



Regular Meeting Agenda

Thursday, August 13, 2026 at 4:00 PM

Central Resource Library

Carmack Community Room

9875 W 87th St Overland Park, KS 66212

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

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

Page

I. Call to Order

- 1) Pledge of Allegiance

II. Public Comments

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[002 A - Aug Public Comments.docx](#)

III. Remarks

- 1) Members of the Johnson County Library Board of Directors
- 2) Board Chair, David Sims
- 3) Development Department: Written reports presented by Lauren Plumlee,
President of the Friends of Johnson County Library

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[Development Department Library Board Report August 2026.docx](#)

- 4) Liaison, Board of County Commissioners, Julie Brewer

IV. Board Counsel Report – Andrew Logan

- 1) Review Budget Revenue Neutral Rate Resolution
- 2) Review Library's Authority to enter into Contract, City Interlocal Agreements and Acquire Property
- 3) Review of Library Administrative Regulation Manual sections (ARMs) on Agenda

V. County Librarian Report – Kinsley Riggs, Deputy County Librarian

A) Finance and Statistics

2026 August Board Report

1)	Financial Report, Dave Vratny, Finance Director June 2026 Finance Reports.pdf 	11
	Budget Calendar and Budget Committee August 2026 Finance 2027 Budget Key Calendar Dates.pptx 	
2)	Department Trends: Project and Events Department, Scott Sime Project and Events Manager 005 A2 - 2026-0813c PM & Event Department presentation smaller.pptx 	17
B) Comprehensive Library Master Plan		
1)	Capital Projects: Timeline Summary, Scott Sime, Project and Events Manager 2026-0813 Capital Project Timeline Summary.pptx 	27
2)	Comprehensive Library Master Plan Refresh Update, Scott Sime, Project and Events Manager 005 B2 - 2026-0813b CLMP Refresh update smaller.pptx 	30
C) Updates – Kinsley Riggs, Deputy County Librarian		
1)	Race Project Update, Angel Tucker, Program Department Manager RPKC August 2026 Board Report FINAL.pptx 	34
2)	Corinth Replacement Project Update, Kinsley Riggs, Deputy County Librarian	
3)	Fall Guide, 2025 Annual Report, and Courier Trucks, Kinsley Riggs, Deputy County Librarian	
4)	Board Retreat, Kinsley Riggs, Deputy County Librarian	
VI. Consent Agenda		
A) Action Items:		
1)	Minutes of July 9, 2026 Regular Library Board meeting 006 A1 - Minutes - 2026 07 09 Board Minutes Final.docx 	55
2)	Consideration of Closure for Blue Valley Mechanical Equipment Replacement 006 A2 - 2026-0813 Blue Valley Library Board Briefing Sheet - closure informational.docx 	62
3)	Consideration of Closure at Leawood for Rooftop Units 006 A3 - 2026-0813 Leawood Pioneer Library Board Briefing Sheet - closure informational1 - Copy.docx 	63
4)	Consideration of Revision to 2027 Library Board dates 2026-08-13 2027 Library Board Dates Briefing Sheet.docx 	64

B) Information Items: Finance and Personnel

- 1) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for June 2026 were handled in accordance with library and County policy.
- 2) The June 2026 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 65
[June 2026 Treasurer's Report.pdf](#) 

VII. Old Business

- A) Action Item: Formation of Budget Review Committee, David Sims, Board Chair** 66
[007 A - Budget Review Committee Briefing Sheet 08-13-26.docx](#) 

VIII. New Business

- A) Information Item: Consider adoption of the Johnson County Library Board Resolution for 2027 Revenue Neutral Rate, David Vratny, Finance Director** 67
[Briefing Sheet - 08-13 Library Fund Revenue Neutral Rate 2027 Budget Resolution.docx](#) 

- B) Information Item: Consideration of Administration Regulation Manuals (ARMs) with revisions, Elissa Andre, Marketing & Communications Manager, and Michelle Olsen, Circulation Manager** 68
- 20-10-40 Social Media Commenting Terms of Use Policy
- 20-10-55 Theft, Vandalism, and Destruction of Library Property
- 20-10-95 Waiving Aged Patron Accounts Receivable
- 20-20-20 Confidentiality of Records
- 30-20-70 Works of Art and Artifacts
- [008 B1 - 2026.08.13 ARM Briefing Sheet.docx](#) 
- [08132026_Combined ARMs.pdf](#) 

- C) Information Item: Consideration of Contract with MEI Inc. for Branch Services Audio Visual, Michelle Beesley, IT Manager** 96
- [008C 1 - MEI AV Projects Briefing Sheet Aug 2026 Digital Signage and Update Projects.docx](#) 
- [Blue Valley Branch Technology Refresh Updated 7.16.26.pdf](#) 
- [Gardner Branch Technology Refresh Updated 7.16.26.pdf](#) 
- [Leawood Branch Technology Refresh Updated 7.16.26.pdf](#) 

IX. Executive Session: Attorney Client Privilege

X. Adjournment

PUBLIC COMMENTS

August 2026

July 21, 2026

I was saddened to learn the Auto Repair Source was going to be leaving the library. This is a fantastic online resource that I have enjoyed numerous times. We live in a world of escalating car repair prices and this empowered people to repair their own vehicles and keep maintenance cost down. Residence of the Kansas City area rely greatly on having a vehicle to get to and from work and is not a place to have a broken down vehicle. Our public transport is very limited in this area. There are shops out there charging over \$200 per labor hour to work on your vehicle! That and escalating parts pricing means that a trip to the repair shop can be very expensive! I would love to see this service continued or replaced by another online repair resource such as All Data. I would like to end this by thanking the library for providing the automotive repair information it has thus far.

Thanks again

Dirk Biddison

July 21, 2026

Dear Library Board Members,

To spend \$33 million to replace the Corinth library is a waste of money. Your website says that "no tax increase is expected to pay for the new facility." That's a misleading statement. The Comprehensive Library Master Plan is taxpayer funded.

My recommendation, since no new site has been determined, is to take the \$33 million allocated in 2026 to the new library, and use \$32 million of those dollars to fund library operations in 2027. Save the other \$ 1million, and use that to update the current location.

This way, you can save taxpayers \$32 million, and save the county from increasing property taxes in 2027.

Thank you.

Phil Bauer
7/21/26

July 26, 2026

When I spoke to the Board in February, I was worried about Corinth. Since then, you have done a much better job of giving us those small nuggets of information that show the project is still moving. Corinth is appearing in the Board notes, and that matters.

I understand that the site-fit studies are preliminary and are not meant to get anyone's hopes up. But after so many years of uncertainty, I can finally see real forward progress.

So, sorry, Ms Suellentrop. My hopes are up.

The work with Prairie Village, the test fits, the parking questions, and the fact that serious options are being considered are more progress than I could have imagined in February.

I know this is still an extraordinarily difficult job, and there is a long way to go. But I wanted to be just as quick to say thank you as I was to raise concerns. I appreciate the work being done, and you have my support as you continue.

Marsha Ratzel



Monthly Report of the
Volunteer & Friends Engagement Coordinator to the
Board of Directors of Johnson County Library
August 2026

Summer Volunteers

Teen volunteers continue to play an important role in assisting with Summer Reading book distribution, circulation tasks, and programming. During the month of July, we had 18 new volunteer opportunities, with 258 volunteer positions filled. Programming opportunities included assisting programming with the Baby FIFA World Cup to greeting patrons who came in after library hours to participate in early voting. We are so grateful for the volunteers who continue to support and supplement the work of the Library.

Library Lets Loose Volunteers

The countdown is on for Library Lets Loose. It will be a full weekend of volunteer support needed to make the party come together. All volunteer opportunities posted on the Library's website. If you know someone who might be interested, please share this information with them. It takes about 100 volunteers to put on this fabulous event. Opportunities include helping with setup on Friday evening and Saturday afternoon, working the event on Saturday night, and helping with cleanup on Sunday morning.

Additionally, we still have a few Lead Volunteer positions available for adults to help with setting up on Saturday afternoon. If you know anyone who would make a great Lead Volunteer, please have them contact Amber Bourek Slater.

Volunteer Trends

Real World Learning is a Kansas City initiative that helps prepare students for the future. Through immersive experiences such as projects and internships, students get a head start on achieving their career goals. Twenty-five school districts in the Kansas City metro area, including Blue Valley and Shawnee Mission, are participating in this program.

At the Library, we have several high-achieving students who dedicate their time to volunteering with us. Many are members of National Honor Society chapters or service clubs. With 46% of our 2025 volunteers being 18 or younger, we anticipate an increased demand for volunteer opportunities among area teens. Currently, teen volunteers contribute an average of 13 service hours annually. Amber Bourek Slater anticipates that hybrid and virtual volunteer opportunities will be especially popular with this busy generation.

JOHNSON COUNTY LIBRARY FOUNDATION

Monthly Report of the
Johnson County Library Foundation to the
Board of Directors of Johnson County Library
August 2026

Library Lets Loose on Saturday, September 19th

We are excited to report that over \$80,000 has been donated or pledged for Library Lets Loose in 2026. With a goal of \$200,000, we are on our way! Paper invitations went out this past week.

A BIG thank you to the following donors:

- Chris Anderson and Lyn Buckley
- Ann K. Baum, G. Kenneth and Ann Baum Philanthropic Fund
- Sarah and Jon Baum
- Judie Becker
- Anne and Bill Blessing
- Lisa Larson Bunnell and Nicholas Bunnell
- Johnson County Post

If you are on social media – Facebook, Instagram or LinkedIn – please share posts from the Johnson County Library Foundation. It helps us build momentum for the event when people see it multiple times and in multiple places.

Food Vendors at Library Lets Loose

For many of us, it's all about the food! Library Lets Loose will have 14 different restaurants serving at the event, including:

- Buffalo State Pizza
- Meat Mitch
- Atomic Cowboy
- Golden Scoop
- Strang Hall
- PopCulture Popcorn
- Weiner Kitchen
- Strips Chicken
- Nothing Bundt Cakes



Monthly Report
of the Friends of Johnson County Library
to the Board of Directors of Johnson County Library
August 2026

Reporting this Month – Lauren Plumlee

Lauren Plumlee is entering her fourth year of service on the Friends Board and currently serves as Board President. Prior to stepping into this role, she served as Board Secretary and Vice President. Having lived in the Kansas City area for the past eight years, Lauren joined the Friend of Johnson County Library Board to become more connected to the community, give back through service, and support a cause that is important to her. She is passionate about promoting literacy, advocating for the library and advancing the organization's mission to support library services throughout the community.

Professionally, Lauren works in Project Controls at Black & Veatch, where she supports project planning and performance. On weekends, she enjoys connecting with the community through her role at the Overland Park Farmers Market. Outside of work and board service, Lauren enjoys reading, exploring local parks, attending yoga and Pilates classes, and tackling home improvement projects. She lives in Mission with her partner and their two dogs.

Library Advocacy

Friends members continue to show up in full force when called upon. In response to advocacy alerts shared by email and social media, members contacted the Johnson County Board of County Commissioners to express their support for the Library's proposed 2027 budget. We will carry this momentum through the County's public budget hearing and until the 2027 budget receives final approval.

Federal Legislation as of July 28, 2026

Questions are welcome. For discussion or context, please contact **County Librarian Tricia Suellentrop** or **Shanta Dickerson, Executive Director, Friends of Johnson County Library**.

• **H.R. 7661 / S. 4925 [ONGOING]**

Status: H.R. 7661 was introduced in the House on Feb. 24, 2026; the House Committee on Education and Workforce favorably reported the bill with an amendment, H. Rept. 119-727, on July 2, 2026, and it was committed to the Committee of the Whole House on the State of the Union and ordered printed. S. 4925, the Senate companion, was introduced on June 24, 2026, read twice, and referred to the Senate Committee on Health, Education, Labor, and Pensions. Continue monitoring for House floor action and Senate HELP action. ([GovInfo](#); [House report](#); [Senate bill](#))

Bill title: "Stop the Sexualization of Children Act." Library/intellectual freedom relevance: would amend the Elementary and Secondary Education Act and condition federal funding around "sexually oriented" materials for minors.

• **H.R. 2616 [ONGOING]**

Status: Introduced in the House on April 3, 2025; reported by the House Committee on Education and Workforce on Jan. 13, 2026; passed the House on May 20, 2026, by a vote of 217-198; received in the Senate

and referred to the Senate Committee on Health, Education, Labor, and Pensions on May 21, 2026. Continue monitoring for Senate action. ([GovInfo](#); [House Clerk](#))

Bill title: “Stopping Indoctrination and Protecting Kids Act” / “PROTECT Kids Act.” Library/intellectual freedom relevance: would condition Elementary and Secondary Education Act funding for public elementary and middle schools on parental consent before changing a student’s gender markers, pronouns, preferred name, or sex-based accommodations. Monitoring note: school-library and intellectual-freedom relevance is indirect but significant because the bill intersects with federally funded schools, student privacy, local control, LGBTQ+ inclusion, and the broader access-to-information climate.

• **FY 2027 federal library funding – ALA #FundLibraries / Dear Appropriator letters** [ONGOING]

Status: ALA launched its FY2027 Fund Libraries campaign on March 5, 2026, seeking LSTA funding at \$232 million and IAL funding at \$50 million. The White House FY2027 budget proposal would eliminate IMLS and IAL; ALA reported the proposal requested only \$6 million to shut down IMLS. On June 5, 2026, ALA reported that the House Labor-HHS-Education Appropriations Subcommittee approved level FY2027 funding for IMLS at \$291.8 million. Continue monitoring full House Appropriations, Senate Labor-HHS-Education action, and final FY2027 negotiations. ([ALA](#); [ALA](#); [ALA](#))

• **H.R. 7247 / S. 4320** [ONGOING]

Status: H.R. 7247 was introduced in the House on Jan. 27, 2026, by Rep. Emanuel Cleaver and referred to the House Committee on the Judiciary. S. 4320, the Senate companion, was introduced by Sen. Adam Schiff on April 16, 2026, read twice, and referred to the Senate Committee on the Judiciary. Continue monitoring both Judiciary committees. ([GovInfo](#); [Senate bill](#); [ALA](#); [Sen. Schiff](#))

Bill title: “Prison Libraries Act of 2026.” Library relevance: would establish a DOJ grant program to expand library services for incarcerated individuals.

• **H.R. 8325 / S. 4319** [ONGOING]

Status: H.R. 8325 was introduced in the House on April 16, 2026, by Rep. Emanuel Cleaver and referred to the House Committee on the Judiciary. S. 4319, the Senate companion, was introduced by Sen. Adam Schiff on April 16, 2026, read twice, and referred to the Senate Committee on the Judiciary. Continue monitoring both Judiciary committees. ([GovInfo](#); [Senate bill](#); [Sen. Schiff](#))

Bill title: “Rehabilitation Through Reading Act of 2026.” Library/intellectual freedom relevance: would require an independent review process for book prohibitions at Bureau of Prisons facilities.

