

JOHNSON COUNTY LIBRARY

BOARD REPORT

JULY 10, 2014

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

AGENDA

JOHNSON COUNTY LIBRARY BOARD OF DIRECTORS
REGULAR MEETING, JULY 10, 2014
CENTRAL RESOURCE LIBRARY
4:00 P.M.

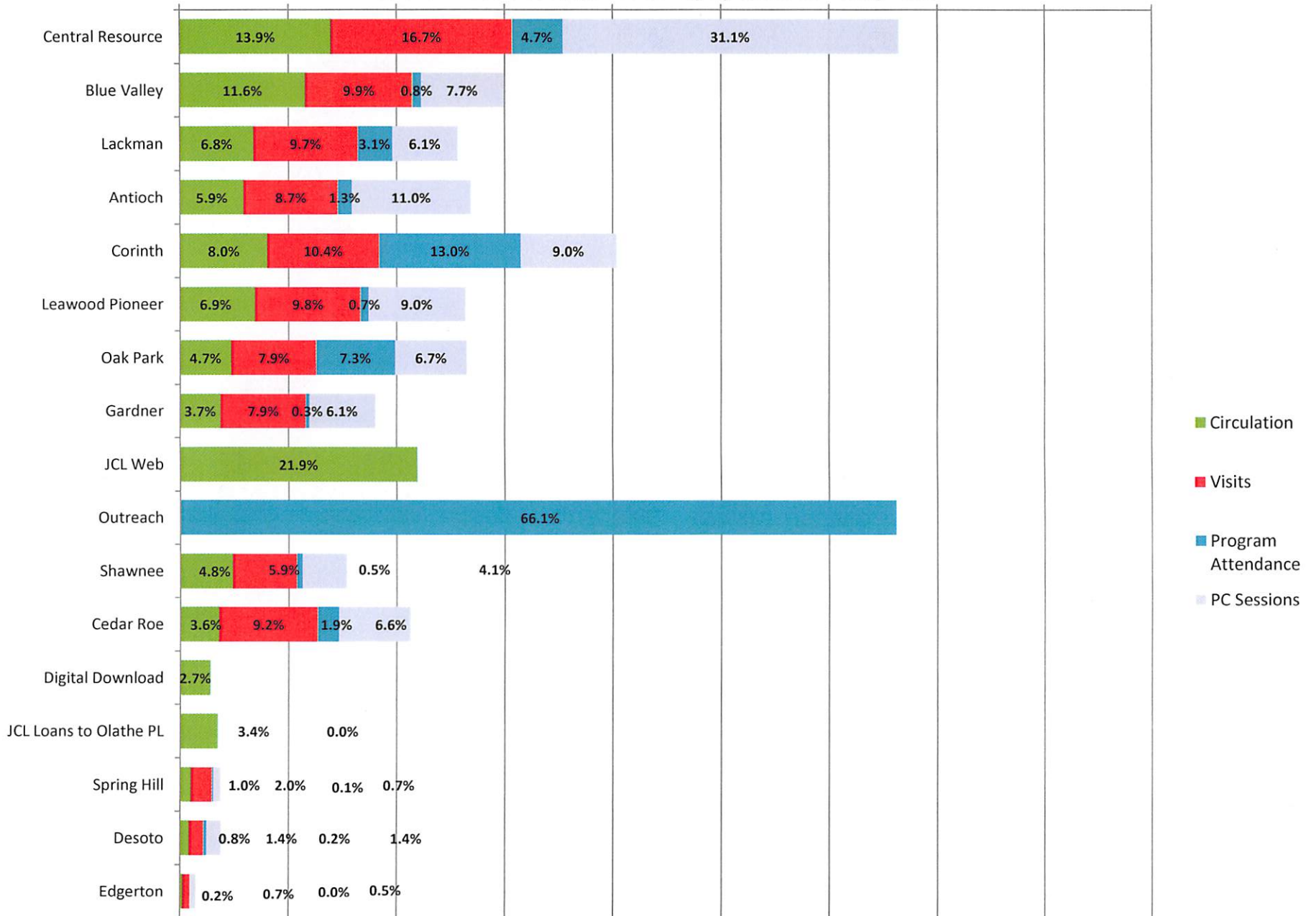
- I. Call to Order
- II. Citizen Comments
- III. Remarks
 - A. Members of the Johnson County Library Board of Directors
 - B. Nancy Hupp, Board Chair
 - C. Rebecca Phillips, Friends of the Library
 - D. Susan Mong, Executive Director, Johnson County Library Foundation
 - E. Jason Osterhaus, Liaison, Board of County Commissioners
- IV. Reports
 - A. Board Counsel – Fred Logan
 - 1. “Open Carry” Rules and Signage
 - B. County Librarian Report
 - 1. OrangeBoy presentation presented by Matt Sapp
 - 2. Central Building Schematic Design presented by Rick Wise
 - 3. Alcohol exemption request for the Central Resource Library, Sean Casserley
- V. Consent Agenda
 - A. Action Items:
 - 1. Minutes of June 12, 2014 Board meeting.....9
 - B. Information Items
 - 1. Summary of New and/or Renewed Contracts.....16
 - 2. Financial and Personnel
 - a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for May 2014 were handled in accordance with library and County policy.
 - b) The May 2014 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.....18

