



**Board Report
April 11, 2019**

AGENDA

JOHNSON COUNTY LIBRARY BOARD OF DIRECTORS
REGULAR MEETING, APRIL 11, 2019
CENTRAL RESOURCE LIBRARY
CARMACK MEETING ROOM
4:00 P.M.

- I. Call to Order
- II. Citizen Comments
- III. Remarks
 - A. Members of the Johnson County Library Board of Directors
 - B. Board Chair, Nancy Hupp
 - C. Friends of the Library, Jeanie Botkin and Julie Steiner
 - a) Recognition of bookmark design winners
 - D. Executive Director, Johnson County Library Foundation, Stephanie Stollsteimer
 - E. Liaison, Board of County Commissioners, Janeé Hanzlick
- IV. Reports
 - A. Board Counsel – Fred Logan
 - B. County Librarian Report
 - 1. Finances and Statistics – Nicki Neufeld4
 - a) Expenditure Trends – Adam Wathen10
 - 2. Comprehensive Library Master Plan – Scott Sime
 - a) Lenexa City Center12
 - i. Operations and Training – Cheryl Sickels16
 - 3. Updates – Sean Casserley
 - a) Board Liaison for the Central Staff Space Consolidation project
 - b) New Antioch update
 - c) Capstone award for Monticello Library
 - d) Elementia – Kate McNair, Teen Services Librarian
- V. Consent Agenda
 - A. Action Items:
 - 1. Minutes of the March 14, 2019, Library Board meeting20
 - B. Information Items
 - 1. Financial and Personnel
 - a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for February 2019 were handled in accordance with library and County policy.
 - b) The February 2019 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 Report27
- VI. New Business
 - 1. Board Action: Election of Library Board officers28
- VII. Adjournment

Suggested Motions

Consent Agenda

Suggested Motion: I move that the Library Board of Directors approve the consent agenda.

Election of Library Board Officers

Suggested Motion: I move that the Library Board of Directors elect the recommended slate of officers for the 2019-2020 year.

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category (.75 Increase Only)
January 2019
17% of year lapsed

OPERATING FUND

Programs	2019 Budget
Revenue	4,430,838

Administrative Services
Information Technology
Collection Development
Branch/Systemwide Services
Transfer to Capital Projects
Interfund Transfers

TOTAL OPERATING FUND EXPENDITURES	\$0
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TOTAL .75 INCREASE FUNDS REMAINING OPERATING	\$4,430,838
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SPECIAL USE FUND

**2017
Budget**

Revenue:	1,871,476
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Expenses:
Contractual Services (General Maintenance)
Commodities (Capital Equipment)
Transfer to Debt Payment
Transfer to Debt Payment - CLMP
Transfer to Capital Projects

TOTAL SPECIAL USE FUND EXPENDITURES	\$0
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TOTAL .75 INCREASE FUNDS REMAINING SPECIAL USE	\$1,871,476
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TOTAL .75 INCREASE FUNDS REMAINING ALL FUNDS	\$6,302,314
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Expenditure of Friends of the JCL Donations 2019

<i>Expenditure Details</i>	<i>Current Month</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	0.00	0.00
Board Retreat Expenses	0.00	0.00
Miscellaneous	0.00	0.00
Total Expenditures	\$ -	\$ -

JOHNSON COUNTY LIBRARY TOTAL REVENUE REPORT

February 2019
17% of Year Lapsed

REVENUE ALL FUNDS	2019 Year to Date	2019 Budget	% Budget Year to Date	% Budget YTD Prior Year
Ad Valorem	17,837,473	33,045,236	54%	56%
Ad Valorem Delinquent	448,650	289,253	155%	0%
Motor Vehicle	578,874	3,103,349	19%	19%
Library Generated - Copying/Printing	16,632	99,255	17%	16%
Library Generated - Overdues / Fees	104,779	725,000	14%	13%
Sale of Library Books	0	50,000	0%	22%
Misc Other	320	18,703	2%	0%
Reimbursement	15,123	330,043	5%	0%
Library Generated - Other Charges	0	3,570	0%	0%
Investment	52,417	304,911	17%	49%
Unencumbered Balance Forward	0	10,000	0%	0%
Recreational Vehicle Tax	5,618	10,608	53%	23%
Commercial Vehicle Tax	12,200	61,191	20%	32%
Heavy Trucks Tax	2,120	2,307	92%	0%
Rental Excise Tax	17,417	35,642	49%	65%
State and Federal Grants	0	250,389	0%	0%
TOTAL REVENUE	19,091,623	38,339,457	50%	50%

Expenses ALL FUNDS with Collection Encumbrance	2019 Year to Date	2019 Budget	% Categories Expended
Salaries and Benefits	3,263,241	21,323,420	15%
Contractual Services	924,300	4,710,131	20%
Commodities	3,487,144	4,385,684	80%
Risk Management Charges	31,351	126,252	25%
Capital / Maintenance / Repair	0	3,487,289	0%
Transfer to Debt Payment	0	827,916	0%
Transfer to Capital Projects	17,627	2,738,276	1%
Grants	0	250,389	0%
Interfund Transfer	0	490,100	0%
TOTAL EXPENDITURES	7,723,663	38,339,457	20%