• **H. Res. 1212 / S. Res. 688** [ONGOING]

Status: H. Res. 1212 was introduced in the House on April 23, 2026, by Rep. Pramila Jayapal and referred to the House Committee on Education and Workforce. S. Res. 688, the Senate companion, was introduced on April 27, 2026, by Sen. Mazie Hirono and referred to the Senate Committee on Health, Education, Labor, and Pensions. ([GovInfo](#); [Senate resolution](#))

Resolution title: Expressing support for library staff and essential library services. Monitoring note: non-binding, but directly relevant to federal messaging on library funding, access to information, library workers, IMLS, and censorship/book bans.

• **S. 1748 / H.R. 6484 / H.R. 7757** [ONGOING]

Status: S. 1748, the Kids Online Safety Act, was introduced in the Senate on May 14, 2025, and referred to the Senate Committee on Commerce, Science, and Transportation. H.R. 6484, the House KOSA companion, was introduced Dec. 5, 2025, and forwarded by the House Energy and Commerce Subcommittee on Commerce, Manufacturing, and Trade to the full committee, as amended, on Dec. 11, 2025. H.R. 7757, the “Kids Internet and Digital Safety Act,” passed the House on June 29, 2026; it was received in the Senate, read twice, and

referred to the Senate Committee on Commerce, Science, and Transportation on July 13, 2026. Continue monitoring for Senate package negotiations and possible reconciliation between the House and Senate approaches. ([S. 1748](#); [H.R. 6484](#); [H.R. 7757](#))

Bill titles: “Kids Online Safety Act” / “Kids Internet and Digital Safety Act.” Monitoring note: continue monitoring for implications for privacy, age verification, filtering, access to information, and library-adjacent digital services.

• **FCC / E-Rate (Schools & Libraries Program) – “Addressing the Homework Gap,” competitive bidding portal, and 2026 program review** [ONGOING]

Status: FCC partial withdrawal/reconsideration action was published in the Federal Register on Jan. 21, 2026, with an effective date of Feb. 20, 2026; the order rescinded the July 2024 off-premises Wi-Fi hotspot and wireless internet service E-Rate rules. The FY2026 E-Rate filing window closed April 1, 2026. A separate FCC final rule establishing a new E-Rate competitive bidding portal and document repository was published May 19, 2026, with most provisions effective June 18, 2026. ALA and SHLB launched a national advocacy campaign on June 25, 2026, after the FCC voted to advance a proposal asking whether E-Rate should be terminated or limited to only rural areas. Continue monitoring FCC comment deadlines, ALA/SHLB advocacy, and any congressional oversight. ([Federal Register](#); [USAC](#); [Federal Register](#); [ALA](#); [ALA E-Rate](#))

• **Section 230 reform/repeal – S. 3546 / H.R. 6746 / H.R. 7045** [ONGOING]

Status: S. 3546, the “Sunset Section 230 Act,” was introduced in the Senate on Dec. 17, 2025, and referred to the Senate Committee on Commerce, Science, and Transportation. H.R. 6746, the “Sunset to Reform Section 230 Act,” was introduced in the House on Dec. 16, 2025, and referred to the House Committee on Energy and Commerce. H.R. 7045, the “PROTECT Act,” was introduced in the House on Jan. 13, 2026, and referred to the House Committee on Energy and Commerce. ALA and ARL urged the Senate Commerce Committee on March 24, 2026, to consider unintended consequences for libraries before repealing or reforming Section 230. Continue monitoring because the bills could affect library websites, forums, networks, and other user-generated-content spaces. ([S. 3546](#); [H.R. 6746](#); [H.R. 7045](#); [ALA](#))

Respectfully submitted,

Shanta Dickerson (she/her)

Executive Director

Libraries for all. All for libraries.

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category (.75 Increase Only)
June 2026
50% of Year Lapsed

OPERATING FUND

	Programs	2026 Budget
	Revenue	6,688,855
	Administrative Services	
	Information Technology	
	Collection Development	
	Branch/Systemwide Services	
	Transfer to Capital Projects	4,681,603
	Interfund Transfers	
TOTAL OPERATING FUND EXPENDITURES		<u>\$4,681,603</u>
TOTAL .75 INCREASE FUNDS REMAINING OPERATING		<u><u>\$2,007,252</u></u>

SPECIAL USE FUND

	2026 Budget
Revenue:	3,496,675
Expenses:	
Contractual Services (General Maintenance)	
Commodities (Capital Equipment)	14,185
Transfer to Debt Payment	
Transfer to Debt Payment - CLMP	488,197
Transfer to Capital Projects	
TOTAL SPECIAL USE FUND EXPENDITURES	<u>\$502,382</u>
TOTAL .75 INCREASE FUNDS REMAINING SPECIAL USE	<u><u>\$2,994,293</u></u>
TOTAL .75 INCREASE FUNDS REMAINING ALL FUNDS	<u><u>\$5,001,545</u></u>

JOHNSON COUNTY LIBRARY TOTAL REVENUE REPORT

June 2026

50% of Year Lapsed

REVENUE ALL FUNDS	2026 Year to Date	2026 Budget	% Budget Year to Date	% Budget YTD Prior Year
Ad Valorem	47,841,250	51,837,553	92%	94%
Ad Valorem Delinquent	99,215	220,960	45%	19%
Motor Vehicle	1,946,790	3,657,873	53%	52%
Library Generated - Copying/Printing	35,575	108,206	33%	37%
Library Generated - Fees	31,610	42,000	75%	51%
Sale of Library Books	0	50,000	0%	0%
Misc Other	14,320	18,703	77%	114%
Reimbursements	170,229	811,144	21%	14%
Library Generated - Other Charges	0	0	0%	0%
Investment	576,302	912,000	63%	123%
Unencumbered Balance Forward	0	5,850,768	0%	0%
Transfer from Capital Projects	0	0	0%	0%
Sale of Capital Assets	0	0	0%	0%
Recreational Vehicle Tax	13,811	14,098	98%	97%
Commercial Vehicle Tax	60,020	66,967	90%	94%
Heavy Trucks Tax	3,291	4,432	74%	85%
Rental Excise Tax	30,945	79,279	39%	44%
Payment in Lieu of Taxes	383,813	0	0%	0%
State and Federal Grants	164,839	273,607	60%	61%
TOTAL REVENUE	51,372,008	63,947,590	80%	96%

Expenses ALL FUNDS with Collection

Encumbrance	2026 Year to Date	2026 Budget	% Categories Expended
Salaries and Benefits	13,996,202	30,206,875	46%
Contractual Services	3,733,247	9,226,059	40%
Commodities	4,853,031	6,473,692	75%
Risk Management Charges	274,339	274,279	100%
Capital / Maintenance / Repair	4,681,603	10,532,371	44%
Transfer to Capital Projects	488,197	3,137,170	16%
Grants	164,839	273,607	60%
Interfund Transfer	3,823,537	3,823,537	100%

TOTAL EXPENDITURES	32,014,995	63,947,590	50%
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Revenue - Expenses as of June 30, 2026	19,357,013
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RESERVES ALL FUNDS	As of 12/31/25
Reserves Operating Fund	25,691,122
Reserves Special Use Fund	3,364,426
Total JCL Reserves	29,055,548

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category
June 2026
50% Year Lapsed

OPERATING FUND

Programs	2026 Year to Date	2026 Budget	% Program Expended
Administrative Services	4,422,874	7,275,498	61%
Information Technology	2,847,266	6,616,965	43%
Collection Development	2,231,011	4,294,139	52%
Branch/Systemwide Services	12,358,205	27,360,519	45%
Risk Management Charges	274,279	274,279	100%
Grants	164,839	273,607	60%
Transfer to Capital Projects	2,722,389	10,532,371	26%
Interfund Transfer	3,823,537	3,823,537	100%
TOTAL OPERATING FUND EXPENDITURES	28,844,400	60,450,915	48%

SPECIAL USE FUND

	2026 Year to Date	2026 Budget	% Budget Expended
Contractual Services (General Maintenance)	0	202,505	0%
Commodities (Capital Equipment)	14,517	157,000	9%
Transfer to Debt Payment	0	0	0%
Transfer to Capital Projects	488,197	3,137,170	16%
TOTAL SPECIAL USE FUND EXPENDITURES	502,714	3,496,675	14%

TOTAL EXPENDITURES	29,347,115	63,947,590	46%
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JOHNSON COUNTY LIBRARY: Summary of Expenditures by Type
June 2026
50% Year Lapsed

ALL FUNDS

Categories	2026 Year to Date	2026 Budget	% Categories Expended
Salaries and Benefits	13,996,202	30,206,875	46%
Contractual Services	3,412,808	9,226,059	37%
Commodities	2,505,650	6,473,692	39%
Risk Management Charges	274,279	274,279	100%
Capital / Maintenance / Repair	4,681,603	10,532,371	44%
Transfer to Debt Payment	0	0	0%
Transfer to PBC Capital Leases	488,197	3,137,170	16%
Grants	164,839	273,607	60%
Interfund Transfer	3,823,537	3,823,537	100%
TOTAL EXPENDITURES	29,347,115	63,947,590	46%

GRANTS*	Expenditures through 06/302026	Source	Received	Expenditures	Grant Award	Budget Remaining
285000091	2023-State Aid	State	3/29/2023	\$132,568.53	\$132,568.53	\$0.00
285000092	2024-State Aid	State	3/12/2024	\$132,886.40	\$132,886.40	\$0.00
285000094	2025-State Aid	State	4/17/2025	\$165,810.08	\$165,810.08	\$0.00
285000096	2026-State Aid	State	3/9/2026	\$164,838.57	\$164,838.57	\$0.00

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

Expenditure of Friends of the JCL Donations 2026

Expenditure Details	June	YTD
Volunteer Recognition	\$0.00	\$73.94
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	\$ -	\$ 73.94

Upcoming 2027 Budget Calendar Dates in 2026

- Tuesday, August 25th Johnson County 2027 Public Budget Hearing
- Thursday, September 3rd BOCC Adopts 2027 Johnson County Budget
- Thursday, September 10th Library Board Adopts 2027 Revenue Neutral Rate Resolution



today



later



Project & Event Management

Department Update – Aug. 2026



Agenda

- Who we are
- What we do
- How our work intersects with the Library Board
- What we've done
- What we're up to now



Who We Are



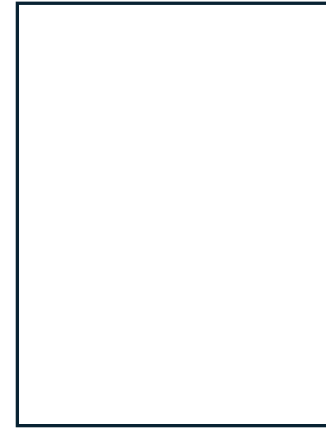
Adisa Collins, PMP
Project Coordinator



Megan Levitt, PMP
Project Coordinator



Scott Sime, PMP
Project & Event Manager



Event Coordinator



What's a PMP?

The Project Management Professional (PMP) certification is the gold standard certification for project professionals. It proves that you have project leadership and expertise to complete complicated work in any setting regardless of methodology or region. 1.7 million project professionals around the world hold this certification.

Strict Criteria:

- Education requirements
- Project professional training requirements
- At least 3+ years of documented experience managing projects
- Certification Exam

Maintaining:

- Continuing Education requirement
- Professional Development / Giving Back requirement



What We Do

In the 2010s the Library Administration team saw a need to develop a standard, repeatable way for us to achieve things we've never done before.

Enter Project Management.

- Proven methodologies exist
- The process is trainable, repeatable, and scalable



What We Do

- **Active Project Management:** Working with Sponsors to create authority to negotiate a path forward, and building relationships, diligence, and confidence to get it done.
- **Project Management Administration:** Developing and maintaining systems and structures for oversight and reporting of library projects.
- **Training and Skill Development:** Project Management class facilitation and ad-hoc advising, modeling, conversations, and coaching.



How Our Work Intersects with the Library Board

- Library Board approvals of contracts and closures
- Board liaison for CIP projects
- Annual Library Board prioritization of CLMP Capital projects
- Monthly updates on Capital projects
- Library and County Facilities MOU
- Policies we connect with frequently (top 5):
 - Contracts (50-30-25)
 - Facility Closings (20-10-12)
 - Library Budget Review and Approval Process (10-70-10)
 - Disposal and Transfer of Real Property (50-20-70)
 - Picketing and Protests (20-80-24)



Project Management Training and Opportunities

Project Management curriculum, tailored to the library – content and practice for essential project elements, including:

- Charter
- Scope
- Stakeholders Identification and Engagement
- RASCI matrix
- Work Breakdown Structure
- Risk Identification and Response
- Communication Plan
- Plus/Delta

of Classes Conducted:

7

of Colleagues Trained:
(who are still at the Library)

44

Trained Staff who've been on a project
team:

36/44

Trained Staff who've led (or are
currently leading) a Library project:

28/44 ▲ +4



Projects the Library has finished since last August

- Patron Service Standards, Development Phase
- De Soto and Spring Hill Renovations, including:
 - Construction completion
 - Community outreach, branch operations and training
 - Technology move-out and move-in
 - Extended Access pilot launch
 - Materials Handling / Collection move-out and move-in
 - Communication
- World Cup
- Digital Displays installation
- Printing Allowance launch
- ScanEZ Print, Scan, Copy Improvements
- AV Replacements and Installations in branches (Phase 1)
- RFP and consultant contract for CLMP Refresh
- Space Redesign / Move-in for most Central support departments
- Leawood courtyard design and construction

Projects Completed since Aug 2025:

14

Average Duration, all:

12.3 mo.

