



Library

**Board Report
May 14, 2015**

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

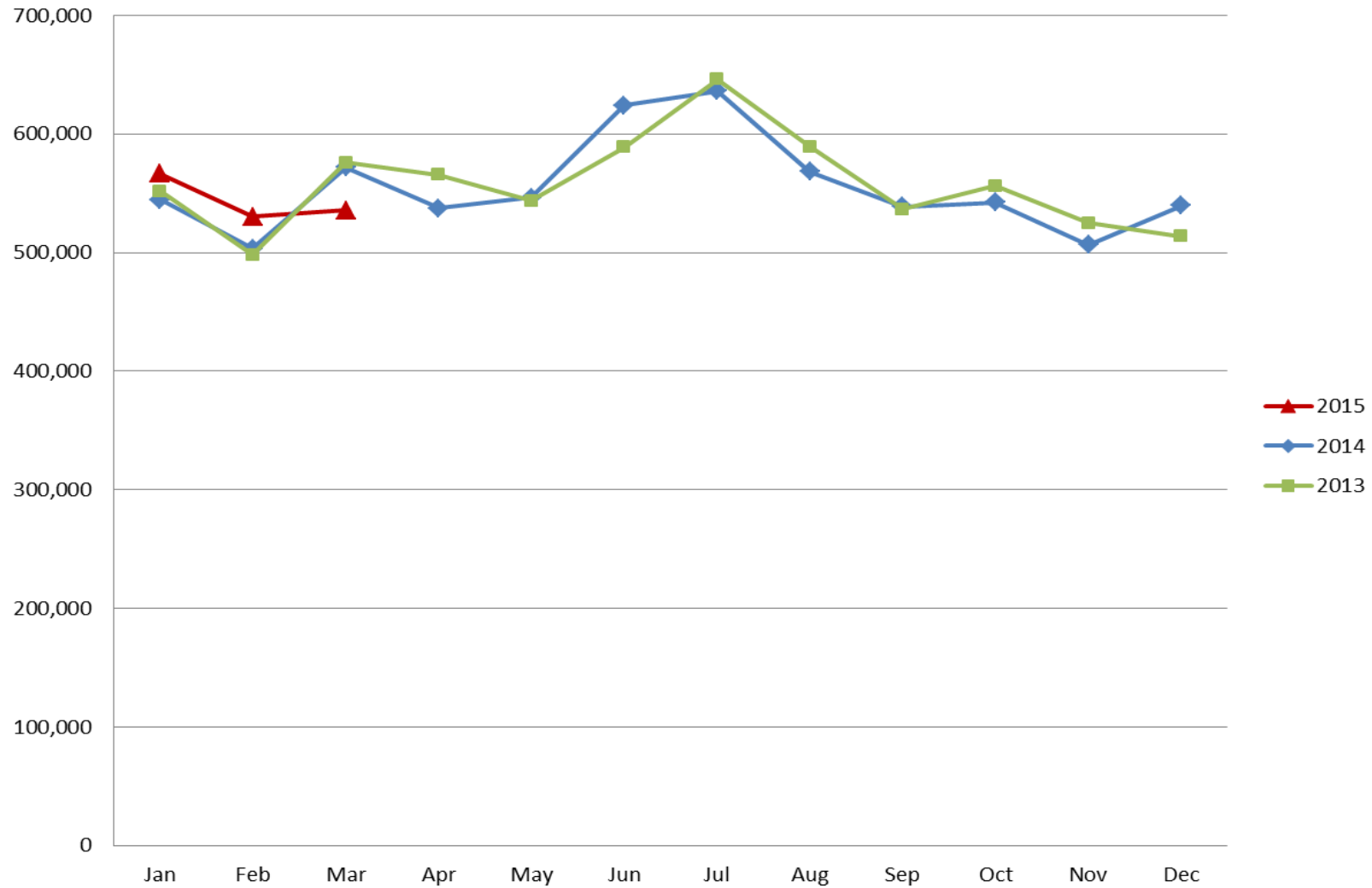
JOHNSON COUNTY LIBRARY BOARD OF DIRECTORS
REGULAR MEETING, MAY 14, 2015
LEAWOOD PIONEER NEIGHBORHOOD LIBRARY
4:00 P.M.

- I. Call to Order
 - A. Introduction and welcome to new Board member J.R. Riley
- II. Citizen Comments
- III. Remarks
 - A. Members of the Johnson County Library Board of Directors
 - 1. Recognition of exiting board chair, Nancy Hupp
 - 2. Recognition and celebration of Neil Shortlidge for 30 years of service on the JCL Board and Foundation Board
 - 3. Report from the County Librarian Evaluation Committee – Pam Robinson
 - B. Neil Shortlidge, Board Chair
 - C. 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
 - B. County Librarian Report
 - 1. Return on Investment Study Presentation with Marilu Goodyear and Sean Casserley
 - 2. Comprehensive Library Master Plan – Kim Gile
 - a.) Consideration of approval of the Comprehensive Library Master Plan - **Action Item**.....26
 - 3. Central Building Upgrade report – Scott Sime
 - 4. Updates
 - a.) Mill Creek
- V. Consent Agenda
 - A. Action Items:
 - 1. Minutes of April 9, 2015 Regular Library Board meeting.....8
 - B. Information Items
 - 1. Summary of New and/or Renewed Contracts.....17
 - 2. Financial and Personnel
 - a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for March 2015 were handled in accordance with library and County policy.
 - b) The March 2015 Revenue and Expenditure reports produced from the County’s financial system reflect the Library’s revenues and expenditures
 - C. Gift Fund Report
 - 1. Treasurer’s Report.....25
- VI. Adjournment