Revenue - Expenses as of January 31, 2019 11,367,960

RESERVES ALL FUNDS As of 12/31/18
Reserves Operating Fund 8,730,251
Reserves Special Use Fund 1,494,983
Total JCL Reserves 10,225,234

Scheduled Replacement Account**REVENUE RECEIVED TO DATE**

2015 Fund Transfer	350,000
2016 Fund Transfer	699,000
2017 Fund Transfer	1,130,250
2018 Fund Transfer	1,147,850
2019 Fund Transfer	

Total Revenue	<u>3,327,100</u>
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2019

Contractual Services	1,317,821
Building Repair	211,954
Architectural Services	79,860
Furnishings and Office Equipment	73,032
HVAC	178,193
Sorter Parts and Labor	4,113
Security System Maint & Repair	33,549
Vehicles	66,488
AED Equipment	9,613
	<u>1,974,623</u>

Budget Remaining	<u>1,352,477</u>
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JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category
February 2019
17% Year Lapsed

OPERATING FUND	2019	2019	% Program
Programs	Year to Date	Budget	Expended
Administrative Services	686,346	5,072,528	14%
Information Technology	690,074	2,951,965	23%
Collection Development	692,436	3,467,822	20%
Branch/Systemwide Services	2,767,118	18,595,615	15%
Risk Management Charges	31,351	126,252	25%
Grants *	0	250,389	0%
Transfer to Capital Projects	0	3,487,289	0%
Interfund Transfer	0	490,100	0%
TOTAL OPERATING FUND EXPENDITURES	4,867,325	34,441,960	14%

SPECIAL USE FUND	2019	2019	% Budget
	Year to Date	Budget	Expended
Contractual Services (General Maintenance)	39,452	16,305	242%
Commodities (Capital Equipment)	41,500	315,000	13%
Transfer to Debt Payment	0	827,916	0%
Transfer to Capital Projects	0	2,738,276	0%
TOTAL SPECIAL USE FUND EXPENDITURES	80,952	3,897,497	2%

TOTAL EXPENDITURES	4,948,277	38,339,457	13%
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JOHNSON COUNTY LIBRARY: Summary of Expenditures by Type
February 2019
17% Year Lapsed

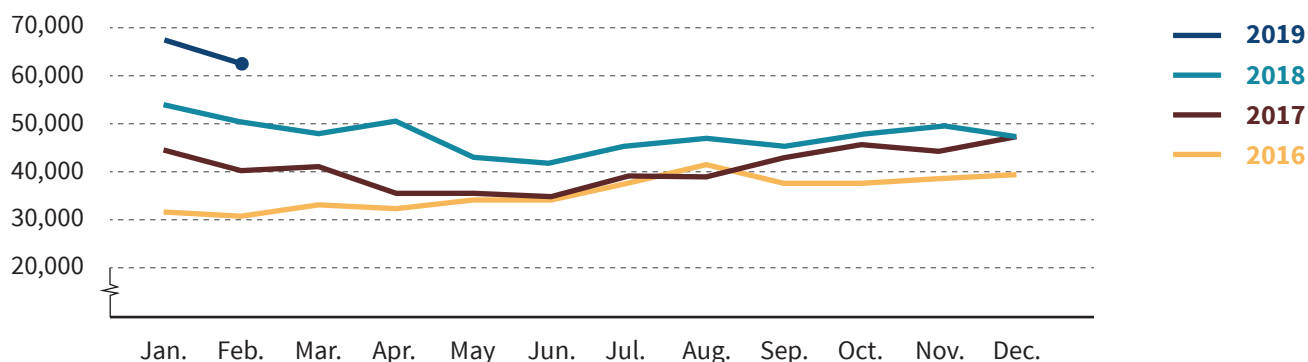
ALL FUNDS	2019	2019	% Categories
Categories	Year to Date	Budget	Expended
Salaries and Benefits	3,263,241	21,323,420	15%
Contractual Services	924,300	4,710,131	20%
Commodities	711,758	4,385,684	16%
Risk Management Charges	31,351	126,252	25%
Capital / Maintenance / Repair	0	3,487,289	0%
Transfer to Debt Payment	0	827,916	0%
Transfer to PBC Capital Leases	17,627	2,738,276	1%
Grants	0	250,389	0%
Interfund Transfer	0	490,100	0%
TOTAL EXPENDITURES	4,948,277	38,339,457	13%

GRANTS*	Expenditures through 02/28/2019	Source	Received	Expenditures	Grant Award	Budget Remaining
285000079	2018 State Aid Grant	State	3/5/2018	\$126,512.64	\$126,657.28	\$144.64