VI. Document Signing

VII. Executive Session

VIII. Adjournment

**Johnson County Library
Touch Points Percentage of Activity by Location --May 2014**



Johnson County Library
OFFICIAL CIRCULATION BY LOCATION

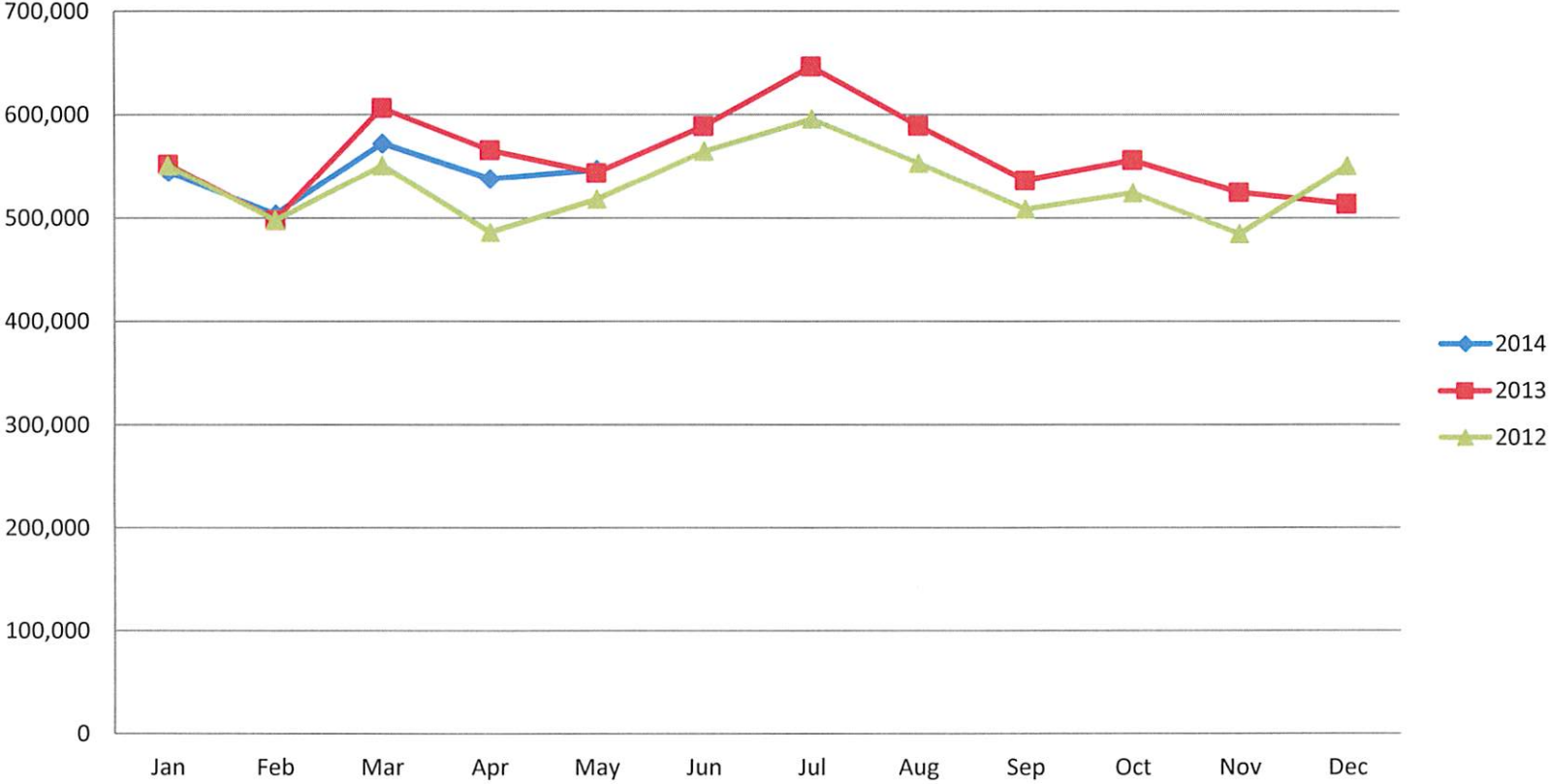
May 2014

Location	Official Circulation										
	Current Month 2014				Current Month 2013				Percentage Change 2013 to 2014		
	Month		Yr-to-Dt Circulation	Previous Twelve Months	Month		Previous Twelve Months	2013 to 2014			
	Number (inc. ILL)	Percent of System Total			Number (inc. ILL)	Percent of System Total		Yr-to-Dt Circulation	Month	Yr-to-Dt	Previous 12 mos.
Antioch	32,044	5.9%	152,540	372,270	31,496	5.8%	153,909	377,411	1.7%	-0.9%	-1.4%
Blue Valley	63,329	11.6%	316,096	782,579	63,425	11.7%	314,643	778,570	-0.2%	0.5%	0.5%
Cedar Roe	19,468	3.6%	95,823	246,840	19,864	3.7%	95,989	230,208	-2.0%	-0.2%	7.2%
Central Resource	76,240	13.9%	379,738	938,080	77,129	14.2%	370,863	902,478	-1.2%	2.4%	3.9%
Corinth	43,954	8.0%	212,763	522,301	44,338	8.2%	218,097	523,440	-0.9%	-2.4%	-0.2%
Desoto	4,442	0.8%	20,723	52,816	3,790	0.7%	19,133	49,576	17.2%	8.3%	6.5%
Edgerton	1,221	0.2%	6,125	16,943	1,683	0.3%	6,969	16,807	-27.5%	-12.1%	0.8%
Gardner	20,285	3.7%	96,995	239,565	19,848	3.7%	99,349	251,342	2.2%	-2.4%	-4.7%
Lackman	37,020	6.8%	172,027	426,991	38,014	7.0%	184,045	445,954	-2.6%	-6.5%	-4.3%
Leawood Pioneer	37,689	6.9%	186,847	467,065	38,183	7.0%	188,397	472,366	-1.3%	-0.8%	-1.1%
Oak Park	25,643	4.7%	127,563	315,306	26,788	4.9%	129,075	324,416	-4.3%	-1.2%	-2.8%
Shawnee	26,370	4.8%	123,517	303,986	25,017	4.6%	123,394	303,627	5.4%	0.1%	0.1%
Spring Hill	5,363	1.0%	26,011	68,724	6,112	1.1%	29,825	68,591	-14.0%	-12.8%	0.2%
JCL Web Renewals	119,690	21.9%	616,338	1,481,895	116,858	21.5%	664,267	1,485,682	2.4%	-7.2%	-0.3%
Digital Downloads*	15,029	2.7%	73,381	328,778	10,899	2.0%	35,799	35,799	37.9%	105.0%	818.4%
JCL Loans to Olathe PL	18,788	3.4%	97,343	240,855	20,244	3.7%	101,573	250,285	-7.2%	-4.2%	-3.8%
JCL Branch Total	316,828	58.0%	1,537,030	3,815,386	318,558	58.6%	1,562,825	3,842,308	-0.5%	-1.7%	-0.7%
JCL Brances and Central	393,068	71.9%	1,916,768	4,753,466	395,687	72.8%	1,933,688	4,744,786	-0.7%	-0.9%	0.2%
JCL SYSTEM TOTAL	546,575	100.0%	2,703,830	6,659,396	543,688	100.0%	2,735,327	6,516,552	0.5%	-1.2%	2.2%

Average Circulation per Capita			
	2014	2013	2012
Current Month	15.2	15.4	14.7
Year-to-Date	6.3	6.5	6.2
Service Area Population	431,000	422,500	422,500

*This is a new category of ciruclation. It currently includes Axis360 ebook checkouts and Freegal track downloads.

