

JOHNSON COUNTY LIBRARY

BOARD REPORT

JULY 11, 2013

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 11, 2013
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. Mitra Templin, Board Chair
 - a. Board Retreat comments
 - C. Dave White, President, 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
 - B. County Librarian Report – Sean Casserley, County Librarian
 - 1. Strategic Plan Update and Next Steps
 - 2. Award from ULC (Urban Libraries Council), presented by Louisa Whitfield-Smith
 - 3. eBook/Zinio update
 - 4. Budget Report
 - 5. Cedar Roe Community Meeting
- V. Consent Agenda
 - A. Action Items:
 - 1. Minutes of June 13, 2013 Board meeting.....7
 - B. Information Items
 - 1. Summary of New and/or Renewed Contracts.....14
 - 2. Financial and Personnel
 - a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for May, 2013 were handled in accordance with library and County policy.
 - b) The May, 2013 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.....16
 - 2. Summary of Gift Fund Receipts.....17
 - 3. Summary of Gift Fund Payments.....18
 - The County Librarian and the Finance Director certify

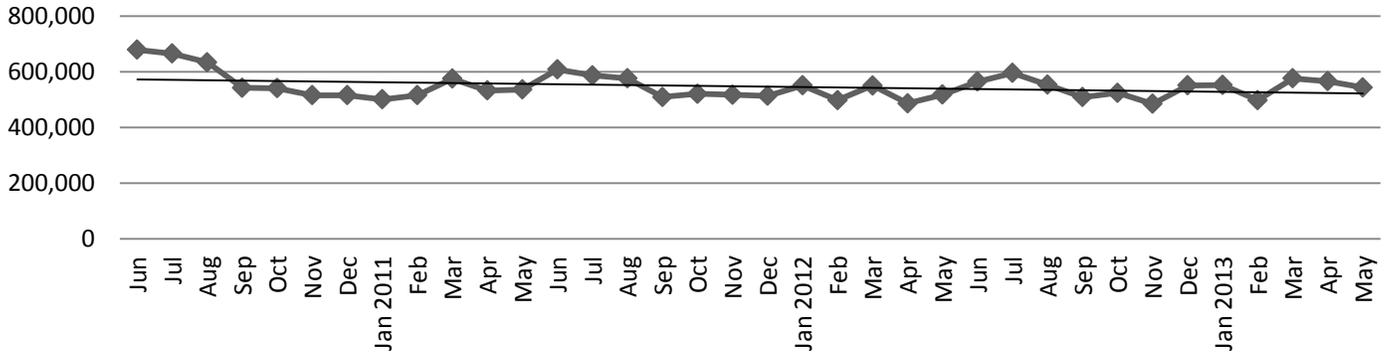
the Gift Fund receipts and disbursements were handled in accordance with Regulations 10-55-12 and 10-55-12A of the Library's Administrative Policy Manual.