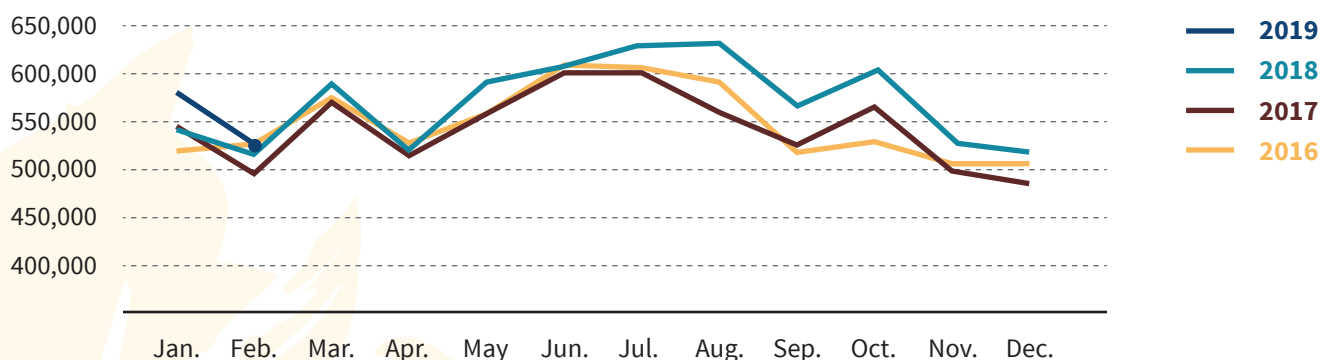
*Includes all expenditures and revenues over the life of the grant. (Includes multiple years due to the grants crossing fiscal years).