Average Duration, not Capital:

10.4 mo. ▼

Down from 11 (historical)

Average Team Size:

7.3



What's in progress? (Team-specific)

- **Projects:**

- CLMP Refresh Study
- Staff Day project work
- Staff Engagement Team project and program development
- Central Exterior Site Improvements
- Internal Planning for Corinth capital project
- Automated Materials Handling – early project document support
- Coordinating Library-side activities for Capital Replacement (CRP) projects

- **Process:**

- Project reporting to various groups
- Teambuilding: conversations about roles, responsibilities, and values
- Process development and improvement – both departmental and organizational: RAID, Level of Work, Prioritization Rubric, Change Request process
- Floor plan / layout repository
- Onboarding to Library and Capital projects
- Practicing “Crucial Conversations”

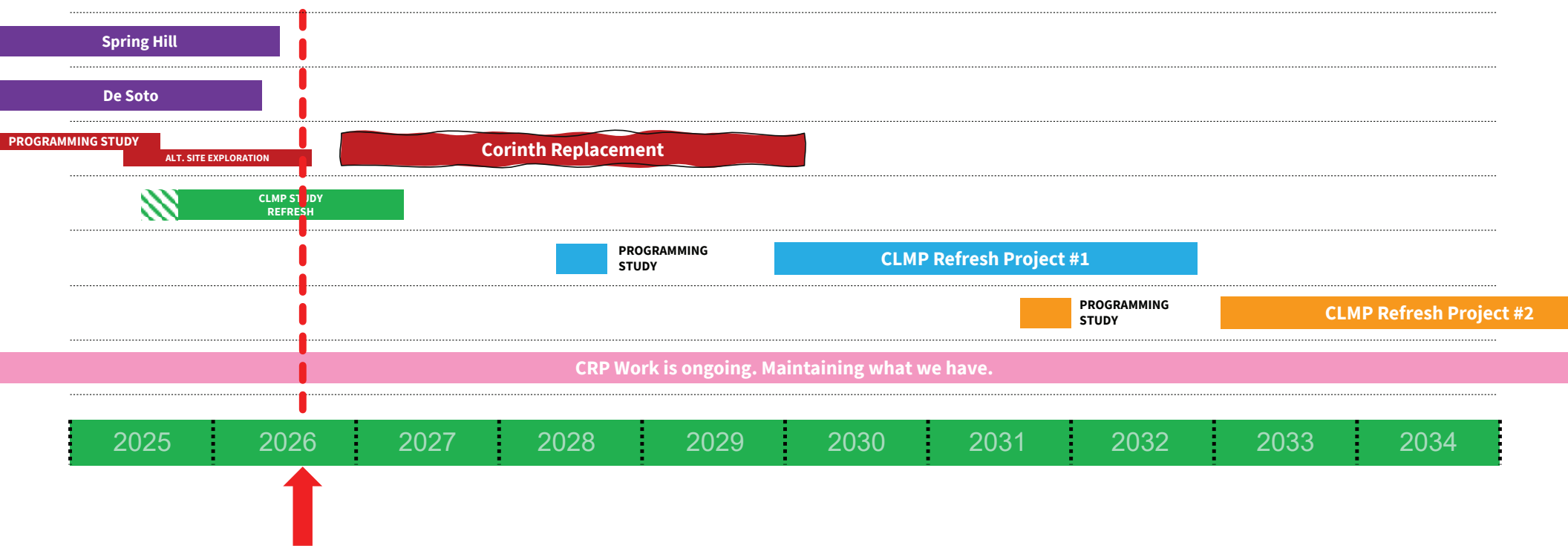


Capital Projects: Timeline Summary

August 2026



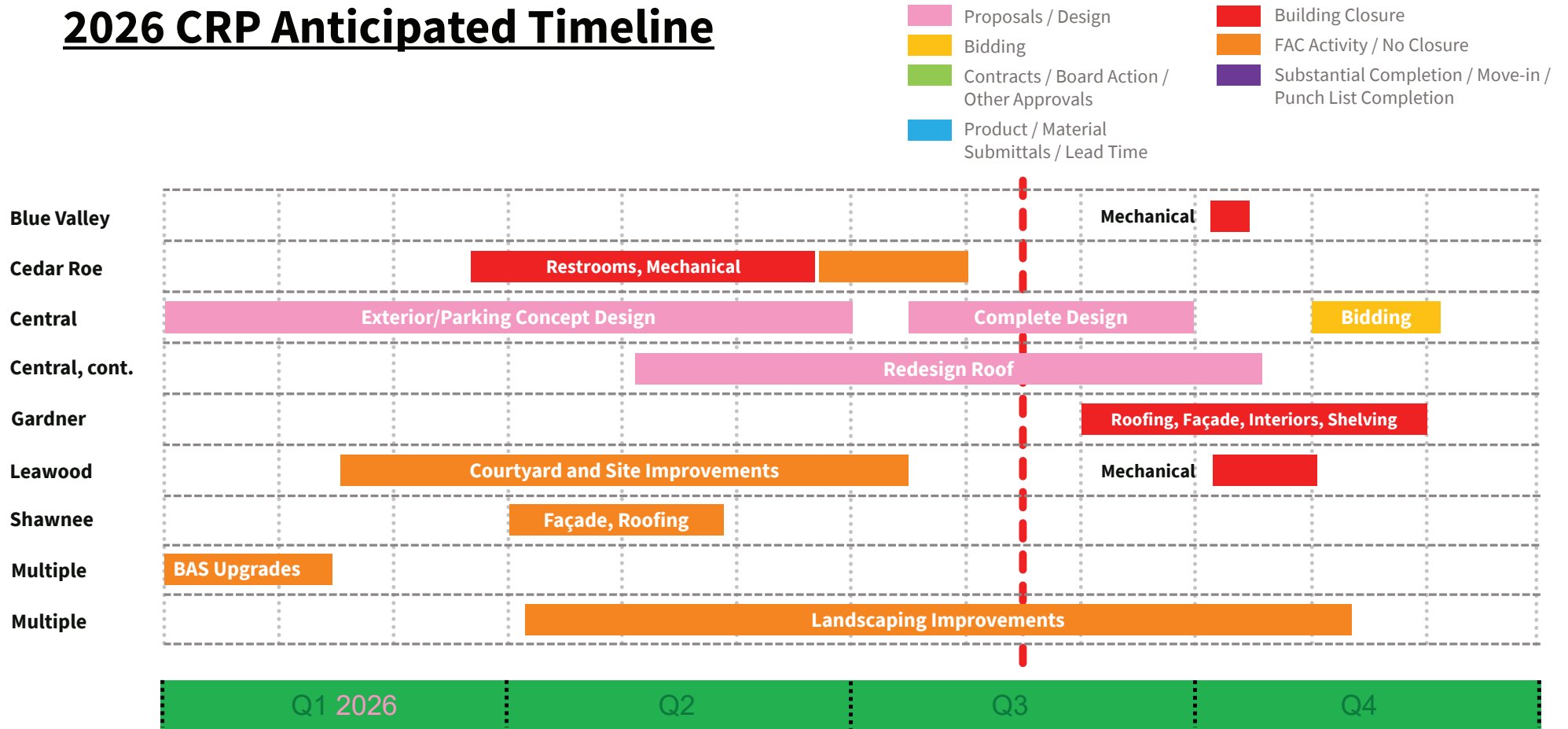
Capital Improvement Projects: Updated Timeline



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



2026 CRP Anticipated Timeline



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





Comprehensive Library Master Plan

August 2026



Comprehensive Library Master Plan Update

Updates:

- Public and Staff engagement has started
- Partner engagement expected to begin in September

Next Steps:

- Environmental Scan / Data Review deliverable review by Library Teams
- Continue conducting Public, Partner, and Staff engagement
- Begin analysis of engagement input



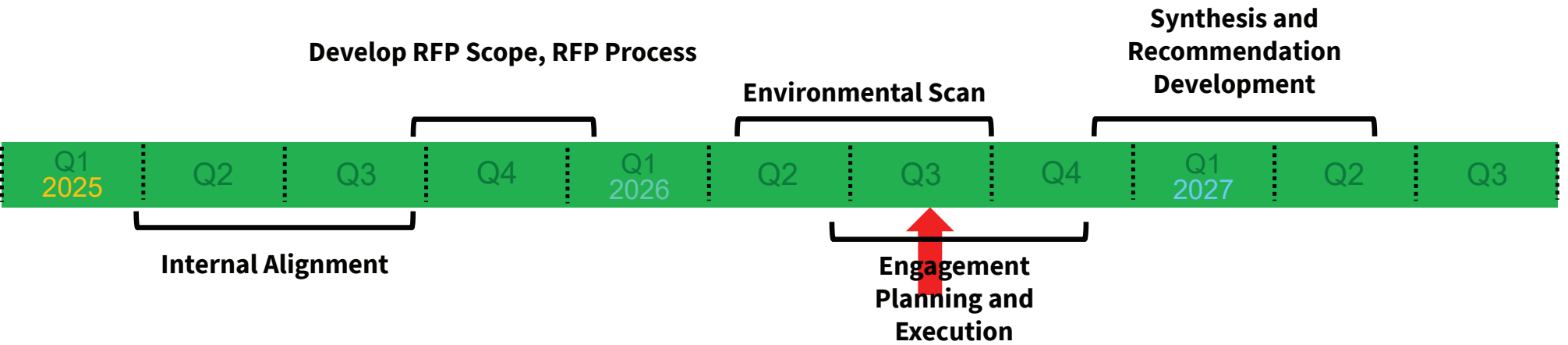
Public & Staff Engagement Overview

Activities In Progress	90-Day Look-Ahead
Public Countywide Community Events	Public City-Based Community Events
Online Public Feedback Opportunities	In-Branch Public Feedback Opportunities
Branch Operational Tours	Community Partner Focus Groups
Service-Based Focus Groups	Staff Stakeholder Interviews
In-Branch Staff Feedback Opportunities	Staff Online Survey



CLMP Refresh:

Anticipated Timeline



JOHNSON COUNTY LIBRARY · AUGUST BOARD PRESENTATION

Race Project KC

An Evolution Built on Vision

JOHNSON COUNTY LIBRARY

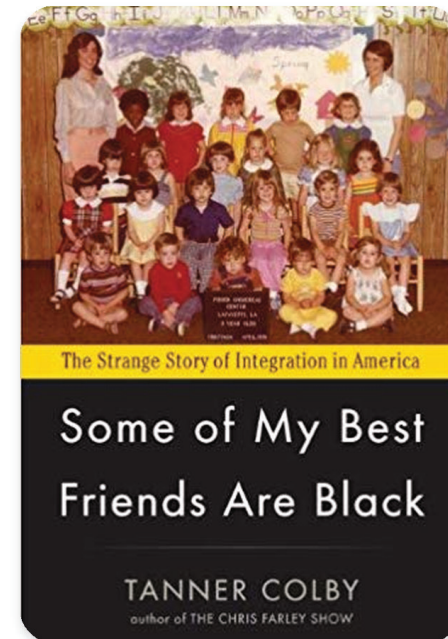
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Why this work matters

In 2014, author Tanner Colby came to the Library to talk about the history of real estate segregation in Kansas City. What followed was a discovery — Kansas Citians wanted to understand the redlining and racial covenants that shaped this place.

There was an awareness gap. And without knowledge of how the dividing lines were drawn, communities keep reproducing them. The impact of lines drawn over a century ago still remains.

- **See the divides** — Historical education and programming
- **Center the divides** — Community dialogue and civic leadership
- **Heal the impact** — Cross-community connection



2014 · Tanner Colby's visit sparked the work

Three things to know

Race Project KC has become Raise Up KC. The Library's role continues — and the agreement comes to you this fall.

1

A program became a nonprofit

Twelve years and more than 5,000 participants later, Race Project KC is now Raise Up KC — an independent Kansas nonprofit as of May 2026.

2

The Library stays at the center

Johnson County Library is the founding partner. The Dividing Lines Tour and its materials remain Library property, and the school programming continues.

3

What comes to you next

An MOU defining the partnership comes to the Board this fall, taking effect January 2027.



Vision is essential.

Race Project KC did not appear overnight. It is the harvest of decades of visionary leadership at Johnson County Library — leaders who invested in young people, in civic life, and in this community long before the returns were visible.

A LINEAGE OF VISION

Four County Librarians. One through-line.



Mona Carmack

County Librarian · 1988–2007

Hired JCL's first Teen Librarian.



Donna Lauffer

County Librarian · 2007–2011

Created two Civic Engagement Librarian positions.



Sean Casserley

County Librarian · 2012–2022

Backed community-led decision making.



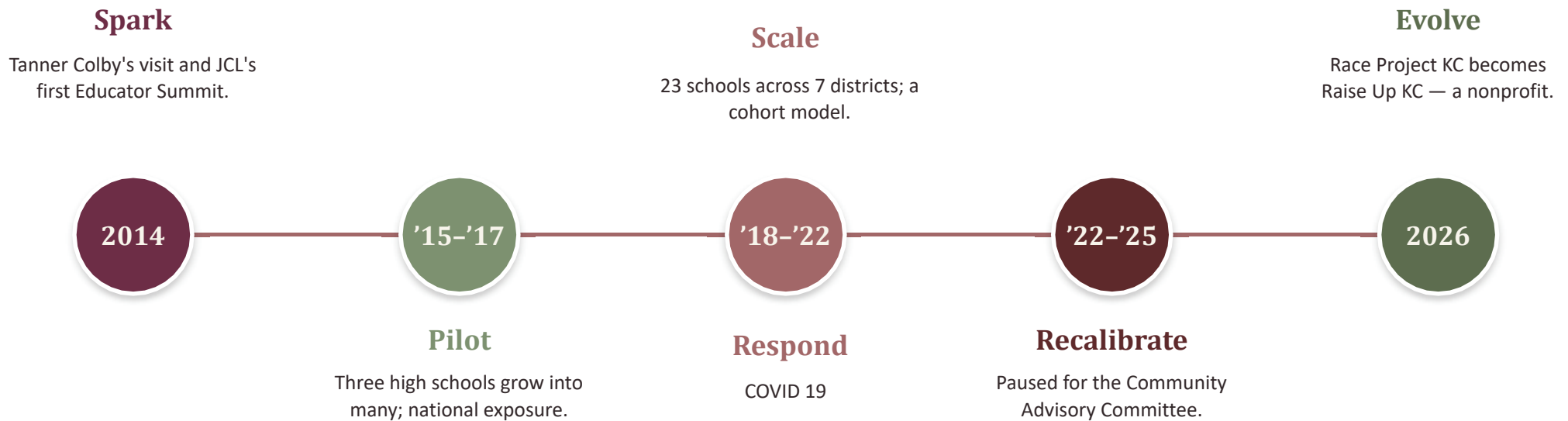
Tricia Suellentrop

County Librarian · 2022–present

The first Teen Librarian, now County Librarian.

Four leaders who invested in youth, outreach, and civic life long before the returns were visible.

What the vision produced — 2014 to 2026



2014 – 2026 AT A GLANCE

Race Project KC, in numbers

5,000+

students, educators, and community members reached

23

high schools engaged at its peak

7

school districts, both sides of the state line

12

years of the work, 2014–2026

2.5

years of community study before the recommendation to move to a Non-Profit

1

independent nonprofit, established May 2026

Program-level detail is in the one-page summary and on the board portal.



It took a community.

Race Project KC was never the work of one. It grew through cultural institutions, universities, artists, civic partners, and a devoted Library team — each leaving a fingerprint on the work.

WHERE IT STARTED

Two schools, one community

SME

Shawnee Mission East

Prairie Village · Johnson County

Where the work took root. Teachers, a parent, and school leadership gave dedicated time and steady support to make sure East students were involved — and truly connected — to the work.

WHS

Wyandotte High School

Kansas City · Wyandotte County

The partner across the line. Wyandotte educators brought their students into community with East — turning a map of division into a shared classroom.

Two schools impacted by Kansas City's dividing lines — choosing to learn together.



OUR EDUCATORS

The educators who opened their doors



Tim Stauffer

Wyandotte High School

The first to raise his hand. Tim stepped forward to partner with Shawnee Mission East — then drew in many more Wyandotte teachers — so that his students and theirs could be in community together.



Shawnee Mission East

David Muhammad — Classroom Educator

Sam Fienberg — Classroom Educator

Bernie Winson — Parent

Dr. McKinney — School Principal

Dedicated time, steady support, open doors — making sure East students were in the room.

OUR PARTNERS

Cultural & heritage partners



Johnson County Museum

Arts & Heritage

The Arts & Heritage Center and the museum were essential to maximizing our annual Student Symposium — including the year we welcomed Ta-Nehisi Coates and Jacqueline Woodson to Kansas City.