- VI. Old Business
 - A. Hillcrest Update
 - B. Concealed Carry Update

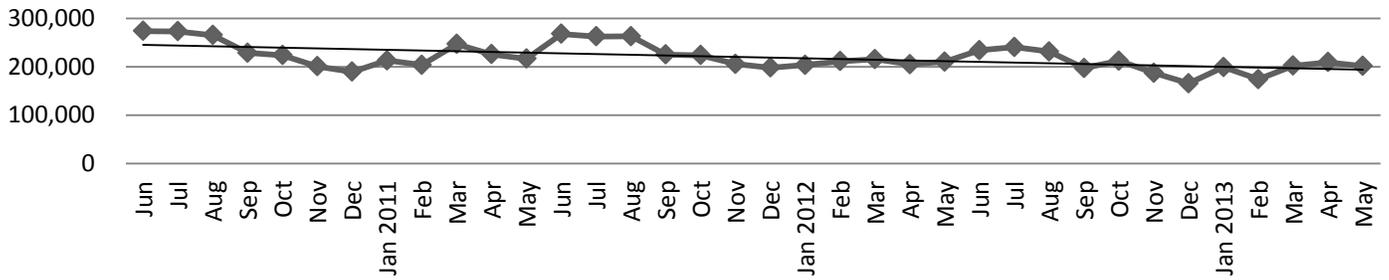
- VII. Document Signing

- VIII. Adjournment

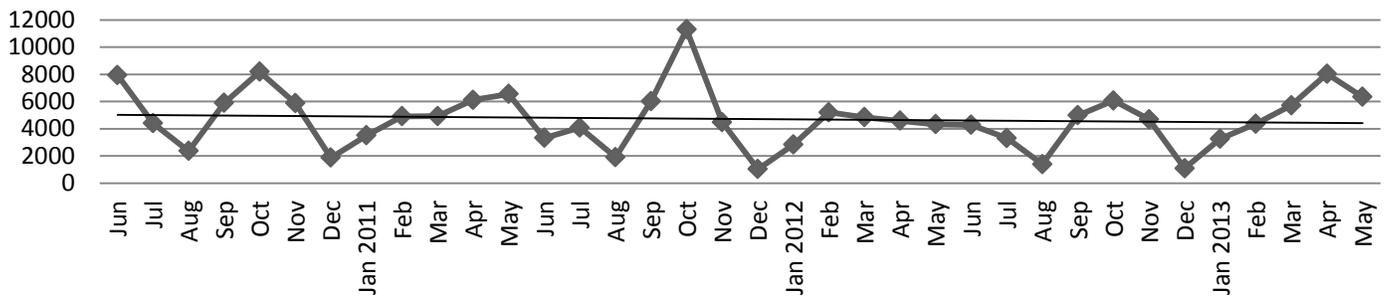
Systemwide Circulation



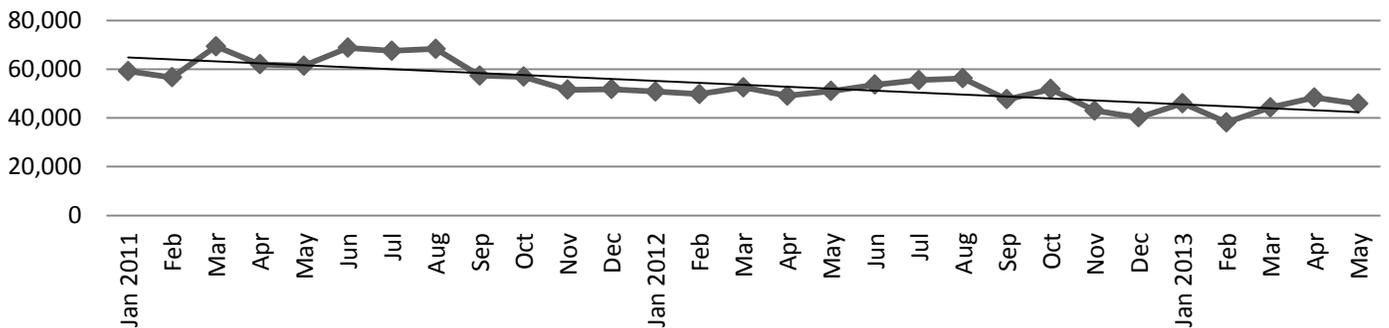
Systemwide Visits



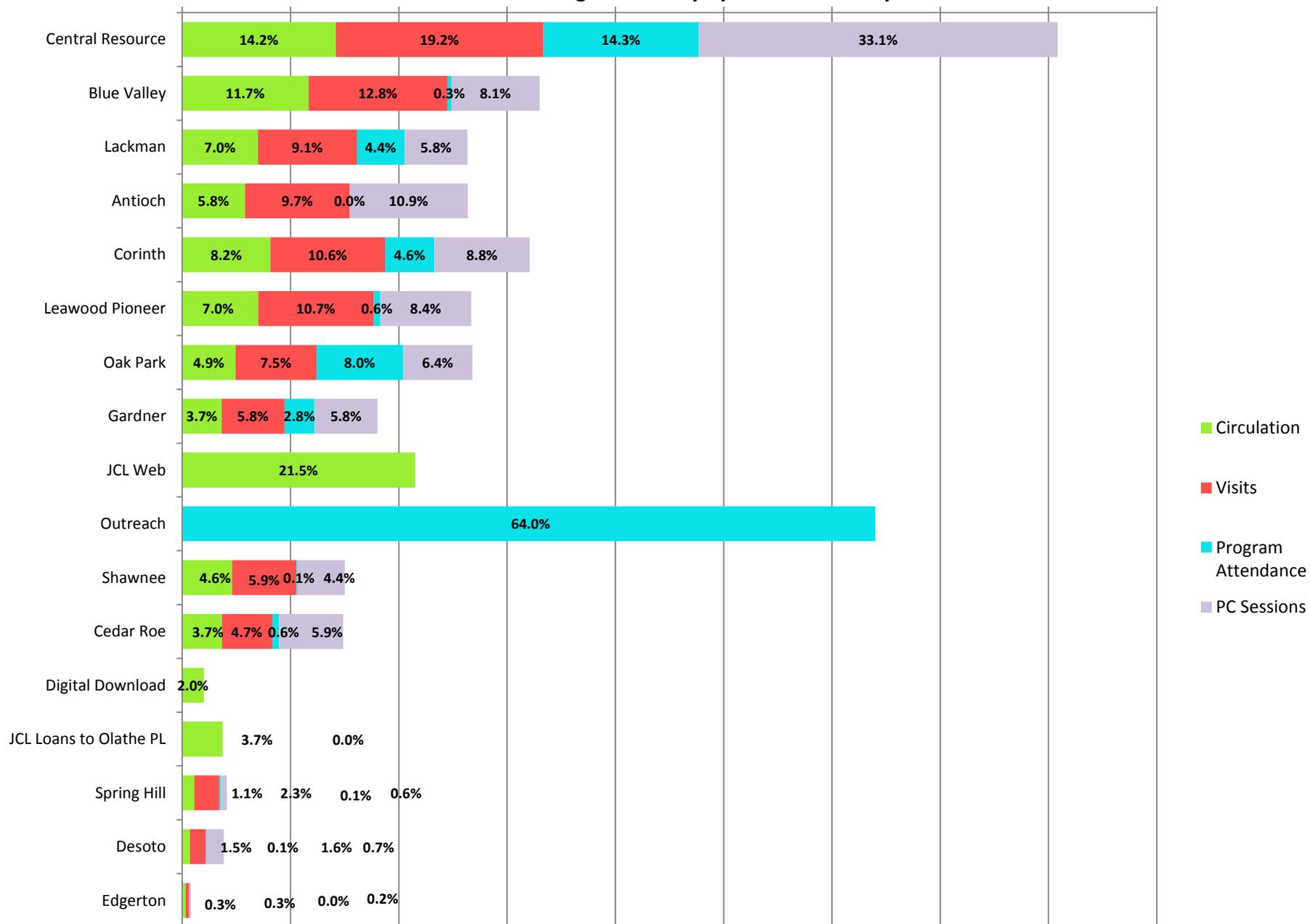
Systemwide Program Attendance



Systemwide PC Sessions



Johnson County Library Touch Points Percentage of Activity by Location -- May 2013