Core Operational Statistics

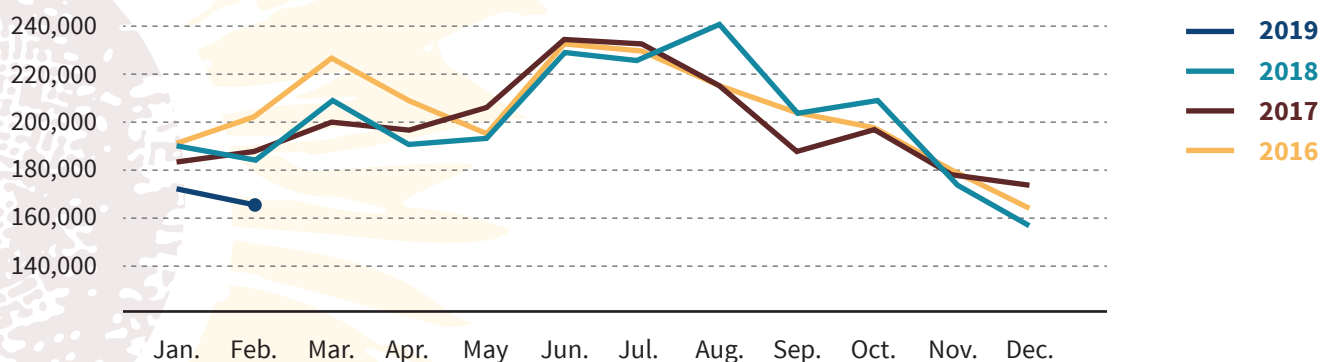
3 Year Digital Circulation Trend



3 Year Physical Circulation Trend

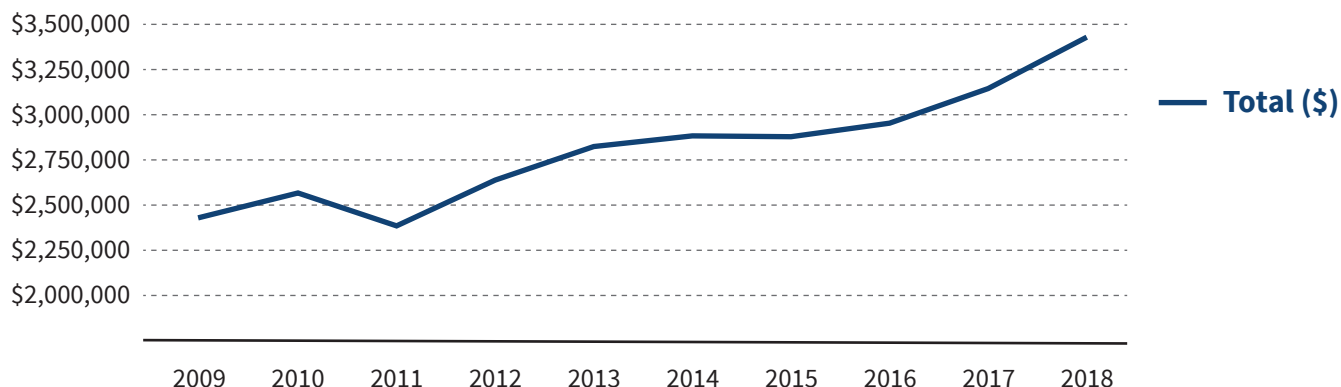


3 Year Visitation Trend

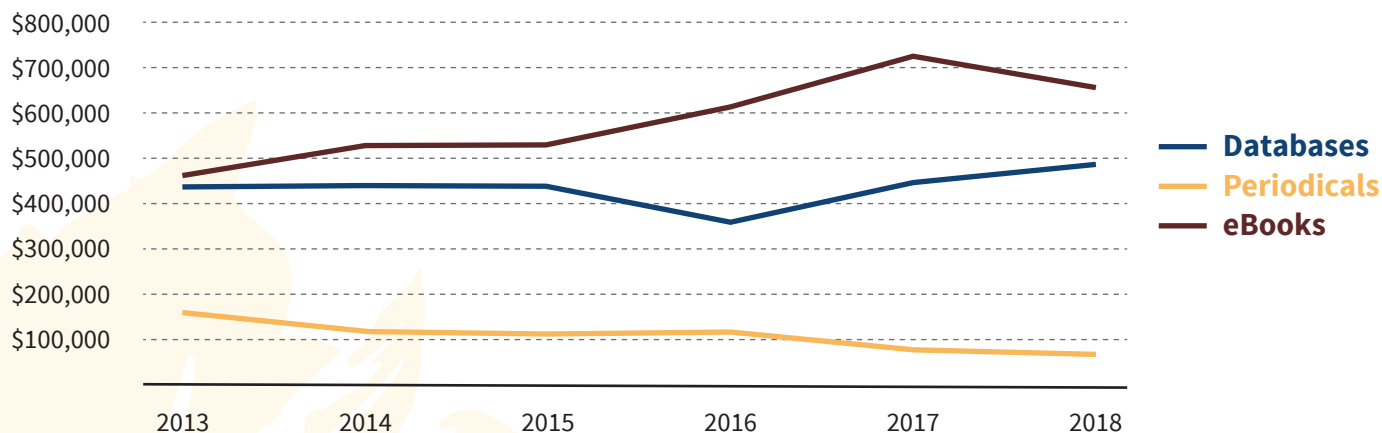


Trends in Collection and Programming

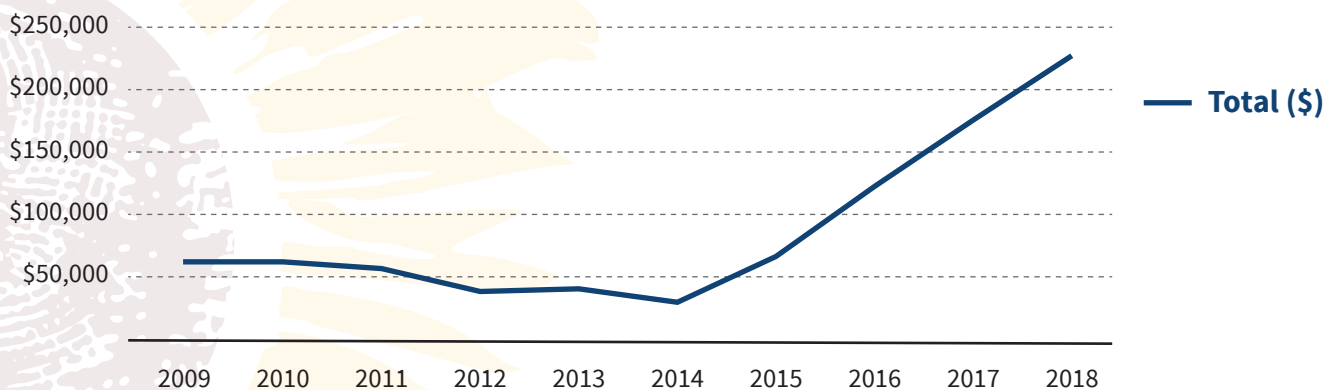
Trend in Expenditure on Physical Collection (Books, AV, and Processing)