Nelson-Atkins Museum

Museum of Art

A partner from nearly the beginning. At times the museum dedicated four to five staff members to developing a representation workshop.

Spaces and expertise that helped students see themselves inside the story.





OUR PARTNERS

Campus & storytelling partners



UMKC & Rockhurst

Higher-education partners

Direct connections to university students who led discussions with — and mentored — our high schoolers in the work.



Jason Arthur

Pioneer professor

The first professor to bring his college students into Race Project KC — opening the door to lasting campus partnership and facilitation best practices.



Jamie Mayo

Kansas City Public Library

Led storytelling workshops that helped center an original Race Project KC goal established by educators — that students would challenge false narratives.



OUR PARTNERS

Community voices & co-sponsors



Glenn North

Founding creative voice

A founding force of Race Project KC in spirit and in practice. Through steady dedication, he gave participants the creative and written outlets to process — and powerfully express — everything they were learning. He served in facilitation roles both small and large.



Civic co-sponsors

**Brown v. Board of Education National Historic Site
Freedom's Frontier National Heritage Area**

Co-sponsors of our event with Ta-Nehisi Coates — held on the anniversary of Brown v. Board of Education, tying the work to the landmark that reshaped American education.

The Library Staff Who Built This



Mary Shortino

Where it began

Her original idea: that the Library could be a place for dialogue and connection around something as vital as race.



Ashley Fick

Built the tour

Led the creation of the history tour tied to Race Project KC — the work that grew into the Dividing Lines Tour.



Kate McNair

Scaled the work

Stepped in mid-game to coordinate Race Project KC as it reached its maximum number of high schools.

WITH GRATITUDE

The Race Project KC library team

Race Project KC was carried by a dedicated Library team whose hard, heartfelt work made every program possible.

Mary Shortino

Jamal Lang

Kate McNair

Chris Koppenhaver

Katherine Fuller

Diana Spencer

Julia Belcher

Robin Davin

Emma Fernhout

The 2022 inflection point

Demand outgrew what a library-led program could carry. The Library's space, budget, and staff could sustain Race Project KC — but not its momentum.

The Library asked: *How do we ensure access for all?*

Student alumni asked: *What's next?*

The community asked: *How do we stay engaged?*

We paused. With Kauffman Foundation funding, held and disbursed by the JCL Foundation, a Community Advisory Committee of students, educators, and community members spent 2.5 years in listening sessions and strategic study. Working through the Library's own decision-making framework, the committee gave shape to what it had long sensed and recommended becoming an independent nonprofit, partnering with JCL to ensure access for all.



Tanner Colby's first of seven visits to Johnson County Library. 2014

T O D A Y

From a library program to a community ecosystem

RAISE UP KC

One ecosystem · three pathways



Race Project KC

High school students + educators

Cohort programming in schools: the Dividing Lines Tour, student workshops and symposium, and educator professional development.



Rise Up Leaders

High schoolers & beyond

Bridging student to community leader: KLC Freedom of Expression training, advocacy pathways, civic and career engagement, mentorship, and internships.



Raise Up Community

Community members

Public events, tours, and shared learning: the Dividing Lines Tour, author symposia, and ongoing civic development.



The partnership endures

Race Project KC graduates to an independent nonprofit. Johnson County Library remains its founding partner.



Shared work continues

Brand continuity, cross-promoted programming, and internal continuity carry through the evolution — so patrons feel one seamless story.



Assets stay library centered

The Dividing Lines Tour and its materials remain Johnson County Library intellectual property.



Formalized in an MOU

An MOU formalizes the collaboration. It comes to the Board this fall and takes effect January 2027.



"The future belongs to
those who believe
in the beauty
of their dreams."

- Eleanor Roosevelt

Thank you.

JOHNSON COUNTY LIBRARY

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MINUTES JOHNSON COUNTY LIBRARY BOARD

REGULAR MEETING

July 9, 2026
at Central Resource Library
4:00 p.m.

BOARD: David Sims, Charles McAllister, Jennifer Hrabe, Chrysalyn Huff (on Zoom), and Jodie Dietz.

ABSENT: Amanda Vega-Mavec, and Kelly Kilgore

BOARD ATTORNEY: Andrew Logan

BOCC: Commissioner Brewer attended the meeting on Zoom.

STAFF: (All JCL, FAC staff) Tricia Suellentrop, Kinsley Riggs, Adam Wathen, David Vratny, Ben Sunds, Patti Kangethe, Elissa Andre, Lacie Griffin, Michelle Olsen, John Keogh, Adissa Colins, Michelle Beesely, Lori Ross, Tony Barron, Matt Dedeke, Aaron Otto

Board Chair David Sims called the meeting to order at 4:00 p.m.

CITIZENS COMMENTS: None

REMARKS FROM THE LIBRARY BOARD OF DIRECTORS:

Ms. Hrabe expressed appreciation for the summer reading programs, noting that her family enjoyed participating and thanking staff for their hard work.

Mr. McAllister expressed appreciation for the summer reading programs, noting that his family has participated and really appreciated these.

Board Chair Sims reported attending the county commissioners' budget meeting with several colleagues and observed that commissioners asked thoughtful and well-received questions. Chair Sims thanked the Friends for organizing community engagement around the meeting and indicated that further related comments would be shared later in the session.

DEVELOPMENT DEPARTMENT REPORT

Lisa Larson Bennell, President of the Johnson County Library Foundation, presented on behalf of the Development Department combining the Friends of the Johnson County Library, the Johnson County Library Foundation, and the Johnson County Library Volunteers, this report is included in the July Board Report.

Ms. Larson-Bennell highlighted the significant impact of the volunteer department, especially the coordination work led by Amber Bourek. She reported that the department expanded micro-volunteering opportunities, allowing volunteers with varied skills—including remote and multilingual volunteers—to contribute flexibly and cost-effectively, particularly in reviewing translated materials.

Ms. Larson-Bennell also informed the Board that national American Library Association and IMLS funding remained at risk, noting that while Johnson County might be less affected than smaller

libraries, advocacy was still important. She reported that the annual bookmark contest was underway and continued to be a successful community engagement activity.

In her foundation update, Ms. Larson-Bennell promoted the upcoming Library Lets Loose fundraiser on September 19, themed around 1980s movies, and encouraged Board support in securing sponsorships and auction items. She noted current sponsorship levels, outlined auction value goals, and highlighted that this year's honorary host would be Heidi Gardner, a Kansas City native and former SNL cast member. She invited Board members to attend, dress to theme, and help with donor connections.

COUNTY COMMISSIONER REPORT:

Commissioner Brewer noted that recent World Cup activities had kept the past few weeks busy. She shared that the events were enjoyable and provided opportunities to engage with visiting fans.

Commissioner Brewer also recognized Elissa Andre from Library Communications for her contributions to a welcoming-community subcommittee and expressed appreciation for her involvement. She thanked the Library for its detailed budget presentation and the productive discussion during the budget hearing. Commissioner Brewer concluded by recommending the book *The Frozen River*, noting it was exceptionally engaging.

BOARD COUNSEL REPORT

Mr. Andrew Logan, Board counsel, reviewed Review Library Board Authority to set Library Board meeting dates and Comparison between responsibilities of the Library Board with Memorandum of Understanding with City of Edgerton and Memorandum of Understanding with Facilities.

Mr. Logan explained that Library statutes allow the Board to establish policies, such as the Board's Bylaws, ARM 10-50-10, that dictate the procedure and practice for the Board to set meeting dates and agendas. Bylaws for the Board of Directors and statute establish that meetings will occur monthly, and these meetings customarily occur regularly on the second Thursday and could be adjusted, when necessary, by the Library Board.

Mr. Logan then addressed memoranda of understanding (MOUs) and City collaborations, focusing on facility maintenance. He clarified that the Library Board had statutory authority to enter contracts, including MOUs and interlocal agreements with cities and other agencies. He noted that current agreements allow staff to maintain a close relationship and engage more directly with partners through Service Level Agreements (SLA). Mr. Logan highlighted ongoing collaboration with the County's Facilities team to maintain branch properties and manage shared responsibilities and noted that similar agreements existed with various cities for shared campuses, parking, and maintenance. He stated that future work would focus on adding structure and clarity to these agreements to ensure well-defined roles, responsibilities, and costs among all partners.

COUNTY LIBRARIAN REPORT

Finance Report

Dave Vratny, Finance Director, presented the financial report to the Board, this report is included in the July Board Report.

Mr. Vratny reported that by the end of May the Library had completed about 42% of the fiscal year and collected approximately \$30.9 million, or 48% of projected revenue. He explained that excluding

the planned use of reserves placed revenue closer to 53%, which aligned with typical annual trends, while last year's higher percentage was an outlier due to the Antioch property sale. He reported that expenditures were at \$28.7 million, or 45%, and closer to 40% when excluding collection encumbrances—slightly under expected levels but not concerning.

In response to a question from Ms. Dietz, Mr. Vratny confirmed there were no financial concerns.

In response to questions regarding copying and printing allowances from Board Chair Sims, Mr. Vratny noted that the current year's budget had not been adjusted and that reductions were included in the 2027 proposal.

Mr. Vratny also summarized the recent meeting with the Board of County Commissioners (BOCC), highlighting discussion on revenues, chargebacks with the public library, and staff engagement scores, as well as upcoming efforts to support staff engagement. He concluded by outlining key upcoming budget dates, including the BOCC's setting of the maximum expenditure budget on July 16, the public budget hearing on August 25—where revenue-neutral rate resolutions would be considered—and the planned adoption of the 2027 county budget on September 3, after which the Library Board would consider its own revenue-neutral rate resolution.

Facilities Department Trends

Tony Barron, Director of Facilities, and Matt Dedeke, Deputy Director of Facilities, presented Facilities Department trends, this report is included in the July Board Report.

Mr. Barron reported on Facilities Management's work with the library, noting that the department supported 80 county buildings, including 14 libraries, with dedicated staff and a mission focused on safe, high-quality, and efficient operations. He highlighted recent organizational changes that created separate maintenance, grounds, and custodial divisions, as well as stronger financial transparency through quarterly dashboards shared with Library leadership. He reviewed active planning and construction efforts, including the CLMP study, the Gardner interior refresh, and the Corinth site feasibility work, and emphasized the importance of long-term planning and partnership with Library staff.

Mr. Dedeke summarized custodial, maintenance, and grounds operations. He described improvements in communication with branch managers and noted efforts to better support building needs through monthly visits, call trees, and coordination around events such as FIFA watch parties. He said staffing shortages and vacancy pauses had created service pressures, particularly in custodial and maintenance, and staff continued to maintain service levels through overtime and cross-coverage. He highlighted mechanical system upgrades, expanded building automation controls, and upcoming major projects at Edgerton, Leawood, and Blue Valley, all aimed at improving energy efficiency and reducing maintenance burdens.

Mr. Barron concluded by discussing sustainability initiatives and energy management results. He noted that updated systems and controls had significantly reduced energy consumption, lowered costs, and improved indoor air quality across library buildings. He underscored the need to reevaluate staffing models due to the Library's higher-use environment and outlined plans to bring forward proposals addressing long-term staffing and service expectations.

In response to a question from Ms. Dietz regarding vacancies and how staffing approaches and development opportunities are handled, Mr. Barron explained that the department had 16 vacancies

across its workforce, including three custodial positions serving the library, and noted that cross-training and support from county custodial staff were challenging due to financial and MOU constraints. He shared that overtime and reassigned duties were helping maintain service levels and that all custodial vacancies had been submitted for review to be unfrozen.

Board Chair Sims expressed appreciation for the facilities team's work, noting that the absence of complaints about building conditions reflected strong performance. He also commended the department's long-term energy savings, highlighting the significant cost reductions achieved through ongoing efficiency improvements. Mr. Barron thanked the Board for its support and referenced the history of the memorandum of understanding as a helpful mechanism for resource flexibility.

County Librarian Suellentrop expressed her appreciation and emphasized the strong ongoing partnership with Facilities Management. She noted that Mr. Barron and she met regularly aligning ongoing and strategic needs and that energy-efficiency improvements informed both daily operational decisions and planning for new buildings. She explained that long-term staffing considerations would be brought forward during development of the 2028 budget and discussed collaboratively with facilities leadership as part of the personnel review process.

COMPREHENSIVE LIBRARY MASTER PLAN

John Keogh, Regional Manager, Adisa Collins, Project Coordinator, and Michelle Olsen, Circulation Manager presented on the Comprehensive Library Master Plan, these reports are included in the July Board Report.

Spring Hill and De Soto

John Keogh, Regional Manager, provided an update on the opening of Spring Hill and De Soto building renovations, as included in the July Board Report.

Mr. Keogh reported that both the De Soto and Spring Hill branches successfully reopened after several months of renovation. He noted that De Soto received a modernized exterior, improved accessibility, new furnishings, updated lighting, and added study and conference rooms, which immediately saw strong use. Attendance during reopening week reached the highest levels in the branch's history, and a new locally commissioned children's mural generated positive community response.

Mr. Keogh shared that Spring Hill underwent a significant transformation, including a 1,000-square-foot expansion, floor-to-ceiling windows, enhanced children's space, new furnishings, and added meeting rooms. The branch experienced record attendance upon reopening, and patrons expressed enthusiasm for improved shelving and better display of materials.

In response to a question from Mr. McAllister, Mr. Keogh reported early success with the new extended access service, noting more than 100 registered users by the end of June, dozens of successful after-hours entries, and no issues or incidents to date.

Overall Timeline

Adisa Collins, Project Coordinator, reported on Capital Improvement Plan (CIP) timeline and Capital Replacement Plan (CRP) 2026 timeline, these timelines are included in the July Board Report.

Mr. Collins reported that the capital improvement project timeline had no changes for the month and noted that additional information regarding Corinth would be provided later in the meeting. He

updated the Board on capital replacement activities, stating that the Cedar Roe Library had reopened, though restroom renovations were still in progress with temporary facilities available. He also noted that construction on the Leawood courtyard continued, with earlier wet conditions delaying concrete work, and confirmed that the library branch remained open throughout the project. Mr. Collins concluded by indicating that further updates on Blue Valley, Gardner, and Leawood would be addressed later in the agenda.

Comprehensive Library Master Plan Refresh Update

Michelle Olsen, Circulation Manager, Comprehensive Library Master Plan Refresh Update, are included in the July Board Report.

Ms. Olsen explained that the project remained at the midpoint of the environmental scan phase, with data collection, facility assessments, and service evaluations underway. She noted that partner, staff, and community engagement efforts were beginning, with plans to meet patrons in branches, online, and throughout the community. Initial findings from the scan were expected in late fall, followed by strategy development and an implementation framework in the spring. She confirmed that all work was on schedule as the project entered early Quarter 3, with upcoming tours and expanded engagement activities planned.