Johnson County Library Touch Points Percentage of Activity by Location -- March 2015



Johnson County Library Three-Year Trend in Circulation



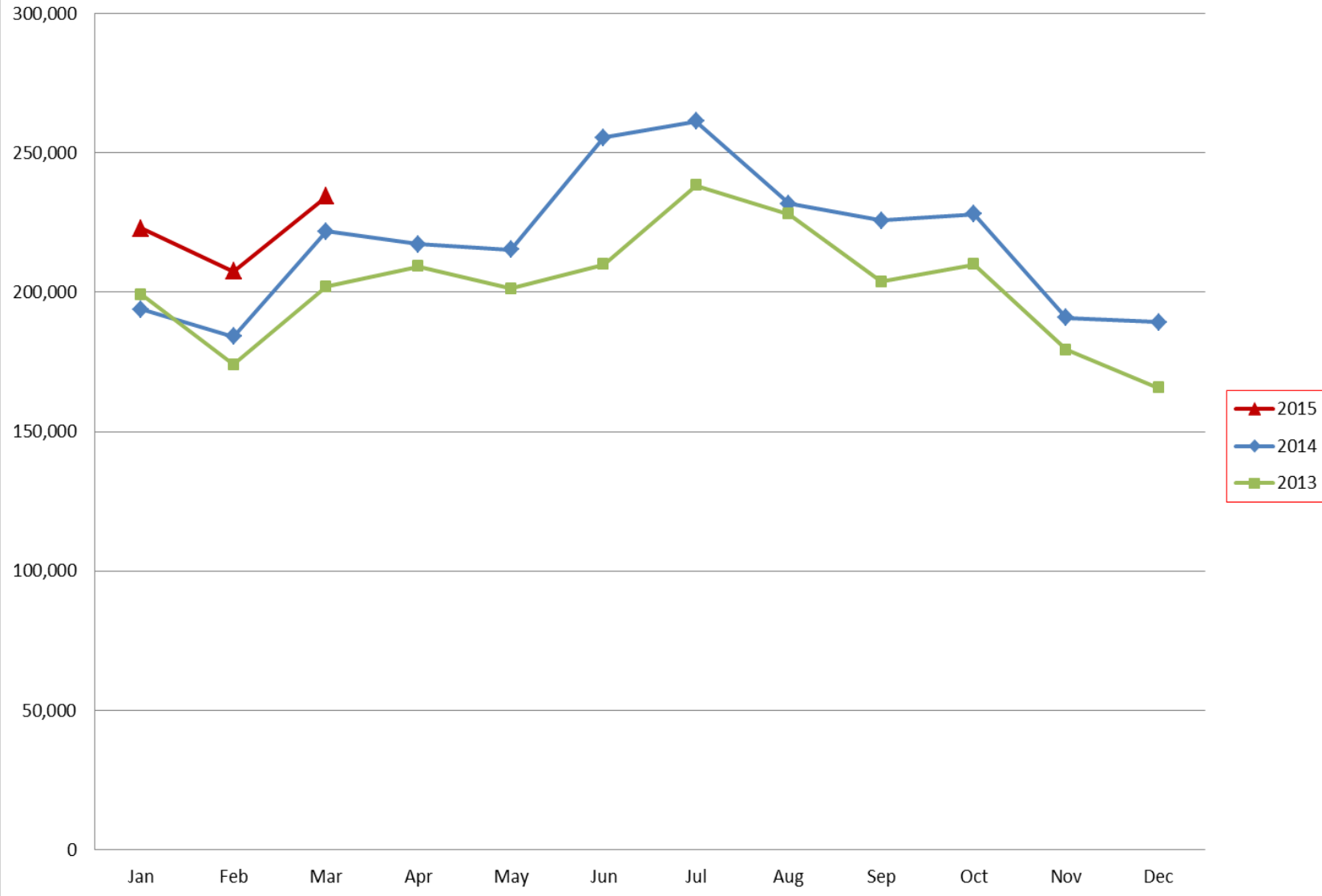
Johnson County Library
OFFICIAL CIRCULATION BY LOCATION

