, Lanugages and implementation fee): \$238,580.33
- Potential 2025-2026 contract total (Catalog, Events, Web, Langages): \$205,306.33

Alternatives: Not authorize the spend on additional services; the contract with Bibliocommons will remain as is and an alternate content management system will need to be selected.

Recommendation: Formal recommendation will be made in September.

Purchasing Review: Though adding the service(s) will take the existing contract over the \$150,000 purchasing threshold, County Purchasing has reviewed and determined that County Purchasing approval is not necessary since it is an amendment to an existing contract. Library Board authorization, once obtained, would need to be provided at the time of entering the purchase requisition.

Budget Review: The additional service(s) would be covered within existing Communications and IT budgets.

Legal Review: Legal review of amendments to the existing contract with Bibliocommons would occur after Library Board authorization.

BiblioWeb Overview

August 2024



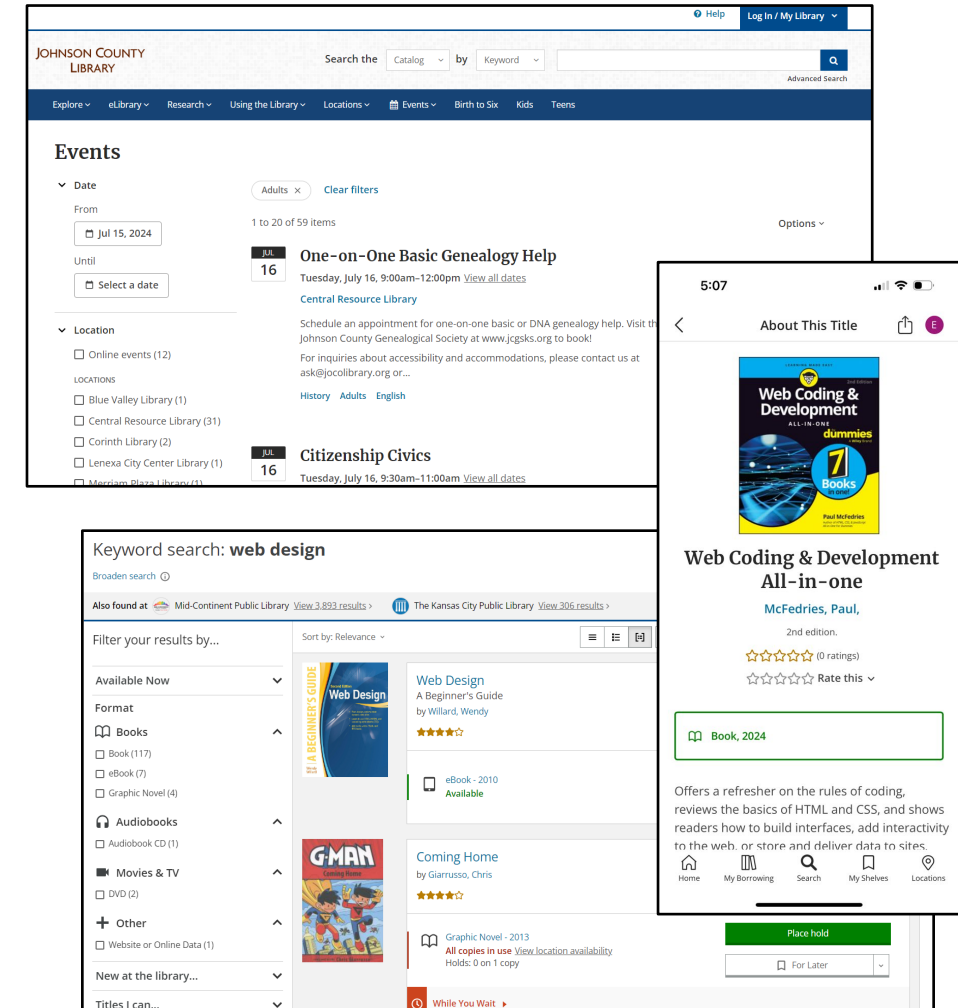
Current Environment

- **Public website (jocolibrary.org) last redesigned in 2015**
 - Current Content Management System (CMS): Drupal
 - 2023 estimated website visits: 7,000,000
- **Challenges:**
 - Staff capacity/organizational redesign
 - Server security
 - User experience



Bibliocommons

- Online catalog since 2010, added BiblioEvents platform in 2020.
- **Current BiblioCore subscription:**
 - *Discovery layer*: smart search of Library catalog records, account management, lists and reviews, community features
 - *Events calendar*: event discovery and registration for patrons, event creation and management tools for staff
 - *Mobile app*: same features as above, available on iOS and Android
- 2023 patron surveys revealed most patrons do not differentiate between our catalog and website.