Johnson County Library
OFFICIAL CIRCULATION BY LOCATION

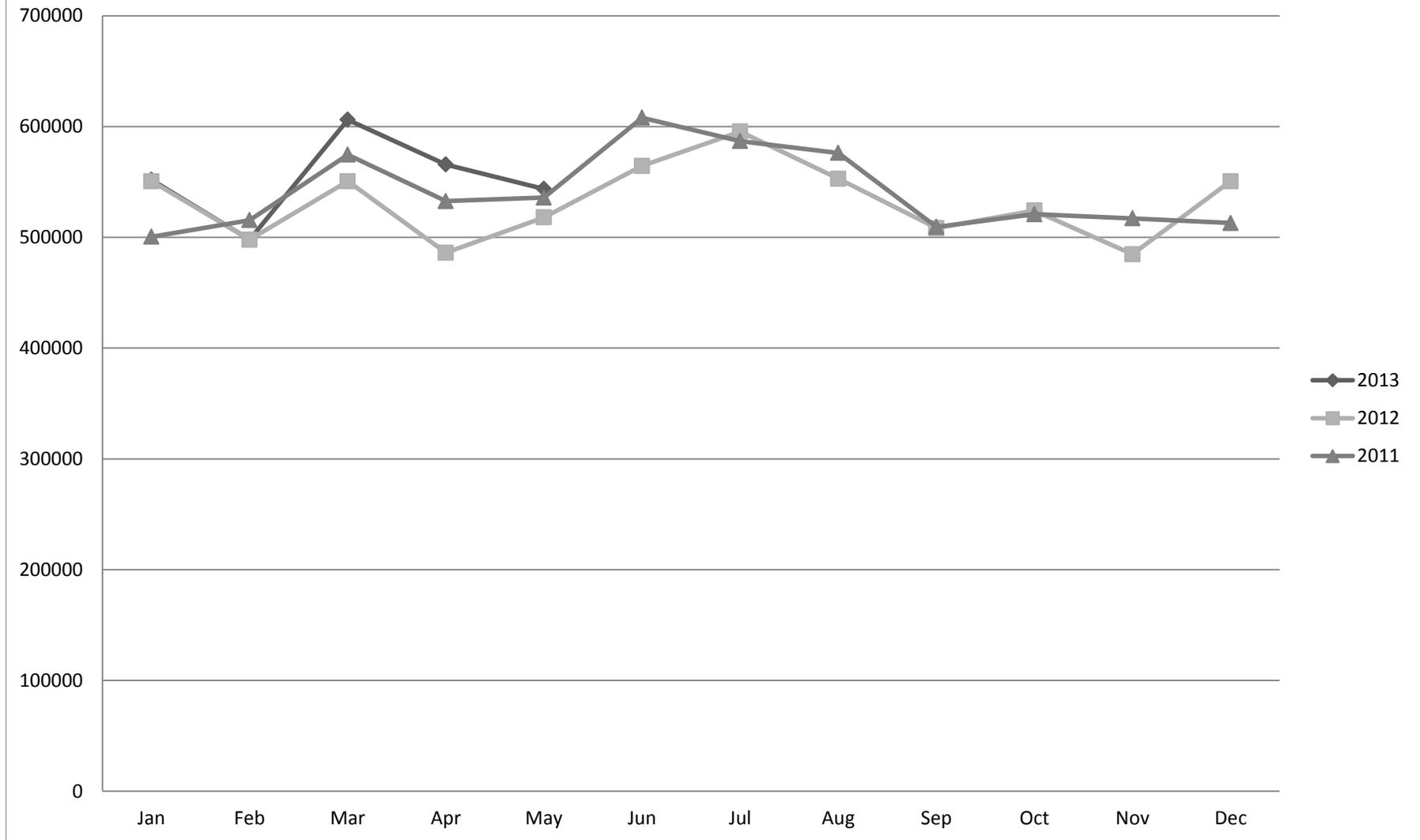
May 2013

Location	Official Circulation										
	Current Month 2013				Current Month 2012				Percentage Change 2012 to 2013		
	Month		Yr-to-Dt Circulation	Previous Twelve Months	Month		Previous Twelve Months	Month	Yr-to-Dt	Previous 12 mos.	
	Number (inc. ILL)	Percent of System Total			Number (inc. ILL)	Percent of System Total					
Antioch	31,496	5.8%	153,909	377,411	28,345	5.5%	147,781	387,493	11.1%	4.1%	-2.6%
Blue Valley	63,425	11.7%	314,643	778,570	64,942	12.5%	306,713	780,284	-2.3%	2.6%	-0.2%
Cedar Roe	19,864	3.7%	95,989	230,208	19,615	3.8%	96,425	255,778	1.3%	-0.5%	-10.0%
Central Resource	77,129	14.2%	370,863	902,478	70,260	13.6%	368,324	935,203	9.8%	0.7%	-3.5%
Corinth	44,338	8.2%	218,097	523,440	42,932	8.3%	197,538	445,680	3.3%	10.4%	17.4%
Desoto	3,790	0.7%	19,133	49,576	5,031	1.0%	23,001	58,706	-24.7%	-16.8%	-15.6%
Edgerton	1,683	0.3%	6,969	16,807	1,347	0.3%	6,906	17,782	24.9%	0.9%	-5.5%
Gardner	19,848	3.7%	99,349	251,342	21,014	4.1%	98,123	250,194	-5.5%	1.2%	0.5%
Lackman	38,014	7.0%	184,045	445,954	39,060	7.5%	183,026	461,695	-2.7%	0.6%	-3.4%
Leawood Pioneer	38,183	7.0%	188,397	472,366	40,775	7.9%	196,215	492,707	-6.4%	-4.0%	-4.1%
Oak Park	26,788	4.9%	129,075	324,416	26,448	5.1%	129,576	327,288	1.3%	-0.4%	-0.9%
Shawnee	25,017	4.6%	123,394	303,627	25,642	4.9%	119,259	305,349	-2.4%	3.5%	-0.6%
Spring Hill	6,112	1.1%	29,825	68,591	5,338	1.0%	29,275	70,102	14.5%	1.9%	-2.2%
JCL Web Renewals	116,858	21.5%	664,267	1,485,682	107,357	20.7%	593,451	1,377,186	8.8%	11.9%	7.9%
Digital Downloads*	10,899	2.0%	35,799	35,799	n/a	n/a	n/a	n/a	n/a	n/a	n/a
JCL Loans to Olathe PL	20,244	3.7%	101,573	250,285	19,941	3.8%	107,756	269,409	1.5%	-5.7%	-7.1%
JCL Branch Total	318,558	58.6%	1,562,825	3,842,308	320,489	61.9%	1,533,838	3,853,058	-0.6%	1.9%	-0.3%
JCL Brances and Central	395,687	72.8%	1,933,688	4,744,786	390,749	75.4%	1,902,162	4,788,261	1.3%	1.7%	-0.9%
JCL SYSTEM TOTAL	543,688	100.0%	2,735,327	6,516,552	518,047	100.0%	2,603,369	6,434,856	4.9%	5.1%	1.3%