March 2015

Location	Official Circulation										
	Current Month 2015				Current Month 2014				Percentage Change		
	Month		Yr-to-Dt Circulation	Previous Twelve Months	Month			Previous Twelve Months	2014 to 2015		
	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	35,563	6.6%	94,301	370,016	32,089	5.6%	90,614	372,567	10.8%	4.1%	-0.7%
Blue Valley	69,809	13.0%	201,095	807,263	69,242	12.1%	192,184	784,932	0.8%	4.6%	2.8%
Cedar Roe	18,752	3.5%	53,170	223,053	19,600	3.4%	57,228	248,691	-4.3%	-7.1%	-10.3%
Central Resource	33,810	6.3%	189,099	892,107	81,739	14.3%	228,090	937,329	-58.6%	-17.1%	-4.8%
Corinth	46,191	8.6%	131,532	528,579	43,691	7.6%	127,735	524,449	5.7%	3.0%	0.8%
Desoto	3,676	0.7%	11,468	50,954	4,140	0.7%	11,818	51,760	-11.2%	-3.0%	-1.6%
Edgerton	1,617	0.3%	4,844	18,868	1,473	0.3%	3,775	17,556	9.8%	28.3%	7.5%
Gardner	19,796	3.7%	59,068	244,488	20,323	3.6%	57,575	239,489	-2.6%	2.6%	2.1%
Lackman	37,321	7.0%	106,591	427,483	34,663	6.1%	100,350	429,092	7.7%	6.2%	-0.4%
Leawood Pioneer	36,723	6.9%	107,555	448,222	39,260	6.9%	112,774	467,919	-6.5%	-4.6%	-4.2%
Oak Park	32,607	6.1%	85,296	323,118	26,559	4.6%	76,280	316,100	22.8%	11.8%	2.2%
Shawnee	26,319	4.9%	76,118	312,730	25,391	4.4%	72,852	302,796	3.7%	4.5%	3.3%
Spring Hill	4,853	0.9%	14,595	63,591	5,316	0.9%	15,827	71,178	-8.7%	-7.8%	-10.7%
JCL Web Renewals	127,721	23.8%	370,265	1,503,818	133,627	23.4%	368,514	1,501,154	-4.4%	0.5%	0.2%
Digital Downloads	20,482	3.8%	65,829	219,660	14,794	2.6%	44,348	176,233	38.4%	48.4%	24.6%
JCL Loans to Olathe PL	20,328	3.8%	61,544	238,856	19,922	3.5%	59,657	243,345	2.0%	3.2%	-1.8%
JCL Branch Total	333,227	62.2%	945,633	3,818,365	321,747	56.3%	919,012	3,826,529	3.6%	2.9%	-0.2%
JCL Brances and Central	367,037	68.5%	1,134,732	4,710,472	403,486	70.6%	1,147,102	4,763,858	-9.0%	-1.1%	-1.1%
JCL SYSTEM TOTAL	535,568	100.0%	1,632,370	6,672,806	571,829	100.0%	1,619,621	6,684,590	-6.3%	0.8%	-0.2%

Average Circulation per Capita		
	2015	2014
Current Month	1.2	1.3
Year-to-Date	3.8	3.8
Service Area Population	431,000	431,000

Johnson County Library Three-Year Trend in Library Visits



Johnson County Library
USER VISITS

March 2015

Location	Current Month 2015					Current Month 2014				Percent Change 2014 to 2015					
	Total Visits	% of Total Visits	Yr-to-Dt Visits	Previous Twelve Months	Visits per Hour		Circulations per Visit		Total Visits	% of Total Visits	Yr-to-Dt Visits	Previous Twelve Months	For Month	For Yr-to-Dt	Previous Twelve Months
					Hours Open	Visits per Hour	Circulation	Circ per Visit							
Antioch	27,894	11.9%	69,424	248,375	282	99	35,563	1.3	20,587	9.3%	56,379	239,295	35.5%	23.1%	3.8%
Blue Valley	24,657	10.5%	67,622	301,321	282	87	69,809	2.8	26,848	12.1%	74,215	312,270	-8.2%	-8.9%	-3.5%
Cedar Roe	21,300	9.1%	59,179	236,508	246	87	18,752	0.9	21,368	9.6%	59,329	145,212	-0.3%	-0.3%	62.9%
Central Resource	11,328	4.8%	73,098	413,877	304	37	33,810	3.0	38,002	17.1%	101,705	450,790	-70.2%	-28.1%	-8.2%
Corinth	24,183	10.3%	65,911	264,265	282	86	46,191	1.9	25,564	11.5%	66,830	266,683	-5.4%	-1.4%	-0.9%
DeSoto	2,738	1.2%	8,158	36,525	148	19	3,676	1.3	5,517	2.5%	9,436	36,062	-50.4%	-13.5%	1.3%
Edgerton	2,115	0.9%	6,306	19,479	105	20	1,617	0.8	365	0.2%	1,702	7,427	479.5%	270.4%	162.3%
Gardner	20,685	8.8%	59,553	224,085	262	79	19,796	1.0	10,462	4.7%	29,265	122,859	97.7%	103.5%	82.4%
Lackman	25,979	11.1%	61,604	246,966	262	99	37,321	1.4	24,505	11.0%	61,986	220,560	6.0%	-0.6%	12.0%
Leawood Pioneer	20,466	8.7%	55,840	237,844	262	78	36,723	1.8	18,783	8.5%	57,032	255,753	9.0%	-2.1%	-7.0%
Oak Park	25,079	10.7%	68,616	231,480	262	96	32,607	1.3	15,984	7.2%	46,510	207,019	56.9%	47.5%	11.8%
Shawnee	24,673	10.5%	60,300	172,790	262	94	26,319	1.1	9,943	4.5%	24,560	128,399	148.1%	145.5%	34.6%
Spring Hill	3,327	1.4%	9,109	45,874	156	21	4,853	1.5	3,933	1.8%	10,865	52,705	-15.4%	-16.2%	-13.0%
Branch Total	223,096	95.2%	591,622	2,265,512	2,811	79	333,227	1.5	183,858	82.9%	498,108	1,994,246	21.3%	18.8%	13.6%
SYSTEM TOTAL	234,424	100.0%	664,720	2,679,389	3,115	75	367,037	1.6	221,860	100.0%	599,813	2,445,036	5.7%	10.8%	9.6%