Johnson County Library Three-Year Trend in Circulation



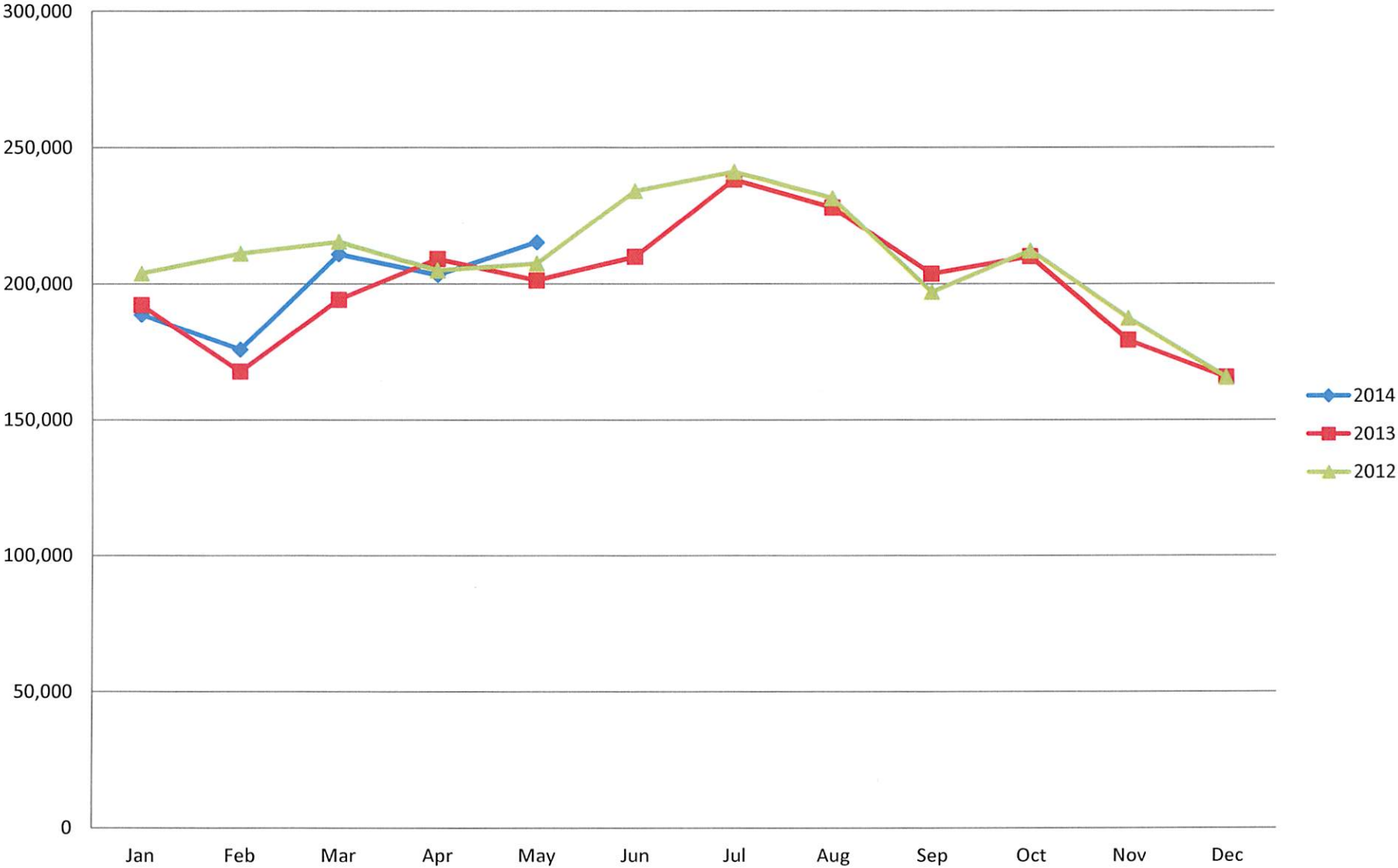
Johnson County Library
USER VISITS

May 2014

Location	Current Month 2014								Current Month 2013				Percent Change 2013 to 2014		
	Total Visits	% of Total Visits	Yr-to-Dt Visits	Previous Twelve Months	Visits per Hr		Circulations per Visit		Total Visits	% of Total Visits	Yr-to-Dt Visits	Previous Twelve Months	For Month	For Yr-to-Dt	Previous 12 Months
					Hours Open	Visits per Hour	Circulation	Circ per Visit							
Antioch	18,762	8.7%	96,789	238,802	268	70	32,044	1.7	19,466	9.7%	97,988	244,426	-3.6%	-1.2%	-2.3%
Blue Valley	21,290	9.9%	119,293	304,833	268	79	63,329	3.0	25,854	12.8%	125,648	305,972	-17.7%	-5.1%	-0.4%
Cedar Roe	19,710	9.2%	56,665	123,267	236	84	19,468	1.0	9,378	4.7%	43,426	104,125	110.2%	30.5%	18.4%
Central Resource	36,040	16.7%	184,435	452,809	289	125	76,240	2.1	38,602	19.2%	158,411	459,517	-6.6%	16.4%	-1.5%
Corinth	22,306	10.4%	105,253	261,954	268	83	43,954	2.0	21,276	10.6%	123,756	258,703	4.8%	-15.0%	1.3%
DeSoto	2,866	1.3%	13,125	34,136	159	18	4,442	1.5	2,947	1.5%	32,492	31,652	-2.7%	-59.6%	7.8%
Edgerton	1,506	0.7%	4,744	9,386	115	13	1,221	0.8	647	0.3%	4,951	6,959	132.8%	-4.2%	34.9%
Gardner	16,998	7.9%	57,073	128,431	256	26	20,285	1.2	11,650	5.8%	38,674	130,254	45.9%	47.6%	-1.4%
Lackman	20,781	9.7%	103,340	221,870	256	81	37,020	1.8	18,385	9.1%	89,131	228,650	13.0%	15.9%	-3.0%
Leawood Pioneer	21,036	9.8%	99,846	256,255	256	82	37,689	1.8	21,457	10.7%	104,657	277,947	-2.0%	-4.6%	-7.8%
Oak Park	16,937	7.9%	86,426	215,903	256	66	25,643	1.5	15,031	7.5%	86,881	212,329	12.7%	-0.5%	1.7%
Shawnee	12,754	5.9%	47,933	128,763	256	50	26,370	2.1	11,974	5.9%	57,214	143,617	6.5%	-16.2%	-10.3%
Spring Hill	4,201	2.0%	18,816	52,081	143	29	5,363	1.3	4,638	2.3%	27,845	51,398	-9.4%	-32.4%	1.3%
Branch Total	179,147	83.3%	809,301	1,975,681	2,737	65	316,829	1.8	162,703	80.8%	795,671	1,995,031	10.1%	1.7%	-1.0%
SYSTEM TOTAL	215,187	100.0%	993,736	2,428,492	3,026	71	393,068	1.8	201,305	100%	985,659	2,454,548	6.9%	0.8%	-1.1%