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

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

Johnson County Library Three-Year Trend in Circulation



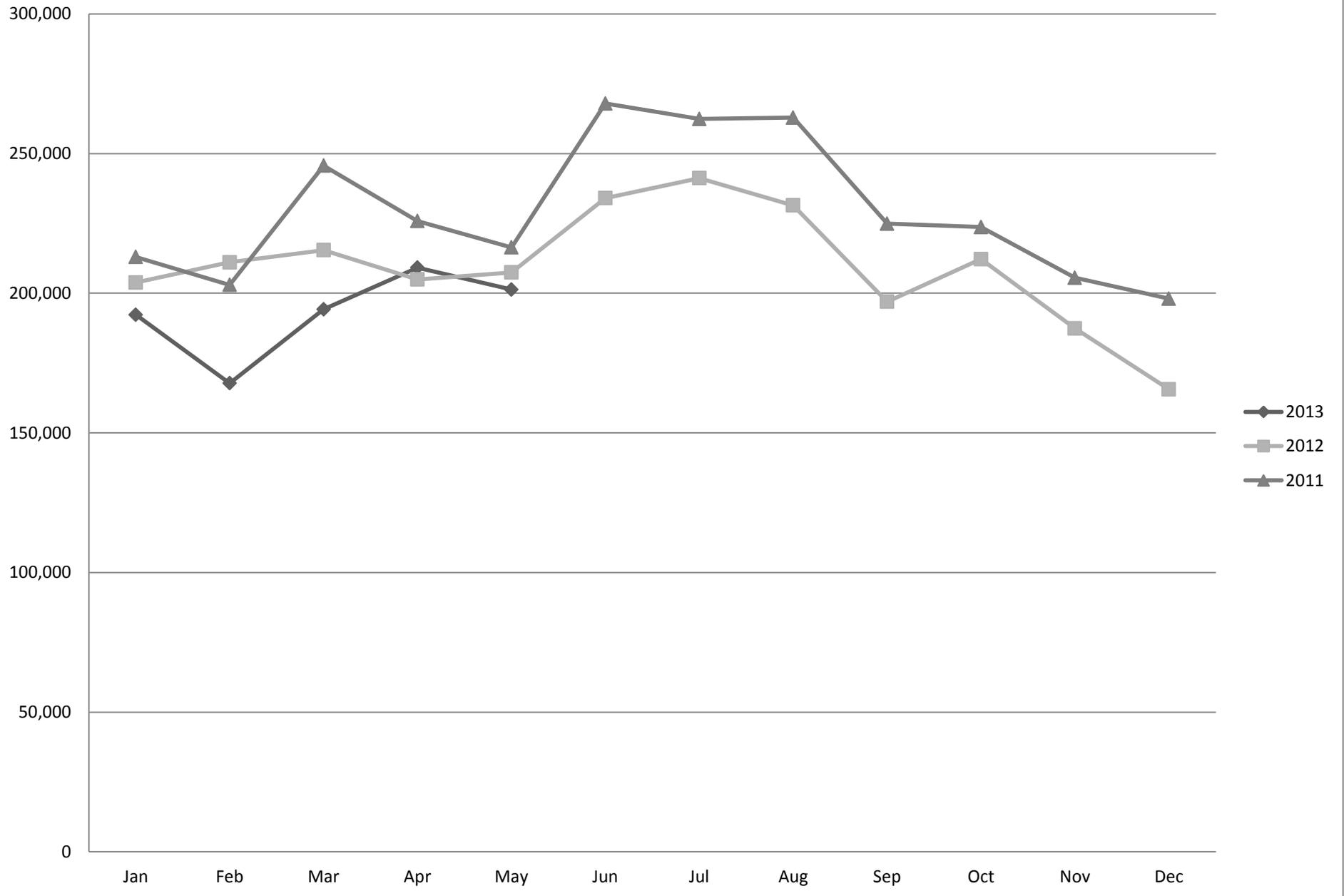
Johnson County Library
USER VISITS

May 2013

Location	Current Month 2013								Current Month 2012				Percent Change 2012 to 2013		
	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	19,466	9.7%	97,988	247,986	247	79	31,496	1.6	19,792	9.4%	100,967	250,965	-1.6%	-3.0%	-1.2%
Blue Valley	25,854	12.8%	125,649	324,443	247	105	63,425	2.5	26,903	12.8%	127,967	326,762	-3.9%	-1.8%	-0.7%
Cedar Roe	9,378	4.7%	43,425	126,547	183	51	19,864	2.1	9,379	4.5%	46,079	129,200	0.0%	-5.8%	-2.1%
Central Resource	38,602	19.2%	189,988	456,495	268	144	77,129	2.0	35,432	16.8%	195,050	461,557	8.9%	-2.6%	-1.1%
Corinth	21,276	10.6%	105,096	291,142	247	86	44,338	2.1	22,027	10.5%	105,864	291,910	-3.4%	-0.7%	-0.3%
DeSoto	2,947	1.5%	13,696	36,506	150	20	3,790	1.3	3,047	1.4%	14,078	36,887	-3.3%	-2.7%	-1.0%
Edgerton	647	0.3%	2,701	12,183	107	6	1,683	2.6	1,016	0.5%	3,635	13,117	-36.3%	-25.7%	-7.1%
Gardner	11,650	5.8%	48,063	140,807	231	50	19,848	1.7	13,533	6.4%	57,166	149,909	-13.9%	-15.9%	-6.1%
Lackman	18,385	9.1%	100,044	271,819	231	80	38,014	2.1	20,111	9.6%	107,051	278,826	-8.6%	-6.5%	-2.5%
Leawood Pioneer	21,457	10.7%	104,154	301,953	231	93	38,183	1.8	26,012	12.4%	121,506	319,305	-17.5%	-14.3%	-5.4%
Oak Park	15,031	7.5%	82,069	220,338	231	65	26,788	1.8	14,966	7.1%	87,968	226,237	0.4%	-6.7%	-2.6%
Shawnee	11,974	5.9%	52,914	141,559	231	52	25,017	2.1	12,359	5.9%	55,860	144,504	-3.1%	-5.3%	-2.0%
Spring Hill	4,638	2.3%	19,868	59,191	142	33	6,112	1.3	5,732	2.7%	22,376	61,699	-19.1%	-11.2%	-4.1%
Branch Total	162,702	80.8%	795,668	2,174,473	2,478	66	318,558	2.0	174,877	83.2%	850,517	2,229,322	-7.0%	-6.4%	-2.5%
SYSTEM TOTAL	201,305	100.0%	985,656	2,630,968	2,746	73	395,687	2.0	210,309	100%	1,045,567	2,690,879	-4.3%	-5.7%	-2.2%

	2013	2012
Average Visits per Capita for Current Month:	5.7	6.0
Average Visits per Capita for Year-to- Date:	5.6	5.9
Service Area Populat	422,500	422,500

Johnson County Library Three-Year Trend in Library Visits



**MINUTES JOHNSON COUNTY LIBRARY BOARD
REGULAR MEETING
THURSDAY,
June 13, 2013
4:00 p.m.
Central Resource Library**

BOARD: Mitra Templin, Nancy Hupp, Pam Robinson, Amy Amos Ruo, Neil Shortlidge, and Carol Snyder. Emmanuel Obi, absent.

BOARD ATTORNEY: Fred Logan, present.

BOCC: Not Present

FRIENDS OF THE LIBRARY: Dave White

STAFF: Sean Casserley, Tricia Suellentrop, Jennifer Mahnken, John Helling, Matt Sapp, Barbara Brand, Mike Heffernan, Rita Rubick, Bradley Debrick, Suzanne Ford, Scott Sime, Aubrey Seavey, Adam Wathen, Kim Gile, Marsha Bennett, Ron Zluticky

GUESTS: Lynne Brown, Carson and Kim, Georgia Sizemore, Danni Livingston

Board Chairman Mitra Templin convened the meeting at 4:00 p.m. Ms. Templin asked for citizen comments. There were none.