UPDATES – Tricia Suellentrop, County Librarian

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

Library Board Retreat

County Librarian Suellentrop announced that the Library Board Retreat was scheduled for October 21 from 11 a.m. to 3 p.m., with the location to be shared closer to the date. She noted that the retreat traditionally allowed the Board to discuss topics requiring more time than regular meetings and to reaffirm the Comprehensive Library Master Plan. She invited Board members to submit additional agenda topics through the Board Chair, Vice Chair, or through her and Ms. Kangethe.

Corinth Replacement Project Update

County Librarian Suellentrop provided an update on the Corinth replacement project, explaining that the Library continues to work with the City of Prairie Village on feasibility considerations. The project has entered the memorandum-of-understanding phase, similar to past processes with the cities of Merriam and Lenexa. Work would include reviewing major issues such as site and property acquisition, as well as operational details related to parking, landscaping, and maintenance responsibilities. She anticipated bringing forward structured updates in the coming months in collaboration with Prairie Village staff and legal counsel.

Review of Election Memorandum of Understanding

County Librarian Suellentrop noted ongoing questions in the community related to changes in advanced voting sites. She reminded the Board that the Library maintains a longstanding memorandum of understanding with the Elections Office, which determined election locations and schedules, while the library provided appropriate space and operational support. She added that the Library continues to supply ballot boxes at multiple branches and host both day-of and advanced voting in meeting rooms, emphasizing that this partnership supports civic access and aligns with the library's mission.

CONSENT AGENDA

I. Consent Agenda

A. Action Items:

1. Minutes of the June 11, 2026 Regular Library Board meeting
2. Consideration of Contract for Gardner Shelving
3. Consideration Administrative Regulation Manual (ARM) policies with revisions:
 - a. 10-56-96 Gifts and Fundraising
 - b. 10-56-97 Naming and Sponsorship Policy
 - c. 20-10-11 Holiday Closings
 - d. 20-10-30 Suspension, Denial or Restriction of Library Use; Appeal Procedures
 - e. 20-80-20 Public Forum and Non-Public Forum and Display Spaces
 - f. 20-80-24 Picketing and Protests
 - g. 30-20-30 Special Collections
 - h. 50-20-50 Surplus Property
 - i. 50-30-40 Patron Accounts Receivable
 - j. 60-10-50 Smoking Prohibition

B. Information Items

1. Financial and Personnel

- a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for May 2026 were handled in accordance with library and County policy.
- b) The May 2026 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

Motion: Ms. Hrabe moved that the Library Board of Directors approve the consent agenda.

Second: Ms. Dietz seconded this motion.

Motion was approved unanimously.

II. Old Business

A. Action Item: Consideration of closure for Gardner roofing and building envelope

Adisa Collins, Project Coordinator, presented the closure for Gardner roofing and building envelope briefing sheet, as included in the July Library Board Report.

Motion: Ms. Dietz moved to authorize temporary closure for up to three (3) months, between September 1 through November for the replacement of a section of the roof, interior shelving and carpet replacement, and other associated improvements at the Gardner Library.

Second: Ms. Hrabe seconded this motion.

Motion was approved unanimously.

III. New Business

A. Information Item: Consideration of Closure for Blue Valley Mechanical Equipment Replacement

Adisa Collins, Project Coordinator, presented the Closure for Blue Valley Mechanical Equipment Replacement briefing sheet, as included in the July Library Board Report.

B. Information Item: Consideration of Closure at Leawood for Rooftop Units

Adisa Collins, Project Coordinator, presented the Closure at Leawood for Rooftop Units briefing sheet, as included in the July Library Board Report.

C. Information Item: Consideration of Revision to 2027 Library Board Dates

Patti Kangethe, Executive Assistant, presented the Revision to 2027 Library Board Dates briefing sheet, as included in the July Library Board Report.

D. Information Item: Formation of Budget Review Committee

David Sims, Board Chair, presented the Formation of Budget Review Committee briefing sheet, as included in the July Library Board Report.

ADJOURNMENT

Motion: Mr. McAllister moved to adjourn the meeting.

Second: Ms. Hrabec seconded this motion.

Motion approved unanimously.

Meeting adjourned at 5:18 p.m.

SECRETARY _____
Charles McAllister

CHAIR _____
David Sims

SIGNED _____
Tricia Suellentrop, County Librarian

To: Library Board of Directors

From: Tricia Suellentrop, County Librarian

Date: August 13, 2026

Re: Blue Valley: Consideration of Temporary Closure for Fan Wall Replacement

Issue: Consider authorizing a temporary closure for up to one (1) week in October, for the replacement of mechanical systems at the Blue Valley Library.

Suggested Motion: *This item is on the consent agenda; an individual motion will only be needed if pulled from consent.*

I move to authorize a temporary closure for up to one (1) week, for the replacement of mechanical systems at the Blue Valley Library.

Background: The Blue Valley Library was constructed in 1998. The fan wall, which is integrated into the HVAC system, at the Blue Valley Library, is nearing the end of its operational lifespan and our Facilities partners recommend replacement prior to its failure. Replacing now is considered preventive maintenance and is also expected to enhance both energy efficiency and serviceability. The new fan wall is expected to require little to no preventive maintenance. This project is under the cost threshold needed for Board approval so the Board will not see a contract for this work.

Analysis: While the work is occurring, the building will not have heating or cooling. Because of this, staff recommend closing the building to both public and staff use. Blue Valley staff would be reassigned temporarily to other branches. Facilities Custodial will conduct a final cleaning before reopening.

Funding Overview: Funding for this work is included in the 2026 CRP budget.

Alternatives: Do not authorize the closure, which would postpone the work and require an emergency closing if the equipment fails.

Recommendation: ****This item is being presented as information only at this time. It is anticipated to come back for action once a closure period is more accurately determined****
I move to authorize a temporary closure for up to one (1) week, for the replacement of mechanical systems at the Blue Valley Library.

Purchasing Review: This work is being completed under existing vendor contracts. FMA-Purchasing has reviewed this procurement, ensuring the recommendation meets the requirements of the county's purchasing policies and concurs with the recommendation.

Budget Review: The Finance Director and Facilities partners have reviewed the cost of this work.

Legal Review: Library legal counsel will review and approve the contract as to form prior to Library Board approval.

To: Library Board of Directors

From: Tricia Suellentrop, County Librarian

Date: August 13, 2026

Re: Leawood Pioneer: Consideration of Temporary Closure for HVAC Replacement

Issue: Consider authorizing a temporary closure for up to four (4) weeks, between October and November for the replacement of the rooftop Heating, Ventilation, and Air Conditioning (HVAC) units at the Leawood Pioneer Library.

Suggested Motion: *This item is on the consent agenda; an individual motion will only be needed if pulled from consent.*

I move to authorize a temporary closure for up to four (4) weeks, between October and November for the replacement of the heating, ventilation, and air conditioning units at the Leawood Pioneer Library.

Background: The Leawood Pioneer Library was renovated and expanded in 2008-2009. The heating, ventilation, and air conditioning rooftop units at the Leawood Pioneer Library have reached the end of their operational lifespan and require replacement. In June, the Library Board approved a contract with Carrier Corporation to replace the units. Staff is now working with Facilities partners and the contractor to schedule a closure, which we expect to bring back in August.

Analysis: The building will not be conditioned or have consistent power while the work is occurring. Contractor machinery and equipment staging will occur onsite including demolition and a crane. Because of these factors, staff's recommendation is to temporarily close until the work is completed. Leawood Pioneer staff would be reassigned temporarily to other branches. Contractors will protect the collection and computers throughout the project. Facilities Custodial will conduct a final cleaning before reopening.

Funding Overview: Funding for this work is included in the 2026 CRP budget.

Alternatives: Do not authorize the closure, which would postpone the work and require an emergency closure if the equipment fails.

Recommendation: *This item is on the consent agenda; an individual motion will only be needed if pulled from consent.* I move to authorize a temporary closure for up to four (4) weeks, between October and November for the replacement of the heating, ventilation, and air conditioning units at the Leawood Pioneer Library.

Purchasing Review: This work is being completed under existing vendor contracts. FMA-Purchasing has reviewed this procurement, ensuring the recommendation meets the requirements of the county's purchasing policies and concurs with the recommendation.

Budget Review: The Finance Director and Facilities partners have reviewed the cost of this work.

Legal Review: Library legal counsel has reviewed and approved the associated contract as to form.

To: Johnson County Library Board of Directors
From: Tricia Suellentrop
Date: August 13, 2026
Re: Revision to 2027 Library Board Dates

Issue: Consideration to approve revisions to 2027 Library Board Dates.

Suggested Motion: *This item is on consent; an individual motion will only be needed if pulled from consent.*
 I move that the Johnson County Library Board of Directors approve revisions to the 2027 Library Board date, moving the November meeting to Wednesday, November 10th 2027.

Background: ARM 10-50-10 Bylaws of the Board of Directors sets out that regular meetings should take place 'at least one time each month at such time and place as it shall determine. The Board may make such determination by the adoption of an annual calendar setting forth the usual date, time and place of such regular monthly meeting.' The Library Board meets regularly on the second Thursday of each month.

In 2027 the November Library Board meeting is scheduled to take place on the same day as an observed holiday, Veteran's Day. In cases when this has happened in the past, the Library Board meeting has been moved to a day prior.

Changes to regular meetings can be made, as outlined in ARM 10-50-10 Bylaws of the Board of Directors. 'The date, place, or time of a particular meeting may be changed by the affirmative vote of a majority of the directors present and voting at the regular meeting prior to the meeting affected.'

Analysis:

2027 Regular Library Board Meeting Dates	
January 14	July 8
February 11	August 12
March 11	September 9
April 8	October 14
May 13	November 11
June 10	December 9

November 11th is the only date that falls on a holiday that is observed by the Johnson County Library and needs to be moved.

Funding Overview: No costs were affected.

Alternatives: Suggest another date for the 2027 November Library Board meeting to take place.

Recommendation: Adopt revisions to 2027 Library Board dates, moving the November meeting to Wednesday, November 10th 2027.

Budget Review: None needed.

Legal Review: This policy has been reviewed and certified by legal counsel.

**JOHNSON COUNTY LIBRARY
GIFT FUND
TREASURER'S REPORT**
Period: JUN-2026

			Receipts	Payments	Balance
	Opening cash balance				\$172,352.21
		Add Receipts	\$1,159.57		
		Less Payments		\$1,003.95	
	Ending Cash balance				\$172,507.83
		Less Liabilities		\$1,803.21	
	Unobligated cash balance				\$170,704.62

APPROVED: _____

DATE: _____

To: Johnson County Library Board of Directors
From: Tricia Suellentrop
Date: August 13, 2026
Re: Formation of Budget Review Committee

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

Suggested Motion: I move to form the Budget Review Committee with the following Board Members; Chrysalyn Huff, David Sims, and Jenny Hrabe.

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

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

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

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

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

Funding Overview: N/A

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

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

Purchasing Review: N/A

Budget Review: The Library Budget Committee will be reviewing the FY 2028 Library Budget proposal.

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

To: Library Board of Directors

From: Tricia Suellentrop, County Librarian

Date: August 13, 2026

Re: *Information Only:* Johnson County Library Board Resolution for 2027 Revenue Neutral Rate

Issue: Consider adoption of the Johnson County Library Board Resolution for 2027 Revenue Neutral Rate.

Suggested Motion: This is informational for August with adoption on this resolution being requested at the September Library Board Meeting.

Background: In 2022, the Kansas changed the process for consideration of the budgetary revenue neutral rate issue (see K.S.A. 2021 Supp. 79-2988, as amended by 2022 Senate Substitute for House Bill No. 2239). These changes include a requirement that the governing body vote by roll call vote with the vote of each board member reported to the county clerk with the budget materials. Therefore, the Library Board is requested to consider this item by roll call vote.

Analysis: The revenue neutral rate for Johnson County Library Taxing District for 2027 Budget is estimated at 3.627 mills. The 2027 requested budget approved by the Library Board and is part of the currently recommended Board of County Commissioner's (BOCC) 2027 Budget is for an estimated mill levy of 3.817 mills and projected to bring in \$54,525,407 in property tax revenue.

Funding Overview: The future resolution will be an acknowledgement that the 2027 budget will have revenues from property tax exceeding the amount of property tax revenues that are budgeted to be collected in 2026. The property tax is also in line with the 2027 budget that was approved previously by the Library Board and what has been presented and is awaiting approval by the BOCC as part of the final adopted 2027 budget which is scheduled for early September.

Alternatives: The Library Board could choose not to support the resolution, but in doing so it might put the Library at risk by not being in alignment with K.S.A. 2021 Supp. 79-2988, as amended by 2022 Senate Substitute for House Bill No. 2239.

Recommendation: Adopt the resolution of the Johnson County Library Board of Directors, to exceed the revenue neutral rate, for consideration by roll call vote.

Purchasing Review: N/A

Budget Review: The resolution presented in September should be in alignment with the 2027 budget that the Library Board has previously approved and has been presented and is currently under consideration by the BOCC for the 2027 budget.

Legal Review: N/A

To: Johnson County Library Board of Directors

From: Tricia Suellentrop

Date: August 13, 2026

Re: *Information Only:* Updated ARMs

Issue: Consideration to approve revisions to Administrative Regulation Manual (ARM) policies.

Suggested Motion: (*Information only in August*) I move that the Johnson County Library Board of Directors approve revisions to Administrative Regulation Manual policies: ARM 20-10-40 Social Media Commenting Terms of Use Policy, ARM 20-10-55 Theft, Vandalism, and Destruction of Library Property, ARM 20-10-95 Waiving Aged Patron Accounts Receivable, ARM 20-20-20 Confidentiality of Records, and ARM 30-20-70 Works of Art and Artifacts.

Background: Each year library staff review one third of our policies or Administrative Regulations Manual (ARMs). The following ARMs have been reviewed and are being shared with you for information today. Highlighted below are the changes staff are recommending.

Analysis: Members of a working management team in consultation with various stakeholders reviewed several policies this year. The following ARMS have some changes or updates.

ARM 20-10-40 Social Media Commenting Terms of Use Policy: Updating to match Johnson County policy language reference blocking an account, "The County Librarian or designated Library staff may hide or delete posts if posts violate this regulation. In consultation with Library legal counsel, the County Librarian may block users for repeated violations of this regulation."

ARM 20-10-55 Theft, Vandalism, and Destruction of Library Property: Clarifies staff actions "When library staff have reason to believe that a patron is removing or attempting to remove library materials from the library before checking out the material" and adding "Charging Lockers" as an exception for patrons keeping personal electronic devices with them.

ARM 20-10-95 Waiving Aged Patron Accounts Receivable: Clarified "on an annual basis, fees will be automatically waived in the Library ILS after seven (7) years".

ARM 20-20-20 Confidentiality of Records: Update reference to Kansas Open Records statute and title language for Johnson County Library Finance Department and Johnson County Office of Financial Management.

ARM 30-20-70 Works of Art and Artifacts: "Consider opportunities for partnership and collaboration with organizations and public entities and agencies to incorporate public art in Library branch locations" and eliminates specific reference to the Johnson County Public Art Commission and Program.

Funding Overview: No costs were affected.

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

Recommendation: For information only this month. Please make any suggestions you wish.