Trend in Expenditure on Databases, eBooks, and Periodicals



Trend in Programming Expenditures



Lenexa City Center Library

Update – April 2019



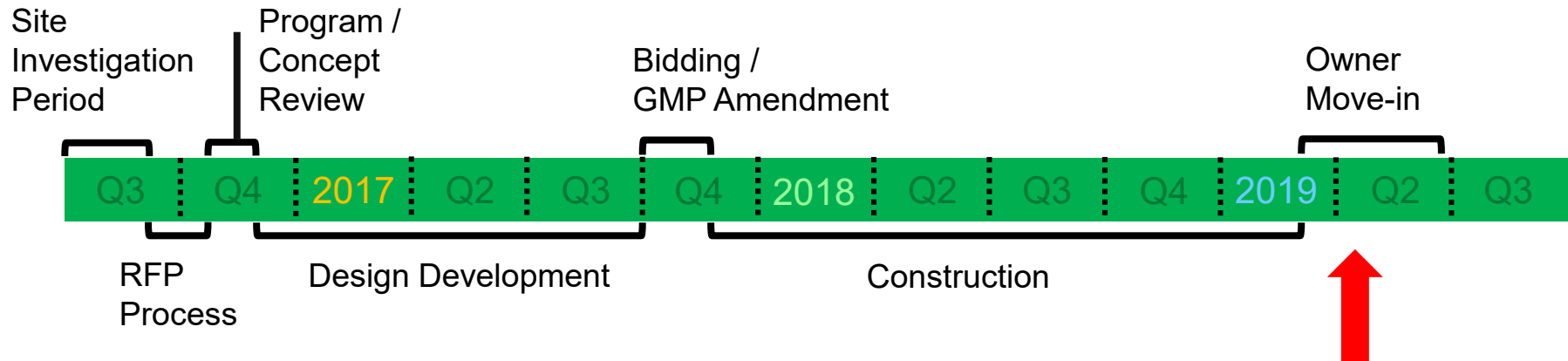
Updates

- Construction Update
- Next Steps
- Timeline

Next Steps

- Move-in activities
- Site / building tours

Lenexa City Center Library Anticipated Timeline



Lenexa City Center Library

Operations and Training – April 2019



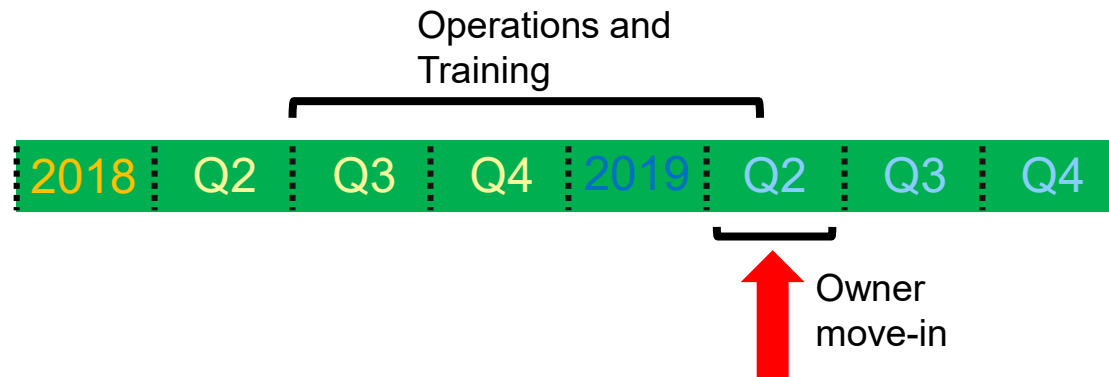
Project Scope

- On the Job Training
- Building Specific Training
- Processes and Supplies

Procedures

- Outdoor Space Procedure
- Drive-Thru Service Procedure

Lenexa City Center Timeline



**MINUTES JOHNSON COUNTY LIBRARY BOARD
REGULAR MEETING
Thursday, March 14, 2019
Central Resource Library
4:00 p.m.**

BOARD: Brandy Butcher, Bethany Griffith, Nancy Hupp, Donna Mertz, JR Riley, Amy Ruo
Via conference call: Sheryl Spalding

BOARD ATTORNEY: Fred Logan, Andrew Logan

BOCC: Commissioner Hanzlick

FRIENDS OF THE LIBRARY: Peter Duffield

STAFF: Michelle Beesley, Brian Berrens, Nancy Birmingham, Abby Giersch, Kahra Graebner, Lacie Griffiin, Helen Hokanson, Kristen Holdman Ross, Laura Hunt, Linda King, Christopher Leitch, Juan Lopez Tamez, Jennifer Mahnken, Thomas Maillieux, Nicki Neufeld, Michelle Olsen, Kinsley Riggs, Michaela Scruggs, Scott Sime, Stephanie Stollsteimer, Tricia Suellentrop, Ben Sunds, Jackie Suptic, Julie Timmins, Adam Wathen, Ken Werne, Ashley Whitham

GUESTS: Chris Anderson, Joe Waters

Nancy Hupp called the meeting to order at 4:00 p.m. Ms. Spalding is attending by dial-in due to illness.

CITIZEN COMMENTS: There were none.

BOARD OF DIRECTORS COMMENTS: Ms. Hupp thanked the Library and the Johnson County Genealogical Society for their exceptional program. Ms. Hupp reported that over 450 people attended the session and it was very well done. Ms. Hupp also commented that she enjoyed reading about the history of Lackman Library on the Library's website.

On behalf of the nominating committee, Mr. Riley, submitted the following slate of officers for 2019-2020:

Chair: Bethany Griffith
Vice-Chair/Secretary: Amy Amos Ruo
Treasurer: Sheryl Spalding

The Board will take action on the nominations at the April Board meeting.

FRIENDS OF THE LIBRARY:

Peter Duffey reported that the Friends Strategic Planning Initiative sessions have moved into the final action/tactic phases, which will allow for the formation of committees to identify and oversee specific projects moving forward.

On behalf of the Friends, Mr. Duffey thanked Mr. Casserley and Denise McNerney for all their work in planning the sessions. Additionally, as part of the Strategic Planning Initiative, the executive board has been meeting with the Library's administration team and the Foundation's executive board to create a greater dialogue on how the three organizations can work together toward shared goals that most benefit the Library.