BOARD OF DIRECTORS COMMENTS

Amy Amos Ruo remarked that she has been enjoying the tours of the branch libraries for the new board member orientation.

Neil Shortlidge stated that he is looking forward to the Friends report to hear the results of the Sizzlin' Summer book sale.

Nancy Hupp congratulated Susan Mong on the successful donor event held on May 16th. She also thanked Sean for the opportunity to join the Board orientation sessions.

Pam Robinson thanked staff members who have helped with the orientation sessions.

Mitra Templin stated that the orientation is a great learning opportunity and thanked all staff for their work.

FRIENDS OF THE LIBRARY

Dave White reported that the Sizzlin' Summer book sale was very successful, earning over \$77,500. This was less than last June's total which may be because prices were

raised last year and there were fewer books this year. Wednesday of the sale was a record day with over \$39,000 in sales.

Boxes of books that were not sold were donated to other organizations, including Rehab KC, Johnson County Detention Center, and the KU Cancer Treatment Center among others.

Mr. White recognized all of the volunteers who work to put together a successful sale, as well as Johnson County Library Foundation members who supported the event by volunteering or bringing treats.

He also recognized and thanked Commissioner Osterhaus for working two volunteer shifts during the sale, including the opening day and the final day for clean-up.

A “Meet and Greet” will be held on June 25th to welcome Ron Zluticky, the new Volunteer Coordinator. The event will be held at Antioch from 1:30-3:00. The Friends will be providing refreshments.

JOHNSON COUNTY LIBRARY FOUNDATION

Lynne Brown reported for the Foundation.

The Foundation congratulated the Friends for their successful book sale. A number of Foundation Board members participated and were amazed at the organization and volume of people and sales.

Ms. Brown reported that the Foundation approved the annual disbursement from the endowment fund to the Library of \$71,714.00. The disbursement will go to support the collection.

The first issue of the Foundation e-newsletter was sent to donors in May. The newsletter will be sent bi-monthly and is a tool to stay connected with donors.

Joan Roney, a founding mother of the Johnson County Library, responded to the Foundation Newsletter and reached out to tell her story.

The grant from the Hispanic Development Fund has generated excellent media coverage for the Foundation. KMBZ and Dos Mundos both covered the grant.

The May donor event was terrific. Foundation members made many new connections and heard many stories of why people connect with the library. The Foundation would like to gather personal stories of why the library is important to donors and share them through the Foundation.