	2014	2013	2012
Average Visits per Capita for Current Month:	6.0	5.7	6.0
Average Visits per Capita for Year-to- Date:	5.5	5.6	5.9
Service Area Pop.:	431,000	422,500	422,500

Johnson County Library Three-Year Trend in Library Visits



**MINUTES JOHNSON COUNTY LIBRARY BOARD
REGULAR MEETING
THURSDAY,
June 12, 2014
4:00 p.m.
Central Resource Library**

BOARD: Nancy Hupp, John Nelson, Emmanuel Obi, Neil Shortlidge, Mitra Templin,
Absent: Pam Robinson, Amy Ruo

BOARD ATTORNEY: Fred Logan

BOCC: Commissioner Osterhaus

FRIENDS OF THE LIBRARY: Marsha Bennett

STAFF: Michelle Beesley, Barbara Brand, Sean Casserley, Kim Gile, Hope Harms, Mike Heffernan, John Helling, Linda King, Maryann Kislovsky, Jamal Lang, Daniel McCormick, Susan Mong, Meredith Nelson, Nicki Neufeld, Michelle Olsen, Christine Peterson, Matt Sapp, Michaela Scruggs, Scott Sime, Kari Sime, Robyn Smith, Tricia Suellentrop, Terry Velasquez, Ellen Welch

GUESTS: Ava Christie, Lauren Hays, Sheri McNeil, Ross Merritt, Maddie Roberts, Rick Wise, Georgia Sizemore

Nancy Hupp called the meeting to order at 4:00 p.m.

Citizen comments: There were none.

BOARD OF DIRECTORS COMMENTS

John Nelson noted that he would like to propose a correction to the May minutes. In the second paragraph on page 13 of the board packet the minutes say: *Mr. Nelson requested clarification on the proposed option 3 within the SFMP and asked if it would affect existing facilities.* Mr. Nelson requested the minutes reflect he asked if the motion meant we were approving the central library renovation project and that Mr. Casserley responded no.

Ms. Hupp stated that a motion would be made to make the correction later in the meeting.

Ms. Hupp commented that she and Mr. Casserley met with the mayor of Lenexa, city manager of Lenexa and representatives of PGAV architectural firm to learn about their proposal and plans for the Lenexa city center. The meeting was led by the City of Lenexa and PGAV; Ms. Hupp and Mr. Casserley attended only to listen.

Ms. Hupp is working with Bradley Debrick, Early Literacy Coordinating Librarian, to keep the book shelf at the Shawnee Mission Medical Center book shelf stocked. She has received many comments on how wonderful the access to the books is for people at Shawnee Mission Medical Center.

FRIENDS OF THE LIBRARY

Marsha Bennett reported for the Friends. The Sizzlin' Summer Book Sale is underway with \$11,000 in sales on Preview Night and over \$25,000 on Wednesday. The Friends group is also excited about the possibility of having a used book store at the Central Library as part of the reconfiguration. In response to questions from the Board, Ms. Bennett indicated discussions regarding the possible book store are still in the early stages.

Ms. Bennett is retiring this year after 22 years of service. She stated that it has been an honor to serve the Board of Directors and Friends. She started in her role as Community Relations Coordinator when the campaign for the Central Resource Library started. She believes the library is one of the best places, like apple pie and motherhood, everyone loves the library.

Mr. Casserley thanked Ms. Bennett for her dedication and work, especially for her work with the Friends. She has been a major contributing factor in shaping the Friends of the Library into a strong, active and nationally recognized organization. Her connections to the community have been invaluable. Mr. Casserley expressed his deep appreciation both personally and from the Johnson County Library staff.

JOHNSON COUNTY LIBRARY FOUNDATION

Ms. Mong thanked those who were able to join the Foundation at the donor recognition breakfast at the library. It was a successful event and over 50 were in attendance. Ms. Mong, acknowledged Foundation Board member, Ava Christie, who is an engaging part of the Foundation board.

The Johnson County bar association is supporting the C.A.R.E. program (Court Assisted Reading Encouragement) with a donation of \$500.

The Foundation recently made their annual gift to support the library. \$75,005 from the Foundation's endowment will go to support the library's materials collection. Ms. Mong shared that over the last 6 years the Foundation has given over \$350,000 cumulatively.

The annual audit has been completed and the report will be made soon.

Ms. Mong, Denise Mills, Foundation President, and Becky Epperson, Friends Book Store Manager, will be attending the annual ALA conference in Las Vegas, Nevada. Ms. Mong and Ms. Epperson will be leading a round table discussion on library book sales.

The Foundation has increased the number of corporate partners to eight: Baker University, Henderson Engineers Inc., High Plains Cattle Company, JE Dunn, Logan Logan and Watson LLC., Stinson Leonard Street, UMB Bank, and The Weitz Company.

Pinnacle Sponsors this year include: Hen House Markets, The Friends of the Library, Clark Enerson Partners, Midwest Tape, Stinson Leonard Street and 3M. Ms. Mong expects the list to increase in number as the Pinnacle Awards get closer.

Nominations for the Pinnacle Awards are still open, the deadline is June 27th.

The Tri-Board event is tentatively scheduled for August 7th, 5:30 to 7:00 p.m. The location is still to be determined.

BOARD OF COUNTY COMMISSIONER REPORT

Commissioner Osterhaus commented that the budget presentations had been held and thanked Nancy Hupp and Sean Casserley for their presentation of the library's budget. All of the requests for additional resources (RARs) for the library were granted during the budget hearing.

Ms. Hupp added that she had the opportunity to remind the Board of County Commissioners of the library's mission statement.

BOARD COUNSEL REPORT

Mr. Logan stated that last month the board approved the Memorandum of Understanding (MOU) between Johnson County Library and the Johnson County Facilities Management department. The MOU formalizes the excellent working relationship and has been fully executed and is now in effect. The MOU will be renewable on an annual basis.

COUNTY LIBRARIAN REPORT

Budget Update

Mr. Casserley noted that the budget meetings are an excellent opportunity to present to the BOCC on the operational side of the library and review how a library is different from other recreational and cultural institutions.

The budget hearing went well and the CIP process including the facilities study appears to be moving forward. The budget has not yet been finalized but should be completed by the end of July.

ARM 60-10-50 update

Mr. Casserley presented information on ARM 60-10-50 which will be voted on later in the meeting. ARM 60-10-50 is the policy that deals with the prohibition of smoking.

As smoking technology has evolved, the Library's policy has become less clear concerning devices that deliver nicotine but do not actually produce smoke; commonly known as smokeless vaporizers or e-cigarettes.

We believe they are disruptive in the public space. The state requirement of the distance a person must be from an entry or exit door when smoking has also been clarified to 10 feet. The updated policy has been reviewed by Board Counsel, Fred Logan.