Budget Review: None needed.

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

Social Media Commenting Terms of Use Policy – ARM 20-10-40

SUMMARY

This regulation provides policy, implementation and interaction framework for Library staff and patrons as they use and interact with Johnson County Library social media on any social media platforms. The regulation is based on social media guidelines from Johnson County Government and the American Library Association and reflects the rules contained in the Library's Patron Code of Behavior ([ARM 20-10-50](#)).

The Library supports intellectual freedom and the right of all users to share their opinions on various topics. It also reserves the right to exercise discretion to reasonably regulate interactions on Library social media to the extent that the conduct in question violates this regulation or the Library's Patron Code of Behavior.

This document describes situations under which a user's comment or other content may be removed from Library social media or a user may be blocked from any Library social media.

Comments expressed on any social media platform do not reflect the views or positions of the Library, the Library Board or Library employees. Social media users should exercise their own judgment about the quality and accuracy of any information presented through social media.

Effective Date:

Affirmed

March 14 , 2024

DEFINITIONS

a: Social media. The U.S. Government defines social media as the various activities that integrate technology, social interaction and content creation. These sites and applications may take on different forms, such as social networking, forums, micro-blogging, blogs and video/photo posting sites.

b: Limited public forum. Library social media is a limited public forum in that the Library maintains discretion to reasonably regulate speech in a viewpoint neutral manner in a designated space. ~~See Good News Club v. Milford Cent. Sch., 533 U.S. 98 (2001).~~

c: User. For the purposes of this document, a user is a person who engages with the Library via social media by posting a comment on a post made by the Library, tagging the Library in a post the user makes or using a platform to message the Library. Users

who submit posts or comments on Library social media sites agree that they have read, understand and agree to this policy/the Social Media Commenting Terms of Use policy.

d: Content. For the purposes of this document, content is any and all written or visual interaction with the Library on its social media platforms. Content may include but is not limited to comments, messages, text, images, photographs, alt tags, GIFS, memes or other visual or written forms of interaction.

POLICY

a. In accordance with this regulation, the Patron Code of Behavior (ARM 20-10-50) applies to all interactions, posts and comments by any and all individuals on all Library social media. The same is true for private messages, regardless of social media platform.

b. Failing to comply with Library regulations and with instructions or requests made by Library staff with respect to Library regulations is strictly prohibited on Library social media.

Threatening or Abusive Behavior

Language, behavior, graphics, videos or any other media that is threatening or dangerous is prohibited on Library social media. Behavior in the form of comments, posts or private messages that is abusive to Library patrons or staff is prohibited. This may include posts, comments, private messages or any behavior that is violent toward patrons or staff or contains information that may compromise the safety or security of patrons, the public, public systems, the Library, the county, its employees, or public officials.

Images

Images, GIFs and/or video content or language that is considered profane, posts that contain sexually explicit images, cartoons, jokes or links to sexual content; or content that contains obscene, profane, threatening, or harassing language is strictly prohibited.

Discrimination

Content that advocates unlawful discrimination on the basis of race, color, national origin, sex, gender, sexual orientation, gender identity or expression, religion, age, disability, genetic information, military service, or other circumstance prohibited by federal, state, or local law, rule, or regulation is strictly prohibited.

Commercial Messages

Content that contains commercial messages, including advertisements, endorsements, solicitations and spam is strictly prohibited.

Political Endorsements

Content that promotes or endorses political campaigns, candidates for election to a political office, or ballot measures is strictly prohibited. This includes posts made from accounts named for the campaign of an office or elected position.

Illegal Activity

Content that contains suggestions or encouragement of illegal activity is strictly prohibited.

Defamatory Comments

Content that contains defamatory (i.e. slanderous, libelous) remarks, personal attacks or threats against any individual person or group of people is strictly prohibited as is content that makes or publishes false, vicious or malicious statements concerning any county employee.

Intellectual Property

Content that violates a legal ownership interest of any other party, such as trademark or copyright infringement is strictly prohibited.

Violence

Content that promotes violence or the threat of violence to themselves or others is strictly prohibited and such content may be reported to the appropriate authorities.

Confidential Information

Content that discloses confidential or proprietary information or personally identifiable information, such as an address, phone number, social security number or other sensitive information of any person is strictly prohibited.

Repetitive Content

Content that contains three or more successive or repetitive posts by a single user or repetitive posts copied and pasted by one or more users, or spam is strictly prohibited.

Relevance and Decorum

Content that is significantly off-topic or explicitly unrelated to the specific post is strictly prohibited. To best facilitate online conversation, users should please keep comments to the topic at hand. The Library may act to maintain order and decorum in Library social media channels.

Adjacent Content

Profile pictures and account names that accompany posts or comments are also subject to moderation based on the terms of this regulation.

Thread Size

Commenting on individual posts may be turned off when commenting exceeds 200 comments and/or when there are excessive comments in violation of our terms of use. Alternate methods of engaging with the Library will be offered, such as email or mail.

Notice

Commenting on social media is not an official notice or comment to Johnson County Library, its Board of Directors, administration or employees.

PRIVACY

Social media posts and comments are separate from patron records. Social media platforms will not be used to collect information about the Library's users. Information shared by users on the Library's social media will not be retained by the Library or used for other purposes. The Library may occasionally refer to public comments made on social media and members of the public may capture, screenshot or otherwise save and/or share content. However, the Library will not collect, sell or knowingly transfer to any third party and/or personally identifiable information related to social media engagement with the library. Messages to the Library through social media platforms are not private and may be subject to disclosure. Please be aware that every social media platform has its own privacy policies and they should be carefully reviewed before posting, commenting or otherwise engaging.

RETENTION

Records of hidden/deleted social media posts and blocked users will be retained by the Library for a period of one year.

AUTHORIZATION

The County Librarian or designated Library staff may hide or delete posts if posts violate this regulation. In consultation with Library legal counsel, the County Librarian may block users for repeated violations of his regulation. Upon blocking, the Library will make a reasonable attempt to notify the user. The County Librarian authorizes designated Library staff to hide or delete posts and block users if posts or users violate this regulation.

~~March 14, 2024~~ August 13, 2026

ARM 20-10-40 End

ADMINISTRATIVE REGULATIONS

TAB: Patron/Other Services

DOCUMENT NUMBER: 20-10-40

SECTION: General Patron Services

SUBJECT: Social Media Commenting Terms of Use Policy

Administrative Regulation: Social Media Commenting Terms of Use Policy
Document Number: ARM 20-10-40

Tab: Patron/Other Services

Section: General Patron Services

Subject: Social Media Commenting Terms of Use Policy

Summary

This regulation provides policy, implementation and interaction framework for Library staff and patrons as they use and interact with Johnson County Library social media on any social media platforms. The regulation is based on social media guidelines from Johnson County Government and the American Library Association and reflects the rules contained in the Library's Patron Code of Behavior (ARM 20-10-50).

The Library supports intellectual freedom and the right of all users to share their opinions on various topics. It also reserves the right to exercise discretion to reasonably regulate interactions on Library social media to the extent that the conduct in question violates this regulation or the Library's Patron Code of Behavior.

This document describes situations under which a user's comment or other content may be removed from Library social media or a user may be blocked from any Library social media.

Comments expressed on any social media platform do not reflect the views or positions of the Library, the Library Board or Library employees. Social media users should exercise their own judgment about the quality and accuracy of any information presented through social media.

Effective Date: March 14, 2024

Reviewed/Reaffirmed: September 10, 2026

Definitions

- a. Social media. The U.S. Government defines social media as the various activities that integrate technology, social interaction and content creation. These sites and applications may take on different forms, such as social networking, forums, micro-blogging, blogs and video/photo posting sites.
- b. Limited public forum. Library social media is a limited public forum in that the Library maintains discretion to reasonably regulate speech in a viewpoint neutral manner in a designated space
- c. User. For the purposes of this document, a user is a person who engages with the Library via social media by posting a comment on a post made by the Library, tagging the Library in a post the user makes or using a platform to message the Library. Users who submit posts or comments on Library social media sites agree that they have read, understand and agree to this policy/the Social Media Commenting Terms of Use policy.
- d. Content. For the purposes of this document, content is any and all written or visual interaction with the Library on its social media platforms. Content may include but is not limited to

Administrative Regulation: Social Media Commenting Terms of Use Policy
Document Number: ARM 20-10-40

comments, messages, text, images, photographs, alt tags, GIFS, memes or other visual or written forms of interaction.

Policy

- a. In accordance with this regulation, the Patron Code of Behavior (ARM 20-10-50) applies to all interactions, posts and comments by any and all individuals on all Library social media. The same is true for private messages, regardless of social media platform.
- b. Failing to comply with Library regulations and with instructions or requests made by Library staff with respect to Library regulations is strictly prohibited on Library social media.

Threatening or Abusive Behavior

Language, behavior, graphics, videos or any other media that is threatening or dangerous is prohibited on Library social media. Behavior in the form of comments, posts or private messages that is abusive to Library patrons or staff is prohibited. This may include posts, comments, private messages or any behavior that is violent toward patrons or staff or contains information that may compromise the safety or security of patrons, the public, public systems, the Library, the county, its employees, or public officials.

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Images, GIFs and/or video content or language that is considered profane, posts that contain sexually explicit images, cartoons, jokes or links to sexual content; or content that contains obscene, profane, threatening, or harassing language is strictly prohibited.

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Administrative Regulation: Social Media Commenting Terms of Use Policy
Document Number: ARM 20-10-40

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Content that violates a legal ownership interest of any other party, such as trademark or copyright infringement is strictly prohibited.

Violence

Content that promotes violence or the threat of violence to themselves or others is strictly prohibited and such content may be reported to the appropriate authorities.

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Content that discloses confidential or proprietary information or personally identifiable information, such as an address, phone number, social security number or other sensitive information of any person is strictly prohibited.

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Content that contains three or more successive or repetitive posts by a single user or repetitive posts copied and pasted by one or more users, or spam is strictly prohibited.

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Adjacent Content

Profile pictures and account names that accompany posts or comments are also subject to moderation based on the terms of this regulation.

Thread Size

Commenting on individual posts may be turned off when commenting exceeds 200 comments and/or when there are excessive comments in violation of our terms of use. Alternate methods of engaging with the Library will be offered, such as email or mail.

Notice

Commenting on social media is not an official notice or comment to Johnson County Library, its Board of Directors, administration or employees.

Administrative Regulation: Social Media Commenting Terms of Use Policy
Document Number: ARM 20-10-40

Privacy

Social media posts and comments are separate from patron records. Social media platforms will not be used to collect information about the Library's users. Information shared by users on the Library's social media will not be retained by the Library or used for other purposes. The Library may occasionally refer to public comments made on social media and members of the public may capture, screenshot or otherwise save and/or share content. However, the Library will not collect, sell or knowingly transfer to any third party and/or personally identifiable information related to social media engagement with the library. Messages to the Library through social media platforms are not private and may be subject to disclosure. Please be aware that every social media platform has its own privacy policies and they should be carefully reviewed before posting, commenting or otherwise engaging.

Retention

Records of hidden/deleted social media posts and blocked users will be retained by the Library for a period of one year.

Authorization

The County Librarian or designated Library staff may hide or delete posts if posts violate this regulation. In consultation with Library legal counsel, the County Librarian may block users for repeated violations of his regulation. Upon blocking, the Library will make a reasonable attempt to notify the user. August 13, 2026

Review Date: September 10, 2026

ARM 20-10-40 END

ADMINISTRATIVE REGULATIONS

TAB: Patron Services

DOCUMENT NUMBER: 20-10-55

SECTION: General Patron Services

SUBJECT: THEFT, VANDALISM, AND DESTRUCTION OF LIBRARY PROPERTY

SUMMARY

~~This regulation describes the circumstances in which members of the library staff are authorized to search containers of any kind in the possession of a patron for library materials that have not been checked out.~~ The purpose of this document is to describe the library's policies around theft, vandalism, and destruction of property. This regulation describes the circumstances in which members of the library staff are authorized to search containers of any kind in the possession of a patron for library materials that have not been checked out.

Effective Date:

Reviewed:

POLICY

October 4, 2017

October 27, 2021

November 9, 2023

Theft and Staff Authorization Removal of Library Materials from the Library

~~a. A patron's use of the library shall constitute an authorization from the patron to library staff to search sacks, bags, briefcases, or containers of any kind, carried or in the possession of such patron, when staff has reason to believe that such patron is concealing Library patrons may not remove from the library any~~ library materials that have not been checked out. When library staff have reason to believe that a patron is removing or attempting to remove library materials from the library before checking out the material, library staff may (1) ask the patron if they possess library materials that have not been checked out, (2) ask to search personal property in the patron's possession, with such search occurring only after obtaining the patron's voluntary consent, and (3) seek assistance from a local law enforcement agency if needed. Patrons may be charged with a fee or the replacement cost of the stolen item. The fee will be determined by Johnson County Library and can vary depending on the value of the materials deemed stolen.

Vandalism

b. Vandalism is strictly prohibited in the library. The act of vandalism includes but is not limited to graffiti, defacing or damaging library materials, technology, furniture, equipment, or any other property. Any patron found engaging in or having engaged in vandalism will be asked to leave immediately. Violations of this policy may result in the suspension of library privileges and possible legal action. Vandalism may also result in fees for repair or replacement.

Destruction of Property

c. Destruction of library property is also strictly prohibited. This includes but is not limited to damaging or destroying library materials, technology, furniture, equipment, or any other property. Any patron found engaging in or having engaged in destruction of property will be asked to leave immediately. Violations of this policy may result in the suspension of library privileges and possible legal action. Destruction of library property may result in assessment of fee for repair or replacement.

Patrons are responsible for any damages or losses incurred to library property. Any damage or loss must be reported immediately to library staff. Johnson County Library reserves the right to monitor and review security footage and take appropriate legal action in the event of any incidents of theft, vandalism, or destruction of property as classified in this regulation.

Patron Personal Property

d. The library is not responsible for patron personal property while utilizing library spaces. Patrons are encouraged to always keep all personal belongings with them, with the exception of the electronic device charging our Changing lockers.

November 9, 2023

ARM 20-10-55 End

Administrative Regulation: Theft, Vandalism, And Destruction Of Library Property
Document Number: ARM 20-10-55

Tab: Patron Services

Section: General Patron Services

Subject: Theft, Vandalism, And Destruction Of Library Property

Summary

This purpose of this document is to describe the library's policies around theft, vandalism, and destruction of property.

Effective Date: October 4, 2017

Reviewed/Reaffirmed: October 27, 2021
November 9, 2023
September 10, 2026

Policy

Theft and Removal of Library Materials from the Library

a. Library patrons may not remove from the library any library materials that have not been checked out. When library staff have reason to believe that a patron is removing or attempting to remove library materials from the library before checking out the material, library staff may (1) ask the patron if they possess library materials that have not been checked out, (2) ask to search personal property in the patron's possession, with such search occurring only after obtaining the patron's voluntary consent, and (3) seek assistance from a local law enforcement agency if needed. Patrons may be charged with a fee or the replacement cost of the stolen item. The fee will be determined by Johnson County Library and can vary depending on the value of the materials deemed stolen.