The Foundation is actively developing a packet to develop corporate partnerships.

The tri-board meeting will be held Wednesday, August the 7th from 5:30 to 7:00 p.m. at the Hereford House in Shawnee.

Pinnacle award nominations are coming in. Ms. Brown encouraged Board members to submit nominations, as well as encourage nominations. July 11th is the nomination deadline.

The Pinnacle awards will be held on the 17th of October. A major sponsor has been secured; details will follow at a later time.

Ms. Hupp commented that the Foundation appears to be moving ahead in an excellent direction with Susan's guidance. Ms. Brown agreed saying, "there is a bias for action in that woman, and that is a beautiful thing."

BOARD COUNSEL REPORT

Mr. Logan, Board Counsel, presented a concealed carry exemption letter. The legislature has adopted new legislation regarding the Kansas Personal Family Protection act, also known as the concealed carry legislation. Libraries are impacted by this legislation. Mr. Logan has presented an opportunity to exempt the library from the application of the act for a period of 6 months. The purpose of the exemption period is to give local government an opportunity to conduct an assessment of each building to determine security measures that can be taken that may allow a further exemption from the terms of the act.

The temporary 6 month exemption can be implemented by authorizing Board Chair, Mitra Templin, to send a letter to the Kansas Attorney general, Sheriff of Johnson County and the Chiefs of police of the cities in which a library building is located.

Mr. Logan presented a revised letter and acknowledged that the letter would be revised one final time before being sent to correct the date to June 13th.

Mr. Logan explained that the library Board holds title to every library building in the system, which is why the library board will be taking action on this matter.

Mr. Logan commented that he believes a policy decision will eventually have to be made by the Board of County Commissioners to determine if security measures will be placed at every public entrance of all county government facilities. Mr. Logan noted that the cost may be prohibitive. The Library may be on a "glide path" for this to become law effective January 1st; however the letter does provide a 6 month exemption.

MOTION: Neil Shortlidge moved to authorize Mitra Templin to send the exemption letter to the Attorney General. **SECONDED:** Amy Amos Ruo
MOTION CARRIED UNANIMOUSLY

Mr. Logan presented a conflicts of interest policy and disclosure form and recommended that members of the library board adopt ARM 10-50-40 that describes the policy and would require library board members complete the form annually.

Mr. Logan noted that it is unlikely for conflicts of interest to arise; the rare occurrence may be in the context of real estate. ARM 10-50-40 would put Board members on additional notice and request they list both the not for profit boards of which they are members and their employers.

If adopted Mr. Logan recommended that library staff provide Board members with the form to complete on a scheduled annual basis. As discussed by the Board it was decided that if approved the form will be completed annually at the January meeting and by new members when they join the Board.

MOTION: Nancy Hupp moved that the Library Board of Directors adopt ARM 10-50-40. **SECONDED:** Neil Shortlidge

MOTION CARRIED UNANIMOUSLY

COUNTY LIBRARIAN REPORT

Mr. Casserley thanked both the Friends and Foundation for their support and funding.

Mill Creek Story Times-

Bradley Debrick, Early Literacy Coordinator, reported to the Board on the progress of the Mill Creek story times.

In the spring of this year, Shawnee library staff planned a 5 week story time program at the Mill Creek Activity Center. The first story time had 4 children and 1 adult, by the end of the spring session there were 15 to 20 people at each story time.

Using the numbers from the spring program, Mr. Debrick began planning the 10 week summer story time program at the Mill Creek Activity Center. Mr. Debrick reported that 85 people attended the first session, 53 children and 32 care givers.

In addition to story time, a 6 by 6 ready to read activity kit was set up in the Dance Studio at the Mill Creek Center which gave Mr. Debrick the opportunity to connect with new patrons and talk about library services.

Mr. Debrick thanked John Helling, Barbara Brand and Sean Casserley for their work in coordinating with Parks and Recreation and the Mill Creek Activity Center.

Tricia Suellentrop, Deputy County Librarian, reported to the Board that Mr. Debrick had just returned from Washington, D.C. where he was invited by the White House to be included in a panel as a “Champion of Change”, due to his work with the 6 by 6 programs and involvement in libraries.

At a question from the Board, Mr. Debrick reported that it was an exciting experience where he was able to listen to speeches by each Champion held in a small auditorium adjacent to the West Wing.

Board Retreat-

Mr. Casserley provided an update on the Board Retreat to discuss the Strategic Facilities Master Plan. The retreat will be held on July 10th, facilitated by Joan Fry Williams. The agenda will be created prior to the retreat. A location has not yet been selected.

Cedar Roe Update –

The Cedar Roe branch was closed for a week due to electrical issues caused by water damage from a storm. The branch was closed while parts needed for the repair were delivered. Repairs cost approximately \$40,000. Repairs have been made and Cedar Roe is currently open.

Mr. Casserley reported that he, Tricia Suellentrop and John Helling will attend a Town Hall meeting to discuss the Library’s Strategic Facilities Master Plan with the Mayor and citizens of Roeland Park. They will be sharing information on the history of the Cedar Roe building and discuss the 2009 Facilities Master Plan, as well as discuss possible scenarios for the future. Mr. Casserley stated that we are grateful to have been invited to listen to what the community needs.

Strategic Facilities Master Plan–

Mr. Casserley stated that a framework to build the Strategic Facilities Master Plan has been built on the Library’s vision and mission. At the July 10th Retreat, Board members will work through a number of scenarios and set a direction for the updated Strategic Facilities Master Plan.

Mr. Casserley introduced an idea to form a steering committee to guide the Strategic Facilities Master plan. The steering committee will be made up of representatives of county departments and agency heads that will be able to think strategically of how the library is most effective within the county.

The Library Board would work in conjunction with the steering committee and library staff.