MakerSpace – Desktop CNC

Reference Librarian, Meredith Nelson announced to the Board that Johnson County Library has won a Desktop CNC machine through a giveaway contest by a company called Inventables. The Desktop CNC is a router attached to a computer and cuts material out of wood, plastic or light metal. It is possible to make engravings or cut acrylics. The machine will be in the MakerSpace and available for patron use.

The retail value of the machine is \$700. There will also be a build party when the machine is put together that will be filmed for the website. Inventables will also be providing materials for Johnson County Library to hold a demonstration party so the capabilities can be shown to the public.

Mr. Casserley requested an update on the Urban Library Council (ULC) and the White House Maker Faire. Ms. Nelson elaborated that the White House is holding their own Maker Faire and Johnson County Library was contacted by ULC for success stories and for Mason Wilde's contact information. Mason is the young man who built a prosthetic hand for a neighbor friend using the 3D printer in the MakerSpace. Mason will be presenting at the White House.

Mr. Casserley thanked Ms. Nelson for her high-profile and excellent work. The Board noted the possibility of more publicity for the MakerSpace and Johnson County Library.

Summer Reading update

Youth Services Manager, Barbara Brand gave a presentation on the Summer Reading program, which is funded and supported by the Friends of the Library.

The summer reading program is in the third week and it is available online for adults, teens and children. This year's theme is *Fizz, Boom, Read*. The goal of summer reading is to have fun and prevent the "summer-slide". There are print logs available at the branches for kids and the online version can be found at: www.jocolibrary.org/summerreading.

Ms. Brand gave board members a code to obtain a JCL Board badge online. The badge movement is a popular way to show achievements.

Last summer over 14,000 people participated in summer reading and over 2,000 participated online. This year over 8,000 children have started paper reading logs and 1,600 have participated online. We are currently outpacing participation numbers from last year.

This summer over 300 programs have been planned for teens and children, including *Bring Your Own Fandom*. The Mill Creek Activity Center is a popular location for story times and over 100 children and caregivers joined us the first week.

The MakerSpace has been traveling to other locations through the Mobile MakerSpace program utilizing the courier van.

Johnson County Library, KMBC and Mid-Continent Library are collaborating on promoting a *Read Together* theme, encouraging people to read together.

Mr. Casserley inquired about the Battle Bunny program.

Ms. Brand explained that *Battle Bunny* is a children's book about a little boy who is given a sweet book about a bunny in the forest and with a pen creatively turns it into "Battle Bunny".

Youth Services Librarian, Chris Koppenhaver launched a program for kids to make their own *Battle Bunny* - style changes to a book. The successful program drew participation from over 60 children and 21 adults. The idea behind the program is that a child can be an author or a creator.

Central Building Upgrade Presentation

Rick Wise with Clark Enersen Partners gave a presentation on the Central Resource Library upgrade and renovation project. The reconfiguration for space is being developed and takes into account branch and system wide functions, adjacencies, infrastructure and service points. 6500 additional square feet is needed. Additional meetings with library staff and stakeholders, including the Friends of the Library and Johnson County Genealogical Society, will take place to finalize the space summary.

The budget for the project is \$3.5 million. Clark Enersen went through a process of prioritization with the Johnson County Library Administrative Team. Priorities were: 1. Infrastructure 2. Public Space 3. Material Flow and 4. Staff Space.

The design process will begin in June and more meetings are planned with staff. A construction manager will be hired, who will help develop a schedule. The current timeline is for construction to begin the first quarter of 2015 with completion of the project in the 4th quarter of 2015.

In response to questions from Mr. Obi, Mr. Wise explained that the outside dock areas are being reviewed to improve congestion. Parking overall will be reviewed to make sure city codes are being followed. Renovation of the outside of the building is not currently included in the project due to the budget constraints.

Ms. Templin inquired if it is possible to budget more to the project if during the meeting process it is determined more work to the building is necessary. Mr. Casserley responded that the library can only absorb 4.5 million of debt for the project and the administrative team had to prioritize. A phase II or phase III of the project may be possible in the future. The increase of ad valorem and related revenue increase may also provide flexibility for more to be included in the project if needed. A phase II or phase III of the Central Building project could also be included in the facilities master plan if it was determined to best fill a strategic need.

Ms. Templin asked if the Strategic Facility Master Plan will be presented in 2015, will we will go ahead with the 3.5 million dollar renovation of the Central Resource building with the possibility that Central is not a strategically placed location?

Mr. Casserley responded that the future is unknown and we are close to receiving approval for the study. If the study is approved we may ask to increase property taxes or put the library project on the ballot. Of the 3.5 million dollar budget, 1.5 million is mechanical, including improvements to the roof and HVAC. Keeping the building in good repair is the best path for us to take and will provide us with the most opportunity in the long-term either for staying in the building or selling the property.

Central Building Plan update

Scott Sime and Kim Gile presented on the Central Building upgrade.

Over the last month the administrative team participated in several charette meeting. The charette is an intense period of design planning. The administrative team considered options for building layout and space proximities.

The programming phase has been completed and the project is now moving into the design document phase.

Next Steps will include:

- Revisiting with the programming groups to understand more granular workspace detail and what they need out of the building design.
- Continue reporting back to staff regarding project progress
- Schematic Design – develop a solid building layout.

An audience member asked if alternative energy resources have been considered in this project. Georgia Sizemore with Facilities responded that renewable resources are not currently included in the project because of the constraint of the budget.

In response to a question regarding design build from Mr. Obi, Ms. Sizemore responded that for this project design build is not being used. In her opinion design build is best used when there is flexibility in the solution. We have decided to hire a construction manager at risk early to get them involved in the phasing and pricing.

Mr. Casserley added that Kansas City Kansas Public Library Argentine branch was a design build and that path was considered. However to get the best result the most economically this was determined to be the best option.

Mr. Logan included that design build has not been used for the library in the past.

CONSENT AGENDA

Mr. Nelson requested the following correction to the second paragraph on page 13 of the minutes: Mr. Nelson asked if the approval of the strategic facilities plan meant that the Board was also approving the Central Library Project. Mr. Casserley responded that it did not.

This question was in addition to his question regarding clarification of the three options.

MOTION: Neil Shortlidge moved to approve the consent agenda as amended.

SECONDED: Mitra Templin **MOTION CARRIED UNANIMOUSLY**

NEW BUSINESS

Consideration of update to ARM 60-10-50, Smoking Prohibition

Mr. Casserley discussed the proposed update to ARM 60-10-50 earlier in the meeting. He presented the document with the proposed changes to the Board and read the section with the proposed changes.