Vandalism

b. Vandalism is strictly prohibited in the library. The act of vandalism includes but is not limited to graffiti, defacing or damaging library materials, technology, furniture, equipment, or any other property. Any patron found engaging in or having engaged in vandalism will be asked to leave immediately. Violations of this policy may result in the suspension of library privileges and possible legal action. Vandalism may also result in fees for repair or replacement.

Destruction of Property

c. Destruction of library property is also strictly prohibited. This includes but is not limited to damaging or destroying library materials, technology, furniture, equipment, or any other property. Any patron found engaging in or having engaged in destruction of property will be asked to leave immediately. Violations of this policy may result in the suspension of library privileges and possible legal action. Destruction of library property may result in assessment of fee for repair or replacement.

Administrative Regulation: Theft, Vandalism, And Destruction Of Library Property
Document Number: ARM 20-10-55

Patrons are responsible for any damages or losses incurred to library property. Any damage or loss must be reported immediately to library staff. Johnson County Library reserves the right to monitor and review security footage and take appropriate legal action in the event of any incidents of theft, vandalism, or destruction of property as classified in this regulation.

Patron accounts receivable, whether consisting of fees or fines, are ineligible for automatic waiver when: (i) subject to a patron's bankruptcy proceeding in which the library has been given notice as a creditor; (ii) the total amount of the patron account receivable is equal to or more than \$600; and (iii) the patron account receivable is for inter-library loan (ILL) materials from other libraries subject to the other library's rules and regulations, as provided in ARM 20-10-91. Upon resolution of any of the foregoing factors, the patron account receivable may be waived and eliminated.

Patron Personal Property

- d. The library is not responsible for patron personal property while utilizing library spaces. Patrons are encouraged to always keep all personal belongings with them, with the exception of the electronic device charging lockers.

Review Date: September 10, 2026

ARM 20-10-55 END

ADMINISTRATIVE REGULATIONS

TAB: Administration

DOCUMENT NUMBER: 20-10-95

SECTION: Finance

SUBJECT: WAIVING AGED PATRON ACCOUNTS RECEIVABLE

SUMMARY

This regulation defines the parameters within which aged patron library fees (accounts receivable) may be automatically waived and authorizes the County Librarian to adopt procedures with respect to waiving such fines.

Effective Date:

October 4, 2017

Reviewed:

October 27, 2021

April 13, 2023

March 27, 2026

DEFINITION OF FEE WAIVER

a. A fee waiver removes charges from a patron's account and clears the patron's record of money owed. The amount owed may include fees owed by the patron pursuant to ARM 20-10-90, Fee Schedule, ~~and~~ replacement charges, and fees owed by the patron pursuant to ARM 20-10-91, ~~and~~ Lost or Damaged Materials and ILL Materials Fee Schedule, ~~and~~ any other fees or charges owed by the patron pursuant to these regulations.

AUTHORIZATION FOR COUNTY LIBRARIAN TO ADOPT PROCEDURES ON AUTOMATIC WAIVERS

b. The County Librarian is authorized to adopt procedures for automatic waivers of aged accounts receivable from the Library's Integrated Library System (ILS). Such procedures may include appropriate definitions; rules governing timing of automatic waivers; and procedures relating to reports on aged accounts receivable.

ELIGIBILITY FOR AUTOMATIC WAIVER OF ACCOUNTS RECEIVABLE

c. Fines for overdue library materials that were billed before April 14, 2023 will be automatically waived in the Library ILS. Fees for lost or damaged library materials that were billed on or before April 13, 2017 will be automatically waived in the Library ILS on April 14, 2023. Thereafter, on an annual basis, fees will be ~~automatically~~ waived in the Library ILS ~~after on the date of on the date that is after seven (7) years. the seventh year anniversary of after such billing.~~ When such fees are waived, the patron account receivable is eliminated.

Patron accounts receivable, whether consisting of fees or fines, are ineligible for automatic waiver when: (i) subject to a patron's bankruptcy proceeding in which the library has been given notice as a creditor; (ii) the total amount of the patron account receivable is equal to or more than \$600; and (iii) the patron account receivable is for inter-library loan (ILL) materials from other libraries subject to the other library's rules and regulations, as provided in ARM 20-10-91. Upon resolution of any of the foregoing factors, the patron account receivable may be waived and eliminated.

ADMINISTRATIVE REGULATIONS

TAB: Administration

DOCUMENT NUMBER: 20-10-95

SECTION: Finance

SUBJECT: WAIVING AGED PATRON ACCOUNTS RECEIVABLE

Administrative Regulation: Waiving Aged Patron Accounts Receivable
Document Number: ARM 20-10-95

Tab: Administration

Section: Finance

Subject: Waiving Aged Patron Accounts Receivable

Summary

This regulation defines the parameters within which aged patron library fees (accounts receivable) may be automatically waived and authorizes the County Librarian to adopt procedures with respect to waiving such fines

Effective Date: October 4, 2017

Reviewed/Reaffirmed: October 27, 2021
April 13, 2023
September 10, 2026

Definition of Waiver:

- a. A fee waiver removes charges from a patron's account and clears the patron's record of money owed. The amount owed may include fees owed by the patron pursuant to ARM 20-10-90, Fee Schedule, replacement charges, and fees owed by the patron pursuant to ARM 20-10-91, Lost or Damaged Materials and ILL Materials Fee Schedule, and any other fees or charges owed by the patron pursuant to these regulations.

Authorization for County Librarian to adopt procedures on automatic waivers

- b. The County Librarian is authorized to adopt procedures for automatic waivers of aged accounts receivable from the Library's Integrated Library System (ILS). Such procedures may include appropriate definitions; rules governing timing of automatic waivers; and procedures relating to reports on aged accounts receivable.

Eligibility for automatic waiver of accounts receivable

- c. Fines for overdue library materials that were billed before April 14, 2023 will be automatically waived in the Library ILS. Fees for lost or damaged library materials that were billed on or before April 13, 2017 will be automatically waived in the Library ILS on April 14, 2023. Thereafter, on an annual basis, fees will be waived in the Library ILS after seven (7) years. When such fees are waived, the patron account receivable is eliminated.

Patron accounts receivable, whether consisting of fees or fines, are ineligible for automatic waiver when: (i) subject to a patron's bankruptcy proceeding in which the library has been given notice as a creditor; (ii) the total amount of the patron account receivable is equal to or more than \$600; and (iii) the patron account receivable is for inter-library loan (ILL) materials from other libraries subject to the other library's rules and regulations, as provided in ARM 20-10-91.

Administrative Regulation: Waiving Aged Patron Accounts Receivable
Document Number: ARM 20-10-95

Upon resolution of any of the foregoing factors, the patron account receivable may be waived and eliminated.

Review Date: September 10, 2026

ARM 20-10-95 END

DRAFT

ADMINISTRATIVE REGULATIONS

TAB: Patron Services

DOCUMENT NUMBER: 20-20-20

SECTION: Circulation Services

SUBJECT: CONFIDENTIALITY OF RECORDS

SUMMARY

This document contains the Library's policy and procedure regarding confidentiality of patrons' registration and borrowing records vis-a-vis the ALA Code of Ethics and the Kansas Open Records Act.

Definitions:

Patron Registration Information refers to the personal information patrons provide to staff when registering for a library card: name, address, phone number, e-mail address, and birthdate/age.

Patron Borrowing Records refers to the items a patron has checked out, placed on hold, used in the past, or on which the patron owes fees.

Effective Date:

February 8, 2018

Reviewed:

March 14, 2019
October 22, 2020
February 11, 2021
April 13, 2023
~~March~~September 27-10, 2026

CONFIDENTIALITY OF RECORDS POLICY

a. All outside inquiries (from law enforcement, media, government agencies, lawyers and others) regarding access to Patron Registration Information and Patron Borrowing Records will be referred to the County Librarian, and no records may be made public without express approval. Patron Registration Information and Patron Borrowing Records are exempt from disclosure pursuant to the Kansas Open Records Act (K.S.A. 2006 Supp. 45-221(a)(23), as amended) and Library regulations and should only be released upon receipt of a valid court

Patron Borrowing Records

order or subpoena authorized under federal, state, or local law.

b. Johnson County Library will not retain a Patron's borrowing records beyond their use for circulation or control purposes.

County Librarian Authorized to Adopt Written Procedures Authorizing Limited Library Use of Patron Registration Information

c. The County Librarian may adopt written procedures and guidelines under this Regulation that authorize the Library to make limited use of Patron Registration Information for the sole purpose of facilitating communications by the Library with that Patron. Such written procedures shall strictly limit such use to the Library only and shall not authorize use by any outside agency and shall further limit such use to Library communications between the Library and the Patron.

County Librarian Authorized to Adopt Written Procedures to Guide Library Staff in Responding to Requests for Patron Registration or Borrowing Records Information

The County Librarian may adopt written procedures and guidelines under this Regulation that provide advice and guidance to Library staff on how to apply the terms of this regulation when provided a request for Patron Registration Information or information on Patron Borrowing Records from a person or agency outside the Library. By way of illustration and not limitation, such procedures might provide Library staff guidance on the handling of subpoenas issued to the Library under the terms of this Regulation.

ACCESS TO RECORDS

Own Record

e. Patrons may check out materials and access their own Library records of all kinds, only by providing a library card, library card number, or valid proof of identity. Patrons without one of these items can verbally verify their PIN (personal identification number) and provide at least 2 other pieces of account information to have full access to their account.

Children Under 18

f. Parents or guardians of children under 18 years of age may, upon presentation of proper identification, obtain the current status of their child's Borrowing Records or withdraw their authorization for the child's library card. Parents without proper identification can verbally verify at least 3 pieces of the child's account information to have full access to their child's account.

Of Others

g. A patron who provides a library card or library card number may check out materials to that card or obtain Registration and Borrowing information from the matching patron record. Patrons may also authorize other patrons or family members to pick up materials being held by notifying library staff in advance. Authorized individuals, upon presentation of identification, will not be required to have the patron's card or card number to check out, pay fees, pick up holds or renew items.

Any patron may pay the fees of any other patron without a library card number or other verification. However, in this circumstance, no Patron Registration Information or Patron Borrowing Records will be provided to the person making the payment.

County Librarian Authorized to Adopt Written Procedures to Guide Library Staff in the Application of the Access to Records subsection of this Regulation

The County Librarian may adopt written procedures and guidelines to implement the terms of the Access to Records subsection of this Regulation.

Information Requests

Library staff will not disclose library patrons' use of the library with respect to information sought or received, except pursuant to a valid court order or subpoena authorized under federal, state, or local law. Any court order or subpoena received by a member of the staff shall be directed to the County Librarian and Library counsel for disposition.

Exceptions for Materials Recovery Agency, County Office of Financial Management, Development of Demographic Profiles or Patron Usage Pattern Studies

h. Nothing in this regulation shall be construed to prohibit the Johnson County Library from disclosing a patron's account records to a third party collection agency when that patron has fees or library materials that have been checked out and not returned; ~~The~~ the County Librarian is authorized to submit such patron account records to a third party collection agency pursuant to any agreement approved by the Library Board.

i. Pursuant to rules established by the Government Accounting Standards Board (GASB), Library Finance Department Treasury and Financial Management (TFM) prepares financial reports for the Library that show an accounts receivable balance that is comprised of amounts attributable to past due accounts and library materials that have not been returned. In order to verify this data for the Library, the Library Finance Department, TFM must periodically examine the underlying, individual accounts that comprise the

balance. The County Librarian may, for that limited purpose, and in accordance with the terms of this ARM 20-20-20, provide to TFM the names, addresses, contact information, amounts owed^{ed} and dates relating to such accounts. Any request for this information made pursuant to the Kansas Open Records Act shall be referred to the County Librarian pursuant to ARM 20-20-20. No other patron borrowing records information, including information relating to materials checked out, shall be disclosed.

j. In order to obtain demographic profiles or patron usage pattern studies that will allow the Library to improve the quality and content of its collections and offerings to patrons, the Library may provide certain information to agencies of Johnson County government and to private companies that have contractually agreed to produce such profiles or studies. Such information shall not identify patrons by name or allow for individual patrons to be identified by name. The Library shall provide such information only pursuant to written agreements that contain the following terms, as well as those required elsewhere in these regulations:

1. Such agencies and companies shall agree to never identify patrons by name from the information provided to such agencies or companies.
2. Such agencies and companies shall agree to not release, and shall maintain confidentiality with respect to, the information provided by the Library and the data developed from such information, except to the extent specifically authorized in writing by the Library.
3. Such agencies and companies shall agree that all such information and the data developed from such information may not be sold or resold by such agencies and companies.
4. Such agencies and companies shall agree that the Library shall continue to own such information and the data developed from such information and that the same shall be destroyed or returned to the Library on its written request.

April-September 130, 20263
END

ARM 20-20-20

Administrative Regulation: Confidentiality of Records
Document Number: ARM 20-20-20

Tab: Patron Services
Section: Circulation Services
Subject: Confidentiality of Records

Summary

This document contains the Library's policy and procedure regarding confidentiality of patrons' registration and borrowing records vis-a-vis the ALA Code of Ethics and the Kansas Open Records Act.

Effective Date: February 8, 2018

Reviewed/Reaffirmed: March 14, 2019
October 22, 2020
February 11, 2021
April 13, 2023
September 10, 2026

Definitions

- a. Patron Registration Information refers to the personal information patrons provide to staff when registering for a library card: name, address, phone number, e- mail address, and birthdate/age.
- b. Patron Borrowing Records refers to the items a patron has checked out, placed on hold, used in the past, or on which the patron owes fees.

Confidentiality of Records Policy

- a. All outside inquiries (from law enforcement, media, government agencies, lawyers and others) regarding access to Patron Registration Information and Patron Borrowing Records will be referred to the County Librarian, and no records may be made public without express approval. Patron Registration Information and Patron Borrowing Records are exempt from disclosure pursuant to the Kansas Open Records Act (K.S.A. 2006 Supp. 45-221(a)(23), as amended) and Library regulations and should only be released upon receipt of a valid court order or subpoena authorized under federal, state, or local law.

Patron Borrowing Records

- b. Johnson County Library will not retain a Patron's borrowing records beyond their use for circulation or control purposes.

County Librarian Authorized to Adopt Written Procedures Authorizing Limited Library Use of Patron Registration Information

- c. The County Librarian may adopt written procedures and guidelines under this Regulation that authorize the Library to make limited use of Patron Registration Information for the sole purpose of facilitating communications by the Library with that Patron. Such written

Administrative Regulation: Confidentiality of Records
Document Number: ARM 20-20-20

procedures shall strictly limit such use to the Library only and shall not authorize use by any outside agency and shall further limit such use to Library communications between the Library and the Patron.

County Librarian Authorized to Adopt Written Procedures to Guide Library Staff in Responding to Requests for Patron Registration or Borrowing Records Information

- d. The County Librarian may adopt written procedures and guidelines under this Regulation that provide advice and guidance to Library staff on how to apply the terms of this regulation when provided a request for Patron Registration Information or information on Patron Borrowing Records from a person or agency outside the Library. By way of illustration and not limitation, such procedures might provide Library staff guidance on the handling of subpoenas issued to the Library under the terms of this Regulation.