Mr. Casserley asked if Board members agreed with this approach or if they had concerns. No concerns or feedback was provided. The Board approved the approach.

CONSENT AGENDA

MOTION: Amy Amos Ruo moved to approve the consent agenda.

SECONDED: Pam Robinson **MOTION CARRIED UNANIMOUSLY**

OLD BUSINESS

Strategic Plan Update –

Aubrey Seavey, Staff Trainer, provided the Board with a report on the progress of the strategic planning process. The library administrative team has gathered information concerning community needs through three different sources. Ms. Seavey described how information was gathered from two community leader meetings, 6 staff meetings and an online MindMixer site that engaged the public.

Data collection is now complete and is being combined and analyzed. The next steps include a meeting with the administrative team to synthesize the data and begin writing the strategic plan, brainstorming strategic goals and tactics for primary service goals based on the results of the data, and engaging the staff in the process again late this summer/early fall.

A draft of strategic plan will be delivered to the Board in November.

Mr. Casserley thanked Aubrey Seavey, Scott Sime and Tricia Suellentrop for their work in condensing and processing the 8,000 lines of data collected from the three data sources.

NEW BUSINESS

BOCC Budget report –

Mr. Casserley reported that he has spoken with Dave Vratny from the County Budget office to review the library budget and the presentation that he will give to the Board of County Commissioners on June 20th. Mr. Vratny confirmed that the library has no budget issues and was complimentary about how staff is managing their budgets.

The CIP process has gone through a committee process and the updates to Central have been approved and moved on for a decision by the County Manager. If approved, the CIP will go to the Board of County Commissioners for a decision August 7th. The Capital Improvement project can be completed without increasing the mill levy.

Ms. Templin will be out of town for the budget presentation to the Board of County Commissioners on June 20th. Mrs. Hupp will attend to represent the Board; Ms. Templin encouraged other Board members to attend if they are available. The presentation will begin after 1:00 p.m.

ADJOURNMENT

MOTION: Pam Robinson moved to adjourn the meeting.

SECONDED: Nancy Hupp

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 4:50 p.m.

MOTION CARRIED UNANIMOUSLY

DATE _____

SECRETARY _____

Neil Shortlidge

CHAIRMAN _____

Mitra Templin

SIGNED _____

Sean Casserley, County Librarian

JOHNSON COUNTY LIBRARY

SUMMARY OF NEW AND/OR
RENEWED CONTRACTS
MAY 2013

VENDOR

DESCRIPTION

AMOUNT

Total

\$ -

SIGNED:

COUNTY LIBRARIAN

JOHNSON COUNTY LIBRARY

SUMMARY OF CHANGE ORDERS FOR CONSTRUCTION PROJECTS

05/01/13

CONTRACTOR	PROJECT/C.O. #	AMOUNT	ORIGINAL CONTRACT	TOTAL CONTRACT
None				

County Librarian

**JOHNSON COUNTY LIBRARY
GIFT FUND
TREASURER'S REPORT**
Period: MAY-2013

		Receipts	Payments	Balance
	Opening cash balance			\$167,377.33
	Add Receipts	\$20.09		
	Less Payments		\$0.00	
	Ending Cash balance			\$167,397.42
	Less Liabilities		\$77,126.00	
	Unobligated cash balance			\$90,271.42

APPROVED: _____

TREASURER: _____

JOHNSON COUNTY LIBRARY

SUMMARY OF GIFT FUND RECEIPTS

01-May-2013 To 31-May-2013

Donor	Description	Comments	Amount
		TOTAL	\$0.00

SIGNED



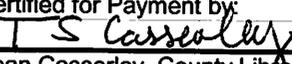
COUNTY LIBRARIAN

JOHNSON COUNTY LIBRARY
SUMMARY OF GIFT FUND PAYMENTS
May, 2013

VENDOR	DESCRIPTION	AMOUNT
		\$ -
	TOTAL	<u>\$ -</u>

SIGNED: TS Casenlay
COUNTY LIBRARIAN

CL Approval by Category

May Gift Fund Bills - May Board Meeting				
Vendor's Name	Invoice #	Amount	Code	Status
Visa				Paid
TOTAL				
			Certified for Payment by:  Sean Casserley, County Librarian	

JOHNSON COUNTY LIBRARY REVENUE REPORT

May 2013

42% of Year Lapsed

REVENUE ALL FUNDS AS OF 5/31/13	2013 Year to Date	2013 Budget	% Budget Year to Date	% Received Last Year
Ad Valorem	\$11,052,774.38	\$19,276,854	57%	58%
Ad Valorem Delinquent	\$298,818.89	\$416,911	72%	131%
Motor Vehicle	\$509,372.32	\$2,004,318	25%	27%
Library Generated - Copying/Printing	\$39,110.16	\$85,000	46%	44%
Library Generated - Overdues / Fees	\$289,197.90	\$750,000	39%	35%
Sale of Library Books	\$25,000.00	\$50,000	50%	50%
Misc Other	\$4,260.97	\$25,890	16%	19%
Library Generated - Other Charges	\$58,119.17	\$271,500	21%	10%
Investment	\$20,611.29	\$79,673	26%	19%
Unencumbered Balance Forward	\$0.00	\$405,978	0%	250%
Recreational Vehicle Tax	\$1,218.50	\$8,754	14%	20%
Heavy Trucks Tax	\$7,058.65	\$8,695	81%	83%
Rental Excise Tax	\$12,430.55	\$22,200	56%	58%
State and Federal Grants	\$1,875.00	\$230,000	1%	94%
Transfers	\$0.00	\$0	0%	0%
TOTAL REVENUE	\$12,319,847.78	\$23,635,773	52%	66%