Smoking/tobacco use, including but not limited to cigarettes, cigars, pipes, smokeless or chewing tobacco, electronic cigarettes, personal vaporizers that dispense nicotine, and electronic nicotine delivery systems generally, is prohibited inside all Johnson County Library facilities, including all public, work, staff lounge, and warehouse areas. Smoking/tobacco use is additionally prohibited at any location within 10 feet of a Johnson County Library facility entry or exit door. Smoking/tobacco use is also prohibited in library vehicles.

Mr. Casserley stated that the review date has also been updated.

MOTION: Mitra Templin moved that the Board affirm updates to ARM 60-10-50

SECONDED: John Nelson

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

MOTION: Mitra Templin

SECONDED: John Nelson

MOTION CARRIED UNANIMOUSLY

Adjourned at 4:58 p.m.

DATE _____

SECRETARY _____

Amy Ruo

CHAIRMAN _____

Nancy Hupp

SIGNED _____

Sean Casserley, County Librarian

JOHNSON COUNTY LIBRARY

SUMMARY OF NEW AND/OR
RENEWED CONTRACTS
May 2014

VENDOR	DESCRIPTION	AMOUNT
IndieFlix	IndieFlix database license	\$10,000
Kansas Library Express Courier Service	Interlibrary Courier Service	\$900.00
Overland Park Chamber of Commerce	Hosting Wednesday Wake-Up event for Overland Park Chamber	\$300
ACS	Antioch branch/CCTV update	\$1,467.00
ACS	Shawnee/update to security/fire system	\$723.00
	Total	\$ 13,390.00

SIGNED:



FINANCE DIRECTOR

JOHNSON COUNTY LIBRARY

SUMMARY OF CHANGE ORDERS FOR CONSTRUCTION PROJECTS

05/01/14

CONTRACTOR	PROJECT/C.O. #	AMOUNT	ORIGINAL CONTRACT	TOTAL CONTRACT
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FINANCE DIRECTOR

**JOHNSON COUNTY LIBRARY
GIFT FUND
TREASURER'S REPORT**
Period: MAY-2014

		Receipts	Payments	Balance
	Opening cash balance			\$136,259.76
	Add Receipts	\$49.78		
	Less Payments		\$259.31	
	Ending Cash balance			\$136,050.23
	Less Liabilities		\$0.00	
	Unobligated cash balance			\$136,050.23

APPROVED: _____

DATE: _____

JOHNSON COUNTY LIBRARY REVENUE REPORT

May 2014

42% of Year Lapsed

REVENUE ALL FUNDS AS OF 5/31/14	2014 Year to Date	2014 Budget	% Budget Year to Date	% Received Last Year
Ad Valorem	\$11,303,828.65	\$19,612,122	58%	57%
Ad Valorem Delinquent	\$189,878.81	\$308,005	62%	72%
Motor Vehicle	\$569,729.42	\$2,159,126	26%	25%
Library Generated - Copying/Printing	\$39,296.69	\$85,000	46%	46%
Library Generated - Overdues / Fees	\$285,074.85	\$725,000	39%	39%
Sale of Library Books	\$25,000.00	\$50,000	50%	50%
Misc Other	\$3,624.75	\$21,290	17%	16%
Library Generated - Other Charges	\$10,277.81	\$322,050	3%	21%
Investment	\$20,315.55	\$56,621	36%	26%
Unencumbered Balance Forward	\$0.00	\$630,000	0%	0%
Recreational Vehicle Tax	\$1,509.85	\$6,497	23%	14%
Heavy Trucks Tax	\$7,700.47	\$10,131	76%	81%
Rental Excise Tax	\$11,769.27	\$24,997	47%	56%
State and Federal Grants	\$158,628.72	\$226,278	70%	1%
Transfers	\$330,566.00	\$0	0%	0%
TOTAL REVENUE	\$12,957,200.84	\$24,237,117	53%	52%

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category
May 2014
42% of Year Lapsed

OPERATING FUND	2014	2014	% Program	% Expended
Programs	Year to Date	Budget	Expended	Last Year
Collection Development	\$1,402,109	\$3,412,889	41%	42%
Administrative Services	\$1,287,705	\$2,647,899	49%	35%
Branch Services	\$1,590,587	\$4,361,726	36%	41%
Technical Services	\$255,455	\$765,438	33%	34%
Systemwide Services	\$1,157,495	\$2,472,746	47%	37%
Central	\$1,562,778	\$3,936,955	40%	40%
Facilities	\$990,736	\$1,926,919	51%	61%
Information Technology	\$869,622	\$2,130,677	41%	46%
Risk Management Charges	\$23,950	\$95,798	25%	50%
Library General Tax Increment	\$0	\$0	0%	0%
Grants *	\$4,174	\$226,278	2%	1%
Transfer to Capital Projects	\$0	\$0	0%	0%
Interfund Transfers	\$0	\$0	0%	0%
TOTAL OPERATING FUND EXPENDITURES	\$9,144,611	\$21,977,325	42%	40%

* Includes expenditures for 2013 calendar year only. The life of the grant may cover more than one year.

SPECIAL USE FUND	\$2,014	2014	% Budget	% Expended
	Year to Date	Budget	Expended	Last Year
Contractual Services (General Maintenance)	\$4,469	\$16,304	27%	0%
Commodities (Capital Equipment)	\$114,495	\$176,260	65%	32%
Transfer to Debt Payment	\$83,386	\$1,122,186	7%	6%
Transfer to Capital Projects	\$0	\$0.00	0%	100%
Debt Payment (Library Building Tax Increment)	\$103,368	\$928,738	11%	25%
TOTAL SPECIAL USE FUND EXPENDITURE	\$305,717	\$2,243,488	14%	18%

TOTAL EXPENDITURES	\$9,450,328	\$24,220,813	39%	38%
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JOHNSON COUNTY LIBRARY: Summary of Expenditures by Type
May 2014
42% of Year Lapsed

ALL FUNDS

(OPERATING & SPECIAL USE)

Categories	2014 Year to Date	2014 Budget	% Categories Expended	% Expended Last Year
Salaries and Benefits	\$5,451,701	\$13,811,282	39%	38%
Contractual Services	\$2,097,244	\$3,132,470	67%	57%
Supplies	\$1,233,597	\$3,912,519	32%	33%
Capital - Operating	\$3,379	\$8,412	40%	0%
Risk Management Charges	\$23,950	\$95,798	25%	50%
Library General Tax Increment	\$0	\$0	0%	0%
Capital / Maintenance / Repair	\$118,964	\$192,564	62%	43%
Transfer to Debt Payment	\$83,386	\$1,122,186	7%	33%
Transfer to Capital Projects	\$330,566	\$790,566	42%	25%
Library Building Tax Increment	\$103,368	\$928,738	11%	25%
Grants	\$4,174	\$226,278	2%	1%