The bookstores continue to exceed sales expectations. Last year all bookstores were over projected sales with Central's bookstore at nearly 10% overage. This year the bookstores are off to a slightly slower start due to weather. The Friends expect to see a dramatic increase now that warmer weather finally appears to be here. Membership continues to hold steady with 715 current members.

The Friends continue to look for a new home for the Summer Sizzlin' Book Sale due to construction at Johnson County Community College in 2019.

The Cabin Fever Book Sale, which runs from Thursday, March 21 to Saturday, March 23, will be held in the Gallery at the Central Resource Library. The Friends expect to sell between 5,000 and 6,000 books and audio/visual items at the sale. 70 volunteers will work the sale and setup and teardown will be handled by program members from the Johnson County Correctional Therapeutic Community.

Mr. Casserley commended for the Friends of the Library for the excellent work they have done on their strategic plan.

JOHNSON COUNTY LIBRARY FOUNDATION:

Foundation Executive Director, Stephanie Stollsteimer welcomed Foundation board member, Chris Anderson. Mr. Anderson currently serves on the governance task force, finance committee and the executive committee in his role as the President-Elect.

Due to weather, the kick-off event for the 1952 Society was rescheduled to April 27th. Planning for Library Lets Loose is moving along. The graphics have a new look and feel. Honorary hosts, Asher and Audrey Langworthy have signed a first wave of sponsor letters.

The Foundation Board of Directors recently toured the Lenexa Library. The Foundation is working on identifying opportunities for naming and sponsorships in the Library.

Each Library Board member was given a box of Girl Scout cookies with a thank you note. The cookies are from Foundation Treasurer, Vickie Trott, who loves the Girls Scouts and the Library. Ms. Trott purchased and delivered boxes and boxes of cookies to all 14 branches, Friends and Foundation. Ms. Stollsteimer thanked Ms. Trott, a valued volunteer who helps to make our Library community so vibrant.

Ms. Ruo commented that she the Lenexa Rotary might have an interest in a sponsorship for the Lenexa Library.

BOARD COUNSEL REPORT

No Report this month.

COUNTY LIBRARIAN REPORT

Finance Report

Finance Director, Nicki Neufeld, reported that in January the Library received almost 17 million in revenue, which is 42% of revenue received for the year. The Library is 8% spent down for the year.

There have been several snow events this winter and Ms. Neufeld discussed the cost of snow removal with the Board. In 2019, the Library has spent \$48,500 in snow removal. To compare, in 2018 the Library spent \$47,500 and \$18,000 in 2017. Ms. Neufeld explained that snow removal is budgeted along with landscaping.

Trends in Technology and 2018 in review

Associate Director for Systemwide Service, Adam Wathen, and IT Manager, Michelle Beesley, shared the technology statistics with the Library Board. The first page of the report includes the core operational statistics of digital circulation, physical circulation and visitation. Circulation has increased and there is a small dip in visitation as compared to the last two years.

Mr. Wathen reviewed the technology trends including the number of public computers and their use, access to internet with patron devices and number of pages printed by patrons. He also provided statistics reviewing 2018 programming attendance, active library users and overall technology use.

COMPREHENSIVE LIBRARY MASTER PLAN

Lenexa City Center

Scott Sime, Project Coordinator, reported on behalf of the Lenexa building project core team. Mr. Sime shared that Turner is working on punch list items and when the weather warms, landscape planting will start. Move-in activities have begun and shelving is being installed, furniture is being delivered and technology configuration and deployment has begun.

In the next month shelving and furniture installation will continue. The public art installation will begin. The team is also readying the Lackman collection for transfer to the new building.

The next site tour will occur on Wednesday, March 20th at 3pm. High level stakeholder tours will be held on Fridays in May. Mr. Sime presented current pictures of the building.

Lenexa City Center - Extended Hours Holds Project, Laura Hunt

Laura Hunt, Central Resource Library Branch Manager and Project Lead for the Lenexa Extended Hours Holds Pickup Project presented.

The Extended Hours Holds Pickup is a new service that will allow patrons who opt-in to enter the holds area at Lenexa City Center Library Holds Lobby before and after normal library business hours, from 5 a.m. to 10 p.m., daily. The Project Team is responsible for preparing policies and procedures for this service at Lenexa City Center.

The Extended Hours Holds at Lenexa City Center aligns with our strategic plan. We developed SMART goals in our strategic plan – they are Specific, Measurable, Achievable, Relevant, and Time-Bound. The goal that Extended Hours Holds connects to is in the Key Performance Area of “convenience”.

The goal states, “We will ensure collection management, handling and content delivery methods and processes are reviewed annually and improvements are implemented for efficiency and effectiveness.”

The Extended Hours Holds is an example of how we expand and change our services to achieve the goals that will provide convenience for our customers.

Ms. Hunt showed the floorplan, outlining the Holds Lobby.