JOHNSON COUNTY LIBRARY: Summary of Expenditures
May 2013
42% of Year Lapsed

OPERATING FUND	2013	2013	% Program	% Expended
Programs	Year to Date	Budget	Expended	Last Year
Collection Development	\$1,366,418.49	\$3,222,372	42%	40%
Administrative Services	\$749,567.91	\$2,131,640	35%	36%
Branch Services	\$1,506,862.69	\$3,705,665	41%	39%
Technical Services	\$272,309.34	\$808,812	34%	34%
Systemwide Services	\$1,088,978.04	\$2,970,642	37%	34%
Central	\$1,563,231.70	\$3,956,189	40%	34%
Facilities	\$991,785.48	\$1,639,012	61%	34%
Information Technology	\$920,269.85	\$2,021,685	46%	38%
Risk Management Charges	\$47,532.50	\$95,065	50%	25%
Library General Tax Increment	\$0.00	\$124,178	0%	0%
Grants *	\$3,011.55	\$230,000	1%	4%
Transfer to Capital Projects	\$0.00	\$411,250	0%	0%
Interfund Transfers	\$0.00	\$0	0%	0%
Total Operating	\$8,509,967.55	\$21,316,510	40%	35%

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

SPECIAL USE FUND	2013	2013	% Budget	% Expended
	Year to Date	Budget	Expended	Last Year
General Maintenance	\$20,672.75	\$0	0%	0%
Capital Equipment	\$62,032.66	\$192,564	32%	63%
Transfer to Debt Payment	\$97,754.23	\$1,970,395	5%	10%
Transfer to Capital Projects	\$140,000.00	\$140,000	100%	0%
Library Building Tax Increment	\$107,906.25	\$16,304	662%	0%
Total Special Use	\$428,365.89	\$2,319,263	18%	13%

TOTAL EXPENDITURES	\$8,938,333.44	\$23,635,773	38%	33%
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ALL FUNDS	2013	2013	% Categories	% Expended
Categories	Year to Date	Budget	Expended	Last Year
Salaries and Benefits	\$5,232,074.75	\$13,868,681	38%	36%
Contractual Services	\$1,553,597.80	\$2,731,841	57%	41%
Supplies	\$1,262,500.95	\$3,847,083	33%	30%
Capital - Operating	\$0.00	\$8,412	0%	67%
Risk Management Charges	\$47,532.50	\$95,065	50%	25%
Library General Tax Increment	\$0.00	\$124,178	0%	0%
Capital / Maintenance / Repair	\$82,705.41	\$192,564	43%	63%
Interfund Transfers	\$411,250.00	\$0	0%	0%
Transfer to Debt Payment	\$97,754.23	\$1,970,395	5%	10%
Transfer to Capital Projects	\$0.00	\$551,250	0%	0%
Library Building Tax Increment	\$0.00	\$16,304	0%	0%
Grants	\$3,011.55	\$230,000	1%	4%

TOTAL EXPENDITURES	\$8,690,427.19	\$23,635,773	37%	33%
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JOHNSON COUNTY LIBRARY

GRANTS MONTHLY REPORT

GRANTS*						
Expenditures through 5/31/13	Source	Received	Expend By	Expenditures	Grant Award	
6X6 Activity Kits	State	Sep-12	Dec-13	\$560.67	\$5,000.00	
2011 Alcohol Tax Fund	Local	Jan-11	Mar-12	\$6,782.92	\$9,500.00	
2012 Alcohol Tax Fund	Local	Jan-12	Mar-13	\$0.00	\$8,000.00	
TOTAL				\$7,343.59	\$22,500.00	

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

JOHNSON COUNTY LIBRARY

EXPENDITURE REPORT

MAY 2013

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
		BUDGET
EXPENDITURES	TO DATE	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	\$950.00	
Replace Drive - LA	\$5,850.00	
Furnishings-LE	\$3,951.60	
Patch & Paint-LE	\$450.00	
SE Book Drop	\$7,500.00	
CRL -Electric Upgrade	\$3,562.50	
SE-Door Controls	\$11,977.00	
2013 Expenditures	\$79,328.49	
Sub-Total 2013 Expenditures	\$79,328.49	
TOTAL EXPENDITURES	\$1,066,826.11	\$4,423.89

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

JOHNSON COUNTY LIBRARY

EXPENDITURE REPORT

MAY 2013

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 Expenditures		
CRL Repairs and Painting	\$48,412.50	
Architectural Services - Monticello Vending	\$4,153.81	
Architectural Services - CRL	\$5,601.25	
Security Improvements DE	\$3,198.00	
Security Improvements ED	\$3,198.00	
Security Improvements SH	\$3,198.00	
Furnishings-Book Cases	\$8,051.31	
Remodel BV	\$12,650.00	
Carpet COR	\$4,214.00	
CRL-Lighting Upgrade	\$12,992.00	
CO Remove Bookcases	\$1,575.00	
SE-Remove/Replace Sidewalk	\$5,875.00	
SSB Carpeting	\$845.00	
LA-Chairs	\$6,513.16	
Sub-Total 2013 Expenditures	\$120,477.03	
TOTAL EXPENDITURES	\$1,010,803.54	\$543,555.46

Expenditure of Friends of the JCL Donations 2013

MAY 2013 Report

<i>Expenditure Details</i>	<i>Payee</i>	<i>APRIL</i>	<i>APRIL YTD</i>
Volunteer Recognition		0.00	2,238.00
Advertising/Promotion		0.00	2,368.60
Collection Materials		0.00	0.00
Professional Development/Staff Recognition		1,239.46	5,727.62
Technology/Recruitment Consulting & Expenses		0.00	0.00
Summer Reading Club/Elementia		0.00	0.00
Other Library Programming		0.00	2,932.35
Miscellaneous		0.00	0.00
Total Expenditures		\$ 1,239.46	\$ 13,266.57