TOTAL EXPENDITURES	\$9,450,328	\$24,220,813	39%	38%
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JOHNSON COUNTY LIBRARY

GRANTS MONTHLY REPORT

GRANTS*						
Expenditures through 5/31/14	Source	Received	Expend By	Expenditures	Grant Award	
2013 Ks H. C.	State	Mar-13		\$2,400.00	\$2,650.00	
2011 Alcohol Tax Fund	Local	Jan-11	Dec-14	\$9,386.01	\$9,500.00	
2012 Alcohol Tax Fund	Local	Jan-12	Dec-14	\$2,422.42	\$8,000.00	
2014 Kansas Town Hall	Federal	Dec-14	Dec-14	\$0.00	\$1,912.00	
2014 6by6 Activity Kits	State	Jul-13	Dec-14	\$450.30	\$2,144.95	
2014 Check up and Check Out	State	Jul-14		\$931.54	\$5,250.00	
TOTAL				\$15,590.27	\$29,456.95	

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

Deferred Maintenance Account

REVENUE	TO DATE	BUDGET
2008 Operating Fund Transfer	\$520,000	\$520,000
2010 Special Use Fund Transfer	\$551,250	\$551,250
Total Revenue	\$1,071,250	\$1,071,250

EXPENDITURES	TO DATE	BUDGET REMAINING
Antioch Chiller	\$11,371.56	
Antioch Security System Upgrade	\$31,058.60	
Antioch Interior Renovations	\$8,263.42	
Antioch-Carpet	\$5,400.00	
Blue Valley HVAC Consulting	\$4,510.00	
Blue Valley Return Fan Project	\$5,980.66	
Blue Valley Carpet Repair	\$2,100.00	
Blue Valley Circulation Area Renovation	\$6,516.21	
Blue Valley Sorter Wall	\$4,450.00	
Blue Valley Security Camera Upgrade	\$15,488.04	
Cedar Roe Security System Upgrade	\$8,517.32	
Corinth Door Replacement	\$4,601.75	
Corinth Framing Project	\$9,000.00	
Corinth Card Entry Addition	\$1,488.00	
Corinth Wireless Intrusion System/Cameras	\$5,010.80	
Corinth Sidewalk Replacement	\$9,195.00	
Corinth Fire System Installation	\$25,125.00	
Corinth Upgraded Controls System	\$13,832.30	
Corinth Trash Receptacle Enclosure	\$10,950.00	
Corinth Retaining Wall	\$3,450.00	
Corinth Condensing Unit	\$27,709.14	
Corinth Asphalt Patching	\$10,000.00	
Corinth Generator Replacement	\$17,000.00	
CRL Sidewalk Replacement	\$13,650.00	
CRL Sign Refurbishment	\$2,771.61	
CRL Front Entrance - Architectural	\$14,780.30	
CRL Front Entrance Remodel	\$214,428.20	
CRL Roof Repair	\$204.34	
CRL - Youth Services Carpet Replacement	\$57,533.00	
CRL - Circulation Area Renovations	\$1,850.00	
CRL - Renovations	\$19,562.50	
CRL Security Upgrade	\$23,743.66	
Cedar Roe - City Commercial Permit	\$80.50	
Gardner Security System Improvements	\$11,296.32	
Desoto Security System Improvements	\$1,998.00	
Lackman Exterior Lights & Drive Repair	\$10,009.00	
Lackman Door Repair	\$5,905.00	
Lackman Security System Upgrade	\$26,381.56	
Leawood Repair & Paint	\$2,429.04	
Spring Hill Sidewalk Repairs	\$12,405.00	
Spring Hill Security System Improvements	\$1,998.00	
Spring Hill furnishings	\$5,253.89	
SSB-Card Entry System	\$3,488.80	
Furniture Replacement	\$136,843.30	
Oak Park HVAC - Engineering	\$29,488.55	
Oak Park HVAC Upgrade	\$146,830.00	
Oak Park Security System Upgrade	\$24,189.00	
Oak Park Entrance Walls	\$2,900.00	
Self-Check Machine Cabinet	\$12,272.82	
Shawnee Wall Construction& Book Drop	\$12,934.00	
Shawnee Security Camera Upgrade	\$3,184.00	
Shawnee Interior-Exterior Door Controls	\$11,977.00	
Miscellaneous Equipment	\$17,649.96	
TOTAL EXPENDITURES	\$1,069,055.15	\$2,194.85

Deferred Maintenance Account

REVENUE	TO DATE	BUDGET
2008 Operating Fund Transfer	\$520,000	\$520,000
2010 Special Use Fund Transfer	\$551,250	\$551,250
Total Revenue	\$1,071,250	\$1,071,250

EXPENDITURES	TO DATE	BUDGET REMAINING
Prior Years Total	\$987,497.62	\$83,752.38
Painting-CRL	\$6,737.75	
Security Equipment-Desoto	\$819.18	
Contractual Services	\$16,001.57	
Furnishings-SPH	\$5,253.89	
Miscellaneous Equipment	\$10,875.00	
Carpet-ANT	\$5,400.00	
Bookdrop-SE	\$8,700.00	
Replace Drive - LA	\$5,850.00	
Furnishings/Electrical-LE	\$5,930.64	
Patch & Paint-LE	\$450.00	
CRL -Electric Upgrade	\$3,562.50	
SE-Door Controls	\$11,977.00	
2013 & 2014 Expenditures	\$81,557.53	
Sub-Total 2013 & 2014 Expenditures	\$81,557.53	
TOTAL EXPENDITURES	\$1,069,055.15	\$2,194.85