	2015	2014
Average Visits per Capita for Current Month:	0.5	0.5
Average Visits per Capita for Year-to-Date:	1.5	1.4
Service Area Population:	431,000	431,000

**MINUTES JOHNSON COUNTY LIBRARY BOARD
REGULAR MEETING
Thursday, April 9, 2015
Leewood Pioneer Neighborhood Library
4:00 p.m.**

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

Absent: Nancy Hupp

BOARD ATTORNEY: Fred Logan

BOCC: Commissioner Osterhaus

FRIENDS OF THE LIBRARY: Rebecca Phillips

STAFF: Michelle Beesley, Zach Contess, Samantha Cook-Chong, Nancy Dumler-Montplaisir, Katherine Fuller, Kim Gile, Lacie Griffin, Mike Heffernan, John Helling, Christopher Leitch, Jennifer Mahnken, Jenny Mendez, Cheryl Morai-Young, Steph Neu, Nicki Neufeld, Dawna Ofstehage, Rita Rubick, Matt Sapp, Michaela Scruggs, Scott Sime, Kari Sime, Tricia Suellentrop, Julie Timmins, Tad Twidwell, Adam Wathen, Fallon Wells

GUESTS: Carson Block, Jill Eyres, Hedi Heinz, David Schnee

Neil Shortlidge called the meeting to order at 4:00 p.m. and requested a moment of silence in memory of Ron Hupp.

CITIZEN COMMENTS

There were none.

BOARD OF DIRECTORS COMMENTS

Ms. Robinson stated that the project advisory committee meeting with Group 4 was excellent. She looks forward to the presentation later in the agenda.

Mr. Obi is looking forward to retiring from the Board.

Ms. Ruo enjoyed the Tri Board event and the Edible Discussion program.

Mr. Shortlidge thanked Mr. Obi for his dedicated service to the library board. Mr. Obi was presented with a framed certificate and a book on Nigeria will be added to the library collection in honor of Mr. Obi.

Mr. Obi commented that in the 4 years he's been on the board he has learned that the library is a house of education and community. He acknowledged Mr. Logan for his excellent legal guidance.

FRIENDS OF THE LIBRARY

Rebecca Phillips reported for the Friends.

The Sizzlin' summer book sale will be at JCCC and the Friends preview sale will be Wednesday, June 3. The sale will be open to the public June 4-6.

Please contact Ron Zluticky or Christopher Leitch if interested in volunteering during the sale.

The Friends currently have 13 volunteers listing items for online sale. In February, 651 items were sold online for a total amount of \$11,352.13.

The bookstores finished February in good shape. The overall budget of \$7800 was met.

The biggest recent sales include:

- *The Naval Academy Candidate Book: How to Prepare, How to Get In, How to Survive* - \$99.97
- *New Catholic Encyclopedia: Complete 18 volume set* - \$225.00
- *Ike's Boys: The Story of the Everly Brothers* - \$149.95

Ms. Phillips presented the Bookmark Design contest winners. The ten winning bookmarks were selected from over 600 entries received. Each of the 2015 winners received a modest cash prize, a set of their books marks and a larger-than-life sized version of their winning bookmark.

Winners of the 2015 Bookmark Design contest:

- Preschool-Kindergarten: Liam Johansen
- Grades 1-2: Jillian Reuter
- Grades 3-4: Ruthie Clements, Macy Crosser
- Grades 5-6: Braiden Fromme & Carley Spachman
- Grades 7-8: Lexy Fromm & Sophie Slusher
- Grades 9-12: Katharine Wu
- Adults, ages 18 and up: Natalie Lomas

JOHNSON COUNTY LIBRARY FOUNDATION

Caroline McKnight presented on behalf of Susan Mong. Last week's Tri Board event was excellent.

The Foundation is looking forward to the celebration and ribbon cutting for the new 6 by 6 early literacy unit that will be held at the Gardner library on Saturday morning. The unit was funded by the Foundation with the help of the Speas Family Foundation and Royals Charities. Commissioner Jason Osterhaus and Major Morrow will be in attendance.

Craig Wakeman, Proposal Manager at Black & Veatch has recently joined the Foundation Board.