Access to Records

Own Record

- e. Patrons may check out materials and access their own Library records of all kinds, only by providing a library card, library card number, or valid proof of identity. Patrons without one of these items can verbally verify their PIN (personal identification number) and provide at least 2 other pieces of account information to have full access to their account.

Children Under 18

- f. Parents or guardians of children under 18 years of age may, upon presentation of proper identification, obtain the current status of their child's Borrowing Records or withdraw their authorization for the child's library card. Parents without proper identification can verbally verify at least 3 pieces of the child's account information to have full access to their child's account.

Of Others

- g. A patron who provides a library card or library card number may check out materials to that card or obtain Registration and Borrowing information from the matching patron record. Patrons may also authorize other patrons or family members to pick up materials being held by notifying library staff in advance. Authorized individuals, upon presentation of identification, will not be required to have the patron's card or card number to check out, pay fees, pick up holds or renew items.

Any patron may pay the fees of any other patron without a library card number or other verification. However, in this circumstance, no Patron Registration Information or Patron Borrowing Records will be provided to the person making the payment.

Administrative Regulation: Confidentiality of Records
Document Number: ARM 20-20-20

County Librarian Authorized to Adopt Written Procedures to Guide Library Staff in the Application of the Access to Records subsection of this Regulation

The County Librarian may adopt written procedures and guidelines to implement the terms of the Access to Records subsection of this Regulation.

Information Requests

Library staff will not disclose library patrons' use of the library with respect to information sought or received, except pursuant to a valid court order or subpoena authorized under federal, state, or local law. Any court order or subpoena received by a member of the staff shall be directed to the County Librarian and Library counsel for disposition.

Exceptions for Materials Recovery Agency, County Office of Financial Management, Development of Demographic Profiles or Patron Usage Pattern Studies

- h. Nothing in this regulation shall be construed to prohibit the Johnson County Library from disclosing a patron's account records to a third party collection agency when that patron has fees or library materials that have been checked out and not returned. The County Librarian is authorized to submit such patron account records to a third party collection agency pursuant to any agreement approved by the Library Board.
- i. Pursuant to rules established by the Government Accounting Standards Board (GASB), Library Finance Department prepares financial reports for the Library that show an accounts receivable balance that is comprised of amounts attributable to past due accounts and library materials that have not been returned. In order to verify this data for the Library, the Library Finance Department must periodically examine the underlying, individual accounts that comprise the

Review Date: September 10, 2026

ARM 20-20-20 END

ADMINISTRATIVE REGULATIONS

TAB: Collections

DOCUMENT NUMBER: 30-20-70

SECTION: Library Collections

SUBJECT: WORKS OF ART AND ARTIFACTS

SUMMARY

This document describes policy and procedure for the Library's collection of art and artifacts.

Effective Date:

July 12, 2012

Reviewed:

October 4, 2017

October 27, 2021

October 12, 2023

May 7 August September 130, 2026

POLICY

Purchased Art

a. The Johnson County Library may collect and purchase art and artifacts in accordance with criteria established by the library's mission, strategic plan, and collection development policy.

Commissioned Art

b. The Johnson County Library may commission art to be used in buildings, marketing, and promotions, in order to enhance patron service or experience.

c. The Johnson County Library will consider opportunities for partnership and collaboration with organizations and public entities and agencies to incorporate public art in Library branch locations. Library locations constructed with funding bonded through Johnson County's Public Building Commission have art commissioned through the County's Public Art Commission and works of art located at those locations are subject to the Johnson County Public Art Program, established in 2006 and amended in 2017.

Donated Art

b.
e-d. Donations of art to the Johnson County Library are governed by ARM 30-20-50 Gifts.

PROCEDURES

The County Librarian will establish procedures to govern the collection and purchase of art and artifacts.

ARM 30-20-70 End

ADMINISTRATIVE REGULATIONS

TAB: Collections

DOCUMENT NUMBER: 30-20-70

SECTION: Library Collections

SUBJECT: WORKS OF ART AND ARTIFACTS

~~October~~
September 10~~27~~,
2024, 2026

Administrative Regulation: Works of Art and Artifacts
Document Number: ARM 30-20-70

Tab: Collections
Section: Library Collections
Subject: Works of Art and Artifacts

Summary

This document describes policy and procedure for the Library's collection of art and artifacts.

Effective Date: July 12, 2012

Reviewed/Reaffirmed: October 4, 2017
October 27, 2021
October 12, 2023
September 10, 2026

Policy

Purchased Art:

- a. The Johnson County Library may collect and purchase art and artifacts in accordance with criteria established by the library's mission, strategic plan, and collection development policy.

Commissioned Art

- b. The Johnson County Library may commission art to be used in buildings, marketing, and promotions, in order to enhance patron service or experience.
- c. The Johnson County Library will consider opportunities for partnership and collaboration with organizations and public entities and agencies to incorporate public art in Library branch locations.

Donated Art

- d. Donations of art to the Johnson County Library are governed by ARM 30-20-50 Gifts.

Procedures

The County Librarian will establish procedures to govern the collection and purchase of art and artifacts.

Review Date: September 10, 2026

ARM 30-20-70 END

Briefing Sheet

To: Library Board of Directors

From: Tricia Suellentrop, County Librarian

Date: August 13, 2026

Re: Consideration of Contract with Mission Electronics, Inc. for Branch Services Audio Visual

Issue: Authorize contract with Mission Electronics, Inc., the Library's contracted audiovisual systems (AV) vendor proceed with new installations in meeting and study rooms at Gardner, Blue Valley, and Leawood Pioneer locations.

Suggested Motion: For information today, for action at September 2026 Library Board Meeting.

Background: JCL currently offers audiovisual systems in meeting rooms at several locations heavily used by patrons. At Gardner meeting room and study rooms, Blue Valley meeting room and study room, and Leawood Pioneer conference room and study rooms, the AV systems are outdated and will be replaced with systems integrated into the meeting rooms.

Analysis: Leawood Pioneer Large Meeting Room had a new system installed with the projects approved in March 2026, this request is for new systems in the conference room and study rooms at Leawood. There is Facilities work planned at Gardner in the fall providing advantageous timing for AV install in the meeting room and study rooms. The Blue Valley Meeting Room and study room do not currently have integrated AV and have heavy patron use.

Location	Project	Cost Estimate
Leawood Pioneer	Conference and Study Rooms	\$ 29,070.00
Blue Valley	Meeting Room and Study Room	\$ 51,829.00
Gardner	Meeting Room and Study Rooms	\$ 54,979.00
	Total	\$135,878.00

Funding Overview: JCL allocated funds for these audiovisual upgrades in JCL's operating funds for 2026.

Alternatives: Do not offer integrated audiovisual systems from Library meeting, conference, and study rooms.

Recommendation: Approve contract with Mission Electronics, Inc. for the upgrade and install projects at the identified locations.

Purchasing Review: County Purchasing Team has reviewed and confirmed that the cooperative contract referenced conforms with purchasing policy. JCL has an ongoing support contract with MEI, Inc. for existing systems not reflected in the spending noted above.

Budget Review: JCL allocated funds for these audiovisual upgrades and installations in JCL's operating funds for 2026.

Legal Review: Legal counsel certified that the Agreement is acceptable as to form under the terms of ARM 50-30-25 and may be approved and executed in accordance with Library policy and state statute.



Blue Valley Branch Technology Refresh Updated

7.16.26

7/16/2026

This Agreement is between

Johnson County Library

9000 W 151st St
Overland Park, KS 66221

and

Mission Electronics, Inc.

11450 W. 79th Street
Lenexa, KS 66214 US
(913) 894-8480
<http://www.missionelectronics.com>

Scope Of Work

Mission Electronics Inc., is a premier communications and collaboration technology firm. As a full service firm, we can design, build and manage all of your technology needs. We advise on the best technologies to help your organization transform itself, making us a partner you can trust. Our strategists, designers, engineers, programmers and integrators specialize in creating customized technology and service solutions, to help you reach your goals. MEI is proud to be certified with a number of leading technology manufacturers as well as industry leadership groups.

MEI will refresh and upgrade the audio-visual technology across various rooms in the Johnson County Blue Valley Library Branch, including Meeting Room 101 and Large Study Room (3).

Meeting Room 101

- **Audio System:**
Install a new digital audio processor.
Install a new amplifier.
Install a new wireless microphone system, including three handheld microphones and one lavalier microphone.
Install eight new in-ceiling loudspeakers.
- **Video System:**
Install a new ceiling mounted, 6200 Lumen, professional laser projector.
Replace the existing electric screen with a new 130" diagonal tensioned electric projection screen.
Provide a wall plate for HDMI connectivity to the projector.
Provide wireless presentation capabilities via a Crestron AirMedia receiver.
- **Control System:**
Install a new control system wall mounted touch panel with a new 7-inch wall for AV control of power on/off, screen up/down, source selection and volume control.

The A/V rack will be in a location to be determined.

Large Study Room

- Audio System:
Audio will be done via the speakers built into the display.
- Video System:
Install a new wall mounted professional 65" 4K display.
Provide a wall plate for HDMI connectivity to the display.
Provide wireless presentation capabilities via a Crestron AirMedia receiver.
- Control System:
Control will be done via the display's remote control.

If possible, MEI will assist in adding these rooms to the Library's current Crestron Fusion system.

Pricing is per the State of Kansas Contract for Audio & Visual Equipment, Services #: 57377

Budget does not include any applicable sales tax. The Library will be responsible for any electrical, data, and if applicable, construction requirement's.

All Shipping and Handling will be prepaid by MEI and added to your final bill.

Pricing Summary

Total Budget

\$51,829.00

Client accepts this Quote inclusive of its Scope of Work, Pricing and Payment Terms. Contractor agrees to furnish the equipment and materials listed and perform the work in an expedient, workmanlike and professional manner.

Johnson County Library

Mission Electronics, Inc.

Accepted by

Date

Mission Electronics, Inc.

Date



Gardner Branch Technology Refresh Updated 7.16.26

7/16/2026

This Agreement is between

Johnson County Library

and

Mission Electronics, Inc.

11450 W. 79th Street
Lenexa, KS 66214 US
(913) 894-8480
<http://www.missionelectronics.com>

Scope Of Work

Mission Electronics Inc., is a premier communications and collaboration technology firm. As a full service firm, we can design, build and manage all of your technology needs. We advise on the best technologies to help your organization transform itself, making us a partner you can trust. Our strategists, designers, engineers, programmers and integrators specialize in creating customized technology and service solutions, to help you reach your goals. MEI is proud to be certified with a number of leading technology manufacturers as well as industry leadership groups.

MEI will refresh and upgrade the audio-visual technology across various rooms in the Johnson County Gardner Library Branch, including Meeting Room 117 and Study Rooms 105 & 106.

Meeting Room 117

- **Audio System:**
Install a new digital audio processor.
Install a new amplifier.
Install a new wireless microphone system, including three handheld microphones and one lavalier microphone.
Install eight new in-ceiling loudspeakers.
- **Video System:**
Install a new ceiling mounted, 6200 Lumen, professional laser projector.
Replace the existing electric screen with a new 130" diagonal tensioned electric projection screen.
Provide a wall plate for HDMI connectivity to the projector.
Provide wireless presentation capabilities via a Crestron AirMedia receiver.
- **Control System:**
Install a new control system and wall mounted 7-inch touch panel for AV control of power on/off, screen up/down, source selection and volume control.

The A/V rack will be in a location and in a finish to be determined.

Study Rooms 105 & 106

- Audio System:
Audio will be done via the speakers built into the display.
- Video System Installation for Each Room
Install a new wall mounted professional 65" 4K display.
Provide a wall plate for HDMI connectivity to the display.
Provide wireless presentation capabilities via a Crestron AirMedia receiver.
- Control System:
Control will be done via the display's remote control.

If possible, MEI will assist in adding these rooms to the Library's current Crestron Fusion system.

Pricing is per the State of Kansas Contract for Audio & Visual Equipment, Services #: 57377

Budget does not include any applicable sales tax. The Library will be responsible for any electrical, data, and if applicable, construction requirement's.

All Shipping and Handling will be prepaid by MEI and added to your final bill.

Pricing Summary

Total Budget

\$54,979.00

Client accepts this Quote inclusive of its Scope of Work, Pricing and Payment Terms. Contractor agrees to furnish the equipment and materials listed and perform the work in an expedient, workmanlike and professional manner.

Johnson County Library

Mission Electronics, Inc.

Accepted by

Date

Mission Electronics, Inc.

Date



Leawood Branch Technology Refresh Updated

7.16.26

7/16/2026

This Agreement is between

Johnson County Library

4700 Town Center Dr
Leawood, KS 66211

and

Mission Electronics, Inc.

11450 W. 79th Street
Lenexa, KS 66214 US
(913) 894-8480
<http://www.missionelectronics.com>

Scope Of Work

Mission Electronics Inc., is a premier communications and collaboration technology firm. As a full service firm, we can design, build and manage all of your technology needs. We advise on the best technologies to help your organization transform itself, making us a partner you can trust. Our strategists, designers, engineers, programmers and integrators specialize in creating customized technology and service solutions, to help you reach your goals. MEI is proud to be certified with a number of leading technology manufacturers as well as industry leadership groups.

MEI will refresh and upgrade the audio-visual technology across various rooms in the Johnson County Leawood Pioneer Library Branch, including Program Room 114, and Study Rooms 107, 108, 115 & 116.

Program Room 114

- **Audio System:**
Install a new amplifier behind the displays and four in-ceiling speakers to provide distributed program audio through out the room.
- **Video System:**
Install a new wall mounted professional 86" 4K display.
Provide a wall plate for HDMI connectivity to the display.
Provide wireless presentation capabilities via a Crestron AirMedia receiver.
- **Control System:**
Control will be done via the display's remote control.

Study Rooms 107, 108, 115, and 116

- Audio System:
Audio will be done via the speakers built into the display.
- Video System Installation for Each Room
Install a new wall mounted professional 65" 4K display.
Provide a wall plate for HDMI connectivity to the display.
Provide wireless presentation capabilities via a Crestron AirMedia receiver.
- Control System:
Control will be done via the display's remote control.

If possible, MEI will assist in adding these rooms to the Library's current Crestron Fusion system.

Pricing is per the State of Kansas Contract for Audio & Visual Equipment, Services #: 57377

Budget does not include any applicable sales tax. The Library will be responsible for any electrical, data, and if applicable, construction requirement's.

All Shipping and Handling will be prepaid by MEI and added to your final bill.

Pricing Summary

Total Budget

\$29,070.00

Client accepts this Quote inclusive of its Scope of Work, Pricing and Payment Terms. Contractor agrees to furnish the equipment and materials listed and perform the work in an expedient, workmanlike and professional manner.

Johnson County Library

Mission Electronics, Inc.

Accepted by

Date

Mission Electronics, Inc.

Date