Monticello Land Acquisition

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

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

Scheduled Replacement Account

REVENUE	TO DATE	BUDGET
2011 Operating Fund Transfer	\$360,175	\$360,175
2012 Operating/SU Fund Transfer	\$642,934	\$642,934
2013 Operating/SU Fund Transfer	\$551,250	\$551,250
Total Revenue	\$1,554,359	\$1,554,359
	TO DATE	REMAINING
EXPENDITURES		
Concrete Work - Antioch	\$28,900.00	
Grounds & Concrete Work - Blue Valley	\$46,755.50	
Furnishings and Equipment	\$111,296.91	
Vehicle Replacement	\$73,838.71	
Shawnee Roof Replacement	\$11,997.70	
Painting Lights & Improvements - CRL	\$96,176.00	
CRL Parking Lot Improvements	\$84,656.00	
Monticello Vending Solution Design	\$9,482.50	
Site Improvements - AN & CRL	\$5,101.50	
Drainage Repairs - Corinth	\$4,730.00	
Roof & Window & Fire System Replacement - CRL	\$169,667.69	
Carpet/Tile Replacement - Blue Valley	\$6,433.00	
Parking lot Maintenance - Cedar Roe	\$15,040.00	
Door Replacement - Blue Valley	\$24,000.00	
Copier Replacement - Creative Services	\$11,415.00	
Parking Lot Repair - Gardner	\$4,063.03	
Parking Lot Repair & Boiler Replace - Antioch	\$82,850.00	
Remove bookcases/Painting - CO Meeting & Reading Rooms	\$4,325.00	
Painting - Oak Park	\$2,810.00	
Painting/Furnishings Gardner	\$5,909.26	
Carmack Room Blinds	\$6,994.00	
Office Remodel / Security upgrade LE	\$16,179.14	
Security System Upgrade - Blue Valley	\$8,138.00	
Blind Replacement & Furnish - OP	\$16,607.71	
HVAC Improvements - Antioch	\$108,235.97	
Concrete Repairs - Shawnee	\$30,625.00	
Handicap Ramp / landscape- Gardner	\$5,222.00	
Office Remodel - Blue Valley	\$2,950.00	
Computer Tables - Corinth	\$7,349.58	
Electrical & Security Camera Installation - CR	\$41,725.00	
Roof Repairs - Corinth	\$39,483.20	
Stack Moving for Carpet Replacement - CRL	\$8,370.00	
Emergency Lighting & Electrical work - CRL	\$85,349.01	
JCL Logo Etching - Blue Valley	\$8,700.00	
Carpet Replacement - AN & SSB furnishings	\$21,818.85	
Carpet Replacement - Shawnee	\$48,312.25	
Leawood Sorter Installation	\$54,167.13	
Retaining Walls - Corinth	\$13,825.00	
HVAC Improvements - Corinth	\$13,800.00	
HVAC Improvements - Shawnee	\$15,285.00	
Edgerton Environmental Sampling	\$712.80	
Carpet & Security System Improvement - Lackman	\$3,233.00	
Entryway Handrail Repair - Corinth	\$250.00	
Fence Repair - Antioch	\$3,700.00	
Rear Entry Modifications - Antioch	\$1,375.00	
Electrical Upgrades/Furnishings - Lackman	\$12,632.16	
Circulation Area Remodel - Shawnee	\$11,250.00	
Remodel & Landscape BV	\$21,230.50	
Security Improvements DE	\$3,198.00	
Security Improvements ED	\$3,198.00	
Security Improvements SH	\$3,198.00	
Carpet/Furnishing CO	\$7,910.95	
Architectural Services - CRL-Roof Repair	\$21,483.87	
Shawnee Interior Renovation	\$5,225.00	
Shawnee Remove Door Frame	\$475.00	
Lackman Carpet	\$1,105.00	
Gardner Book Case Glass	\$1,298.00	
TOTAL EXPENDITURES	\$1,454,059.92	\$100,299.08

Scheduled Replacement Account

REVENUE	TO DATE	BUDGET
2011 Operating Fund Transfer	\$360,175	\$360,175
2012 Operating/SU Fund Transfer	\$642,934	\$642,934
2013 Operating/SU Fund Transfer	\$551,250	\$551,250
Total Revenue	\$1,554,359	\$1,554,359
EXPENDITURES	TO DATE	REMAINING
Prior Years Total	\$890,326.51	\$112,782.49
2013 & 2014 Expenditures		
CRL Repairs, Roof and Painting	\$189,913.65	
Architectural Services - Monticello Vending	\$4,153.81	
Replace Fire System-CRL	\$44,083.18	
Architectural Services - CRL	\$16,256.25	
Emergency Boiler Replace-AN	\$49,670.00	
Security Improvements DE	\$3,198.00	
Security Improvements ED	\$3,198.00	
Security Improvements SH	\$3,198.00	
Security Improvements LE	\$7,325.64	
Furnishings-Book Cases	\$8,051.31	
Remodel BV	\$24,186.00	
Carpet COR	\$4,214.00	
CRL- Upgrade/Lighting	\$103,301.82	
CO Renovation & Furnishings	\$5,271.95	
SE-Remove/Replace Sidewalk & Upgrades	\$11,575.00	
SSB Carpeting & Furnishings	\$1,839.85	
CR Paving & Electrical	\$39,400.00	
LE Upgrades	\$3,203.50	
GA Landscape & Improvements	\$7,274.26	
LA-Chairs & Flooring & Upgrades	\$10,768.16	
Facilities Vehicle	\$9,000.00	
OP Furnishings	\$14,651.03	
Sub-Total 2013 & 2014 Expenditures	\$563,733.41	
TOTAL EXPENDITURES	\$1,454,059.92	\$100,299.08

Expenditure of Friends of the JCL Donations 2014

May 2014 Report

<i>Expenditure Details</i>	<i>Payee</i>	<i>MAY</i>	<i>MAY YTD</i>
Volunteer Recognition		\$0.00	\$190.00
Advertising/Promotion		\$0.00	\$14,432.99
Collection Materials		\$0.00	\$0.00
Professional Development/Staff Recognition		\$0.00	\$384.31
Technology/Recruitment Consulting & Expenses		\$0.00	\$0.00
Card Services		\$0.00	\$7,794.50
Homework Help and Tudor.com		\$0.00	\$0.00
Summer Reading Club/Elementia		\$0.00	\$17,459.20
Other Library Programming		\$0.00	\$0.00
MidAmerica Regional Council		\$0.00	\$0.00
Board Travel Expenses		\$0.00	\$23.74
Miscellaneous		\$0.00	\$0.00
Total Expenditures		\$ -	\$ 40,284.74

Johnson County Library
Board of Directors
Selection of Calendar Events
JULY 2014

July 1	Family Storytime: Stop! Drop! And Roll! <i>Oak Park Neighborhood Library</i>
July 2	Mobile MakerSpace <i>Central Resource Library</i>
July 8	Hickory Dickory Dock: math Around the Clock storytime <i>Cedar Roe Neighborhood Library</i>
July 10	Library Board Meeting <i>Central Resource Library</i>
July 14	Mother Goose Rhyme Time <i>Corinth Library</i>
July 15	The Nutty Professor science demonstrations <i>Lackman Neighborhood Library</i>
July 16	Ewww! The Art & Science of Gross <i>Antioch Neighborhood Library</i>
July 17	BYOF: Bring Your Own Fandom! Ultimate Quizbowl <i>Central Resource Library</i>
July 19	Make a Microscope: Steampunk 21+ Workshop <i>Antioch Neighborhood Library</i>
July 19	The Parking Lot: Hard Fifty Farm Zine Mobile <i>Blue Valley Neighborhood Library</i>
July 24	Interviewing Savvy <i>Central Resource Library</i>
July 25	Mobile MakerSpace <i>Spring Hill Neighborhood Library</i>