At the last meeting, the Foundation Board voted to approve the annual disbursement to the library from the endowment to support the collection. The amount will be \$80,300.

The Foundation is pleased to announce that the Hall Family Foundation will be supporting the summer reading program with a \$26,000 contribution to help fund program expenses not covered in the library operating budget. The Friends have been faithful supporters of this program and the Foundation is happy to join them in supporting this program.

The Weitz Company has joined the 2015 Corporate Partner program.

Pinnacle will be held October 22nd and nominations will be open soon.

Ms. McKnight invited the Library Board to attend the Breakfast at the Library event on May 7th at the Leawood branch. The purpose of the breakfast is to thank our major donors and partners and bring them into our space to celebrate the many accomplishments.

BOARD OF COUNTY COMMISSIONER REPORT

Commissioner Osterhaus stated that he is looking forward to the joint BoCC/Library Board meeting this evening.

Commissioner Osterhaus requested input from citizens as the Commission works on the county department and agency budgets. He is looking forward to the 6 by 6 event in Gardner on Saturday.

BOARD COUNSEL REPORT

No Report

COUNTY LIBRARIAN REPORT

Budget

Finance Director, Nicki Neufeld reviewed the financial reports with the Board.

Johnson County Library has received 56% of our ad valorem. The budget is at 17% of the budget on expenditures. We are at 1% of expenditures in the special use fund because the dominant expense of the fund is debt payment. Debt payment occurs in February and August.

We are where we expect to be with scheduled replacements.

When asked about the 44% of capital and maintenance, Ms. Neufeld explained that \$350,000 has been moved from that portion of the budget to fund the Central Building Upgrade project. The dollars have not been spent and the amount is essentially encumbered.

Strategic Plan updates

Ms. Suellentrop highlighted several library projects and explained how they fit into the strategic plan.

Johnson County Library is currently working on a customer service standards project. This project is being led by Leslie Nord, Lackman/De Soto branch manager who has been involving all staff in the development of the standards. As an organization, we are pushing ourselves to see things through the eyes of the patron. This ties in with goal 1 in the strategic plan that library staff will exemplify the brand promise in their interactions with people.

Our early literacy program, 6 skills by 6 years (6 by 6) turns 6 years old this year. Celebrations and programs dedicated to 6 by 6 are planned all year. Brad Sneed, the nationally known illustrator who developed the illustrations for 6 by 6 is leading a program at the Gardner branch this Saturday. A new interactive early literacy piece will also be unveiled. This programming is supported by the Foundation and ties to goal 3: People with specific educational or informational needs will be supported by the library.

New Hours

We are in the first week of the hours change. Branches now open an hour earlier at 9:00 a.m. and close at 8:00 p.m. Response to the change has been positive so far. The hours change ties to goal 6: people will find library staff, materials and services convenient and easy to access.

Zinio

Zinio, the online magazine app has included 20 new titles, including The New Yorker, The National Enquirer and Parents. The benefits of an online magazine service include faster processing time, the magazine is available as soon as it is released, 24/7 access, and there is no issue with theft. One patron with low vision let us know that this collection is wonderful for him because he is able to enlarge the text which makes magazine reading possible. Providing Zinio ties to goal 8: People will experience library services and resources through the innovative use of technology.

Ms. Suellentrop introduced the employees currently going through the New Employee Orientation program to the Board. The Board welcomed Samantha Cook-Chong, Fallon Wells, Dawna Ofstehage, Cheryl Morai-Young, Tad Twidwell, Zach Contess and Nancy Dumler-Montplaisir to the meeting.

Comprehensive Library Master Plan

David Schnee, Jill Eyres, and Carson Block presented CLMP draft recommendations, development priorities and implementation options.

Through the comprehensive library master planning process, the community, library staff and Group 4 have been working together to plan the next chapter of the Johnson County Library.

CLMP Draft Recommendations

This plan has been built on the foundation of the principles of equity, access, and building on existing infrastructure, operational sustainability, flexibility and responsibility.

The plan considers two “typologies” of service: core services and new service directions.

Physical books and materials will continue to play an important role in the library and there are growth opportunities for collection expansion in digital formats.

New priorities for JCL would include additional MakerSpaces, special collections, large events, spaces for conferences/training and business/career support.

Centralized sorting would improve efficiency, speed up access to returned or on-hold books and reduce staff time handling books. Centralized sorting would also return space to the branches.

In examining the data, Group 4 found that Johnson County Library patrons are mobile. Our patrons tend to use multiple branches depending on where they work, live and recreate. Johnson County Library is truly a network of libraries. To leverage the network some library facilities will need to expand and capacity will need to expand within the existing network. Not every facility will need to grow and not every library will need to offer the same services. Destination services can be strategically located within the county.

The population of Johnson County is growing, with most growth occurring in the northwest and southeast portions of the county. The plan recommends building capacity and modernizing. Group 4 believes that 0.6 square feet per capita is the correct target number proportionate to population size.

The 20 year facility strategy was presented showing recommendations for building renovations or replacement, expansion, new facilities and an operation center.