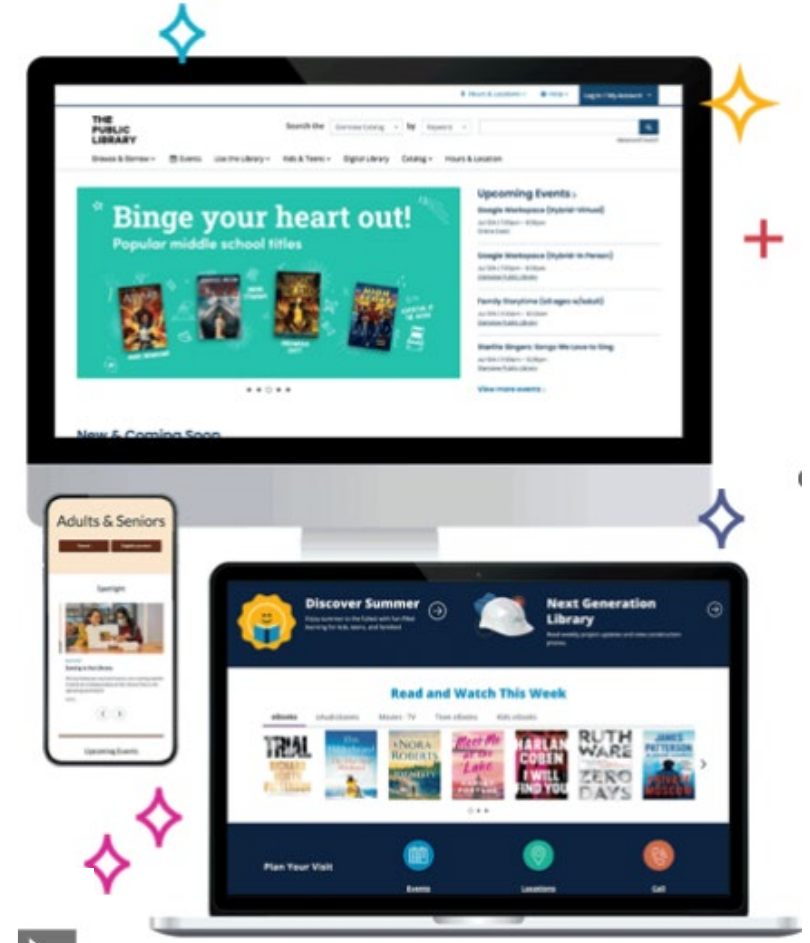
CMS Review Process

- **Review process occurred January-June 2024**
 - IT staff: Lead Programmer, Web Interface Designer
 - Communications staff: Marketing & Communications Manager, Web Content Developers (2)
 - Materials Handling staff: Digital Access & Cataloging Specialist
- **Options reviewed:**
 - Drupal (existing structure)
 - Headless (separate frontend presentation layer and backend content management system (CMS))
 - BiblioWeb
- **Process used:**
 - Six review meetings
 - Comparative matrix analysis



BiblioWeb Benefits

- **Seamless user experience** between catalog and website.
- **Greater potential** for discovery of materials.
- **Lowered site maintenance requirements:**
 - *Content*: repurpose-able content modules across the site, streamlined contributor levels, template set up means developer time can be spent on design and innovation rather than functionality.
 - *Security*: security updates/upgrades done by Bibliocommons, decreased network vulnerability due to offsite server.
 - *Accessibility*: Bibliocommons assumes some responsibility for current Web Content Accessibility Guidelines (WCAG) compliance.



Implementation

- **Review process:**
 - Purchasing review complete
 - Security review underway (internal and County)
 - Library Board review: Informational presentation Aug., vote Sept.
 - Legal review of contract amendments with Library legal counsel forthcoming
- **Potential timeline**
 - *Sept./Oct. 2024:* Anticipated completion of reviews
 - *Oct. 2024:* Contract amendment signed
 - *Nov. 2024:* Stakeholder interviews
 - *Dec. 2024-Jan. 2025:* Bibliocommons develops wireframe.
 - *Jan.-July 2025:* Content migration, user testing. Maintenance continues on current Drupal site.
 - *Aug. 2025:* Marketing campaign launches. BiblioWeb site goes live, Drupal site unpublished.