As part of the project, the team has updated two policies, ARM 20-10-10, Public Facilities Hours of Services and ARM 20-10-90, Fee Schedule. The recommended policy updates have been reviewed and approved by legal counsel and will be presented to the Library Board for approval later in the meeting.

The team recommends changes to ARM 20-10-10 because when Lackman closes, the hours of operation will no longer be needed in the ARM, and we will need to add the new Lenexa City Center Hours, the Lenexa Drive-Thru Hours, and the Extended Holds Pickup Hours to the policy.

The team recommends changes to ARM 20-10-90 to add the cost of a replacement Extended Hours Holds Pickup Pass. They recommend charging a \$10 replacement cost for a lost pass.

Everything is on schedule to get this service up and running for Lenexa’s opening.

Mr. Casserley commented that this is innovative work and very few libraries offer this type of service. Mr. Casserley thanked Ms. Hunt and the project team for their innovation, trouble shooting and creativity.

Deputy County Librarian, Ms. Suellentrop, commented that Ms. Hunt is a recent graduate of the Library's internal Project Management curriculum. The project management curriculum includes 16 weeks of learning project management fundamentals.

UPDATES

Board Liaison for the Central Staff Space Consolidation project

Ms. Casserley stated that next month he would like two Board Liaisons for the Central Staff Space Consolidation project.

Eating Well for \$4 a Day

Reference Librarian, Helen Hokanson, reported on the Library's programs on the topic of food insecurity. Every trimester the Library hosts programs around a common theme. The theme this trimester is *Breaking Free* and through brainstorming meetings, Information Services, narrowed the programming focus to breaking free from food insecurity.

In 2014, the Food Policy Council estimated that 11.6% of Johnson County households experienced food insecurity and 17% of Johnson County children lived in households that were food-insecure. Government sponsored nutrition assistance programs are available to low-income households, however an estimated 58% of the food-insecure households in Johnson County had incomes too high to be eligible for those assistance programs. Nearly one-quarter (23.6%) of K-12 students qualify for free or reduced-price school meals, and more than 19,000 Johnson County residents receive benefits from the Supplemental Nutrition Assistance Program (SNAP) each month.

Ms. Hokanson discussed two films that are being screened at the Library, *Wasted the Story of Food Waste* and *A Place at the Table*.

The Library also hosted Leanne Brown, author of *Good and Cheap, Eat Well on \$4/Day*. Ms. Brown was available for several programs including a Panel Discussion with Harvesters, After the Harvest and Kansas Appleseed.

Mr. Casserley thanked Ms. Hokanson for making an invisible issue visible.

MakerSpace Passport Program

Mr. Casserley shared an art object created by the Library Makers. The object contains 32,000 beads in molded epoxy resin. The beads represent the 32,000 people living in poverty in Johnson County.

MakerSpace Facilitator, Thomas Maillieux, introduced the Library Board to the MakerSpace Team, Angelica Sandoval, Brian Oertel and Nick Ward-Bopp. The MakerSpace Summer Passport program is supported by a Black & Veatch grant. It began in 2015 during the Central Resource Library renovation. Since its inception, the program has introduced over 5,000 patrons ages 8 to 12 to STEM (Science, Technology, Engineering, Math) activities during summer break.

In 2019, the Summer Passport program will expand by traveling to Gardner, Leawood, Central, Shawnee and Monticello Libraries. Each library will host two projects for a course of two weeks.

Mr. Casserley noted that the Summer Reading program is to help children bridge the summer slide. Children also slide in mathematics, and programs like the MakerSpace Summer Passport program are designed to help.

Ms. Hupp asked what kind of equipment and tools are used. Mr. Maillieux responded that simple tools are used for the projects and that most of the equipment and tools will be purchased by the youth services teams at the branches. The Makers will bring power tools.

Library Website Migration

Mr. Casserley reported that the Library has been working closely with the County Budget and Purchasing offices on a Request for Proposal (RFP) for the Library website migration.

CONSENT AGENDA

Minutes of the February 14, 2019, Library Board meeting.

Motion: JR Riley moved that the Library Board of Directors approve the consent agenda.

Second: Amy Ruo

Motion carried unanimously

NEW BUSINESS

Consideration of request to use the Lackman Library for annual book sale

Mr. Casserley presented a request from the Friends of Johnson County Library to use the Lackman Library to host and present the Sizzlin' Summer Book Sale, June 26 – 29.

The Friends launched their annual public book sales in 1988 at the former Mission Center Mall and quickly gained a sizable and loyal following. In 2006, the Sale moved to Metcalf South Mall and again in 2015 to Johnson County Community College. The College charges a steeply-discounted fee for use of the Gym Fieldhouse space and staff support.

The Sizzlin' Summer Book Sale is the largest of a series of annual Friends sales in a variety of venues that gross more than \$340,000. The Summer sale accounts for approximately 16% of this revenue. Net funds are donated to JCL support through the Johnson County Library Foundation. Construction at the College is scheduled for all of 2019. This has bumped the Friends from the Field House.

Motion: Amy Ruo moved the Library Board of Directors approve the request from the Friends of the Library to use Lackman Library for the 2019 summer book sale.