Development Priorities

Group 4 recommended that development priorities should be determined using 5 criteria.

- Geographic Equity
- Partnership Opportunities
- Largest Service Impacts
- Community expectations – past JCL promises
- Modernization

These are the priorities that came from the CLMP summit meeting; they are not ranked.

Implementation

The library is a small part of the Johnson county budget. A significant increase of library funding increases the overall county budget by a very small amount. The library has a demonstrated successful track record.

- In terms of circulation per dollar spend and circulation per FTE, JCL is one of the most efficient libraries among peer libraries
- JCL spends the least amount of money per person on its library system in the Kansa City metro area, and less than average compared to other similar libraries.
- Johnson County Library is the most used library system in the metro area

Recommendations have been adjusted to meet the needs of the community for twenty years. Recommendations include increasing service impact, balancing equity of service throughout the county, expanding special popular collections, providing extensive in library and online technology, creating flexible operating modes.

Takeaways.

Present funding levels will maintain or conserve the resources that exist today. By fully funding the plan we will be able to attain our goals and innovate.

Mr. Schnee noted that at the CLMP summit he received feedback with two points of view. The first, that Johnson County is recovering from a recession and there are other needs that need to be balanced. The second that the high benefits of the plan are crucial to being a community of choice.

Ms. Templin requested that the final draft include an overall picture, implementation options and estimated dollar amounts for the options.

In response to a request for feedback on priorities, Ms. Templin commented that she likes the centralized operating center to improve efficiencies. She listed priorities as completing Monticello and fulfilling the promise made to that community, work with Lenexa City Center and improve Corinth.

Mr. Shortlidge commented that 2 of the 3 groups during the CLMP summit meeting agreed that Monticello, Lenexa and Corinth are the priorities. Ms. Robinson commented that from her perspective from the CLMP summit the priorities were Monticello or Lenexa, not both. She expressed that the plan needs to be a county-wide balance and is concerned that the southeast area of the county is not being served through geographic equity.

Ms. Templin stated the Stillwell area was identified as a priority area as the population grows.

In response to a question, Mr. Schnee clarified how the proposed operations center would function. Sorting facilities that are currently at each of the branches would be centralized to the operations center. This set-up would provide efficiency in materials handling and make courier deliveries to the branches more effective. Patrons will still be able to request their holds be delivered to the branch of their choice.

There would also be space benefits, as the areas currently used for sorting could be used for other purposes.

Mr. Nelson asked if branch size recommendations are available.

Mr. Schnee noted there are size recommendations in draft form. Input from the Board will assist Group 4 in their recommendations of sequencing. They do feel that when the population grows in the southeast corner of the county a new branch should be built to support the population. An alternative solution would be to expand Blue Valley, which may be unlikely because of land constraints.

In response to a question, Ms. Eyres explained the concept of "library where you are". The concept is to expand library convenience beyond the branches in many ways, examples include: book lockers, partnerships with other facilities, expanding online services and access through digital devices.

We have an auto-based mobile lifestyle which is why there is so much movement around the county.

The board asked if the space recommendation of .6 square feet considers advances in technology. Mr. Schnee noted that .6 is a smaller recommendation than the 2009 plan's recommendation of .76. The .76 was a recommendation based on the size of the collection, the recommendation of .6 is sized for people in the community. New technology often coexists with older technology, and new technology does not offset the need for space. Space is needed to interact with technology and each other.

Mr. Schnee confirmed that this plan does use the idea of the convenience and destination model, although the plan will be more nuanced than just the two categories.

Mr. Shortlidge suggested that Board members direct any questions they may have about the plan to Tricia Suellentrop.

Group 4 will present a formal recommendation to the Library Board at the regular May meeting.

Ms. Robinson stated that she would like the board to use objective criteria to evaluate the plan.

Ms. Eyre recommended that Group 4 come back to the Board with a recommendation that includes several options that include different implementation strategies and funding options.

The Board requested Group 4 bring the options to the Board and also provide their professional recommendation.

Mr. Shortlidge recommended scheduling a special meeting for the Board to talk about the draft recommendations further and provide feedback to Group 4 before the report is finalized.

Mr. Shortlidge requested that Group 4 provide a more detailed draft to the Board as quickly as possible. A special meeting of the Library Board will be scheduled prior to the May meeting.

Central Building Upgrade (CBU)

Scott Sime reported that after the March Board meeting the Public Building Commission approved the alternates. Alternates include the public restrooms, new training lab and 24 person meeting room.

Construction has not yet started and we are waiting for the building permit to be issued from the city.

In preparation for the construction 130 ranges of shelves are being moved and reconfigured and materials are being shifted. Mr. Sime acknowledged, Linda King, Michelle Olsen, Adam Wathen, Monica Duffield and their teams who are working to make that work happen ahead of schedule.

CONSENT AGENDA

MOTION: Mitra Templin

SECONDED: Amy Ruo

MOTION CARRIED UNANIMOUSLY

OLD BUSINESS

Report of the Nominating Committee and Election of Library Board Officers

Ms. Templin stated that the Board has unintentionally fallen out of compliance with the bylaws. The bylaws allow for 3 officers and over the last few years the Board has elected 4 officers. The Board is moving back into compliance with the bylaws. The officers of the Board will be a chair, vice chair/secretary and treasurer.

The committee nominated Mr. Shortlidge to assume the role of Chair, Ms. Robinson to assume the role of Vice Chair/Secretary and Ms. Ruo to the role of Treasurer.

MOTION: Mitra Templin moved to accept the nomination slate.

SECONDED: Emmanuel Obi **MOTION CARRIED UNANIMOUSLY**

NEW BUSINESS

Renewal of the MOU with the Genealogical Society

The Memorandum of Understanding with the Johnson County Genealogical Society is an existing MOU that is up for annual renewal. There are two slight changes to the MOU, the year has been update and a clarification has been made about who provides the updated obituary index.

MOTION: Mitra Templin moved to approve the memorandum of understanding between Johnson County Library and the Johnson County Genealogical Society.

SECONDED: Pam Robinson

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

MOTION: Pam Robinson moved to adjourn

SECONDED: John Nelson

MOTION CARRIED UNANIMOUSLY

Adjourned at 5:28 p.m.

DATE _____

SECRETARY _____
Pam Robinson

CHAIRMAN _____
Neil Shortlidge

SIGNED _____
Sean Casserley

County Librarian's Report

Central Renovation Update

Convenience



April highlights included the moving of stacks and starting of demolition work. The Library invited media to cover the logistical challenge of moving thousands of pounds of fully-filled stacks. KMBC 9, FOX 4, KSHB 41 and The Kansas City Star accepted the invitation, resulting in multiple instances of positive publicity.

Legislative Coffees a Hit

Community

The third of three Legislative Coffee events took place at Corinth Library in April. Community members numbering 75 enjoyed coffee, donuts and the opportunity to ask questions directly of local representatives. The Library plans to host similar events annually as part of its civic engagement efforts.



Credit: Prairie Village Post

Save the Dates

MAY

21

Library Board and
BoCC Joint Meeting
@ Antioch Library

JUNE

12

Library Board
Annual Retreat
@ Oak Park Library

Shawnee Library Refreshes Interior

Convenience

Exactly 23 years after it officially opened, Shawnee Library celebrated an interior refresh that included a new and improved layout and new furniture.

Pinnacle Awards Nominations Open

Community

The Johnson County Library Foundation opened its annual Pinnacle Awards for nominations. The 2015 edition features a brand new look and continues its purpose of recognizing extraordinary community leaders.



JOHNSON COUNTY LIBRARY

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

VENDOR	DESCRIPTION	AMOUNT
Newsbank	licenses for online services	\$69,990.00
Kansas Gas Service	Relocation of natural gas distribution facilities at 8100 Mission Rd.	\$7,348.00
Zinio	licenses for online services	\$35,000.00
Arseth Insights	Executive support and development of appraisal survey questions	\$4,350.00
Performance Dashboard	Consulting and training	3,867/month

Total \$116,688.00

SIGNED:

Finance Director

JOHNSON COUNTY LIBRARY TOTAL REVENUE REPORT

March 2015
25% of Year Lapsed

REVENUE ALL FUNDS	2015 Year to Date	2015 Budget	% Budget Year to Date	% Budget YTD Prior Year
Ad Valorem	11,864,296	20,790,357	57%	58%
Ad Valorem Delinquent	202,747	214,495	95%	62%
Motor Vehicle	602,805	2,236,495	27%	26%
Library Generated - Copying/Printing	25,281	93,530	27%	27%
Library Generated - Overdues / Fees	189,259	739,500	26%	24%
Sale of Library Books	12,500	50,000	25%	25%
Misc Other	795	48,551	2%	15%
Library Generated - Other Charges	5,832	322,050	2%	2%
Investment	15,337	86,374	18%	27%
Unencumbered Balance Forward	0	446,865	0%	0%
Recreational Vehicle Tax	1,509	6,958	22%	23%
Commercial Vehicle Tax	32,950	0		
Heavy Trucks Tax	2,638	1,464	180%	76%
Rental Excise Tax	14,495	26,716	54%	47%
State and Federal Grants	74,648	206,788	36%	2%
TOTAL REVENUE	\$13,045,092	\$25,270,143	52%	52%

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category
March 2015
25% Year Lapsed

OPERATING FUND

Programs	2015 Year to Date	2015 Budget	% Program Expended
Administrative Services	1,372,036	4,603,940	30%
Information Technology	789,240	2,189,844	36%
Collection Development	3,394,357	3,412,889	99%
Branch/Systemwide Services	2,883,292	12,037,668	24%
Risk Management Charges	0	79,926	0%
Library Tax Increment	0	124,178	0%
Grants *	329	233,066	0%
Transfer to Capital Projects	0	436,865	0%
Interfund Transfers			

TOTAL OPERATING FUND EXPENDITURES	\$8,439,254	\$23,118,376	37%
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* Includes expenditures for 2015 calendar year only. The life of the grant may cover more than one year.