Second: JR Riley

Motion carried unanimously

Consideration of closing date for Lackman Library

Mr. Casserley presented April 24th as the recommended closing date for Lackman Library. The transition team has estimated this date will give them enough time to move all of the contents of Lackman to Lenexa. The goal is to minimize the time the Lenexa community will go without Library service.

In February 2019, the opening date for the Lenexa City Center Library was announced. The same month, the Library received substantial completion of the new Lenexa City Center Library building. Furniture, equipment, and shelving are currently being installed in anticipation of the June 2, 2019, opening.

Motion: Amy Ruo moved to approve April 24th to close the Lackman Library to facilitate preparations for the opening of the Lenexa City Center Library.

Second: JR Riley

Motion carried unanimously

Mr. Casserley shared that he recently received a written letter from a young patron requested that the Library consider purchasing two large stuffed animals for the Lenexa and Monticello Libraries. The request from the

patron has been approved and the Foundation will be purchasing a 55 inch stuffed puppy for Monticello. A staff member has donated a large stuffed bear to the Lenexa Library.

Consideration of update to ARM 20-10-10, Public Facilities Hours of Services

Mr. Casserley presented the revised ARM 20-10-10, Public Facilities Hours of Services.

When Lackman closes, the Lackman hours of operation will no longer need to be included in the policy. Lenexa City Center will have hours similar to Antioch, Blue Valley, Central, and Monticello and should be categorized with those branches in the policy. Lenexa City Center Library will also feature a Drive-Thru and Extended Hours Holds Pickup that will be different from the building hours. All of these hours should be reflected in ARM 20-10-10.

Motion: JR Riley moved to approve the Lenexa Move-In Team's recommendation to update ARM 20-10-10 to reflect Lenexa City Center Library's hours of operation.

Second: Donna Mertz

Motion carried unanimously

Consideration of update to ARM 20-10-90, Fee Schedule

The Extended Hours Holds Pickup service will be available to all patrons who have a library card in good standing and sign an agreement form. They will receive a pass that works like a keycard to enter the Lenexa City Center holds area between the hours of 5 a.m. and 10 p.m.

Passes will cost the library \$5 each, and the first pass the patron receives will be at no cost to them. The Lenexa Move-In Team recommends charging \$10 for a replacement pass to encourage patron's to keep their cards in a safe place, not loan them out to others, and to make up for the cost of replacing and reprogramming cards. Ms. Hupp commented that she has heartburn with providing the service free with the Library incurring the \$5.00 initial fee per patron.

Mr. Casserley commented that this is a new service.

Motion: Amy Ruo moved to approve the Lenexa Move-In Team's recommendation to update ARM 20-10-90 to include a \$10 replacement cost for Extended Hours Holds Pick-up passes.

Second: Brandy Butcher

Motion carried unanimously

Consideration of memorandum of understanding with Kansas City Artists Coalition (KCAC)

Under this agreement, the Oak Park and Blue Valley libraries will serve as annex galleries for the Kansas City Artists Coalition. This partnership gives the role of art curation to the experts in the field. This partnership also connects our patrons to art and artists who may not otherwise intersect.

Motion: Brandy Butcher moved the Johnson County Library Board of Directors approve the proposed memorandum of understanding with Kansas City Artists Coalition through December 31, 2020.

Second: JR Riley

Motion carried unanimously

ADJOURNMENT

Motion: Amy Ruo moved to adjourn the meeting.

Second: JR Riley

Motion approved unanimously

Meeting adjourned at 5:10 p.m.

SECRETARY _____
Bethany Griffith

CHAIR _____
Nancy Hupp

SIGNED _____
Sean Casserley

JOHNSON COUNTY LIBRARY
GIFT FUND
TREASURER'S REPORT
Period: FEB-2019

			Receipts	Payments	Balance
	Opening cash balance				\$72,990.45
		Add Receipts	\$104.50		
		Less Payments		\$0.00	
	Ending Cash balance				\$73,094.95
		Less Liabilities		\$0.00	
	Unobligated cash balance				\$73,094.95

APPROVED: _____

DATE: _____

To: Johnson County Library Board of Directors

From: Sean Casserley, County Librarian

Date: April 11, 2019

Issue: The annual election of officers of the Library Board of Directors.

Background: Administrative regulation ARM 10-50-10, Bylaws of the Board of Directors, guides the annual election of officers. The officers of the board include a chair, vice chair/secretary, and treasurer. Officers serve a term of one-year commencing immediately upon election.

The Johnson County Library nominating committee, Donna Mertz and JR Riley, submits the following nominations for 2019 to 2020 officers:

Chair: Bethany Griffith

Vice-Chair/Secretary: Amy Amos Ruo

Treasurer: Sheryl Spalding

Recommendation:

The Johnson County Library Board of Directors elect the recommended slate of officers for the 2019-2020 year.

Suggested Motion:

I move that the Library Board of Directors elect the recommended slate of officers for the 2019-2020 year.