SPECIAL USE FUND

	2015 Year to Date	2015 Budget	% Budget Expended
Contractual Services (General Maintenance)	14,133	16,305	87%
Commodities (Capital Equipment)	7,792	192,564	4%
Transfer to Debt Payment	0	990,598	0%
Transfer to Capital Projects	0	952,300	0%

TOTAL SPECIAL USE FUND EXPENDITURES	\$21,925	\$2,151,767	1%
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TOTAL EXPENDITURES	\$8,461,179	\$25,270,143	33%
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JOHNSON COUNTY LIBRARY: Summary of Expenditures by Type
March 2015
25% of Year Lapsed

ALL FUNDS

Categories	2015 Year to Date	2015 Budget	% Categories Expended
Salaries and Benefits	3,414,525	14,601,228	23%
Contractual Services	1,585,364	3,388,487	47%
Commodities	3,090,981	4,105,083	75%
Capital - Operating	0	8,412	0%
Risk Management Charges	19,982	79,926	25%
Library General Tax Increment	0	124,178	0%
Capital / Maintenance / Repair	350,000	786,865	44%
Transfer to Debt Payment	0	990,598	0%
Transfer to PBC Capital Leases	0	952,300	0%
Grants	329	233,066	0%
	\$8,461,181	\$25,270,143	

JOHNSON COUNTY LIBRARY

GRANTS MONTHLY REPORT

GRANTS*						Grant	Budget
Expenditures through 3/31/15	Source	Received	Expend By	Expenditures		Award	Remaining
2011 Alcohol Tax Fund	Local	Jan-11	Dec-14	\$9,593.66		\$9,736.00	\$142.34
2012 Alcohol Tax Fund	Local	Jan-12	Dec-14	\$6,059.35		\$7,744.75	\$1,685.40
2014 Check up and Check Out	State	Jul-14		\$1,315.17		\$5,250.00	\$3,934.83
2013 6by6 Activity Kits	State	Jul-13	Dec-14	\$1,324.48		\$4,289.90	\$2,965.42
2014 Kansas Town Hall	Federal	Dec-14	Dec-14	\$681.10		\$1,912.00	\$1,230.90
6 By 6 2014	State	Mar-15				\$27,221.49	\$27,221.49
2015 State Grant	State	Mar-15				\$72,503.48	\$72,503.48

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

Monticello Land Acquisition

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

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

Scheduled Replacement Account

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

Total Revenue 1,884,925.00

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

<u>316,756.05</u>	<u>585,827.77</u>	<u>451,663.99</u>	<u>276,824.15</u>
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Budget Remaining

<u>\$ 253,853.04</u>

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

		Receipts	Payments	Balance
	Opening cash balance			\$161,800.39
	Add Receipts	\$76.25		
	Less Payments		\$1,447.19	
	Ending Cash balance			\$160,429.45
	Less Liabilities		\$201.14	
	Unobligated cash balance			\$160,228.31

APPROVED: _____

DATE: _____

JOHNSON COUNTY LIBRARY
Board of Directors
Leawood Pioneer Neighborhood Library
May 14, 2015

AGENDA ITEM IV. B. 2.: Consideration of Approval of the Comprehensive Library Master Plan

ISSUE FOR BOARD DETERMINATION:

Whether to approve the Comprehensive Library Master Plan.

DISCUSSION:

In November 2014, the JCL Board approved the contract with Group 4 Architecture to provide Master Planning Services, including examining needs, strategies, and recommendations for services and facilities that will enable JCL to continue to provide high-quality service to the community for the next 20 years.

Over the past six months, Group 4 Architecture has reviewed data provided by JCL, Johnson County, MARC, Orange Boy, and others as well as worked with staff, stakeholders, and the community through several face-to-face meetings, online surveys, and passive information gathering in neighborhood library locations to come up with a plan that represents the community's library.

The findings from the Master Planning process are submitted tonight for Board action.

REVIEW BY BOARD COUNSEL:

RECOMMENDATION:

That the Johnson County Library Board of Directors approve the Comprehensive Library Master Plan.

BUDGET IMPACT:

None at this time.

PERSON(S) RESPONSIBLE: Sean Casserley, Scott Sime, Kim Gile, Mike Heffernan

**Board of Directors
Selection of Calendar Events
May 2015**

May 7	Breakfast at the Library Hosted by the JCL Foundation Leawood Neighborhood Library
May 9	Second Saturday It's About the Write Time Corinth Neighborhood Library
May 9	Meet the Artist: Samuel Davis Oak Park Neighborhood Library
May 12	Career Exploration and Transition Leawood Pioneer Neighborhood Library
May 12	Friends of the Library Board Meeting Antioch Neighborhood Library
May 14	Johnson County Library Board of Directors Meeting Leawood Neighborhood Library
May 18 – August 8	Summer Reading Program <i>Every Hero has a Story</i>
May 21	Joint Meeting of the Johnson County Library Board of Directors and Board of County Commissioners Antioch Neighborhood Library
May 28	Johnson County Library Foundation Board of Directors Meeting Oak Park Neighborhood Library