

A G E N D A
Wichita Public Library Board of Directors Meeting
Tuesday, July 18, 2023– 12:00 p.m.
Board Room
Advanced Learning Library, Second Floor
711 W 2nd, Wichita KS 67203

1. Call to Order/Introductions
2. Approval of the Agenda
3. Public Comment
4. Staff Presentation: Digital Services update, Jeff Tate and Greg Nordyke
5. Minutes of the June 20, 2023 meeting
6. Unfinished Business
7. New Business
8. Finance Committee Report

a) June 2023 Bills and Finance Reports

General Fund Bills	\$792,784.71
Grant Fund Bills	\$25,020.30
Gift & Memorial Fund Bills	\$18,269.16
Total	\$836,074.17

- b) Approval of Invoices Exceeding \$10,000 – Short Edition Renewal
- c) Semi-Annual Report of Gifts and Memorials Account
- d) Semi-Annual Report of Staff Travel
9. Operations Committee Report
10. Planning & Facilities Committee Report
11. Public Affairs Committee Report
12. Support Organization Reports
13. Director of Libraries Report
14. Announcements
15. Adjournment



Monthly Activity Report

June 2023

Service Highlights

With support from the Wichita Public Library Foundation, the library brings in children's performers each summer to engage and entertain families. The Create Young Readers team focused on performers from diverse backgrounds this summer, including performances from Little Miss Ann, Lucky Diaz and The Uncle Devin Show. We've had 370 people attend the performances thus far with positive feedback.

The Summer Reading Program is in full swing, and families are telling staff how much they enjoy the simplicity of tracking goals and collecting prizes this year. In the first month of the program, we have had 7,483 participants (1,379 pre-readers, 3,124 kids, 1,334 teens, 1,646 adults).

The Library's first "Yoga for Every Body" program was a hit with customers! Eighteen people gathered for chair yoga designed for any person, regardless of mobility concerns. This program is offered in partnership with the Greater Wichita YMCA. There will be more sessions in July and August.

June brought the first three weeks of the Wichita Journalism Collaborative's News Connect program to the Advanced Learning Library. Local journalists from various news outlets have been using the Tecnovation Room each week to interact with the public. In the last three weeks, 13 people have stopped to speak with journalists about various topics.

More than 100 ESL students from USD 259's Summer Exploration Academy visited the Evergreen Branch to learn about Library services. Most students had never been to a public library before and were excited to learn about available resources and services. Many students indicated they do not have internet at home and staff encouraged them to get a library card or utilize public computers at the branch.

The Library recently added ChiltonLibrary to its collection of online databases. Continually updated, this database offers detailed information you need to tackle preventative vehicle maintenance and repairs. Contains information on more than 18,000 vehicles from the 1940s to current year. Search by make, model, and year to find repair and maintenance information for your vehicle. You can also use the VIN search tool to discover any safety recalls for your vehicle.

Evergreen library assistant Leny Bowman successfully completed her passport training from the United States Department of State and has become a passport acceptance agent. The branch now has 5 passport agents. Passport business dropped off significantly in June, with a total of 31 applications processed during the month.

Other News

Library staff now have the option to wear pronoun buttons on their work badges to let both staff and customers know how they would like to be addressed in conversation. A customer came to the Walters Branch recently to reactivate her library card. Seeing that our staff member was wearing one of the pronoun buttons, the customer realized it was ok to ask about updating her account information to reflect her preferred name. She told Rachel it was a relief to realize the library is a safe place that welcomes the LGBTQIA+ community.

The Evergreen Community Center and Library will be the site for a four-week summer youth program put on by the International Rescue Committee (IRC). All the youth participants have been living in the United States for a year or less. Since many of these youth are expected to be unaware of how a public library works, the IRC wants to incorporate a tour of the library or a short presentation about the Wichita Public Library. Evergreen Youth Services Librarian Sara McNeil recently met with representatives from the International Rescue Committee to discuss plans for the IRC program. Each of the four weeks will be attended by a different age range, and Sara is planning different activities for each group.

Digital Services and City IT finalized the conversion from Cox to IdeaTek internet. Staff moved the Advanced Learning Library's internet to IdeaTek. The move was part of the Library's new five-year internet contract. Staff already switched branch locations. However, due to contractual obligations from construction, the ALL couldn't be converted until the end of June.

On June 28, the Library released the latest episode of Read. Return. Repeat. podcast. The episode, themed to the ReadICT category of books with an LGBTQIA+ protagonist, featured an interview with author Nghi Vo. During the interview, she discussed her most recent novel, Siren Queen, which tells the story of a Chinese American actress in an alternate Hollywood during its Golden Age, featuring monsters both real and imagined. In this novel, she explores themes of mythology, power dynamics, colorism in Hollywood and the importance of support networks in marginalized communities, and how this impacts us today just as much as it did during the time period in which the novel was set.

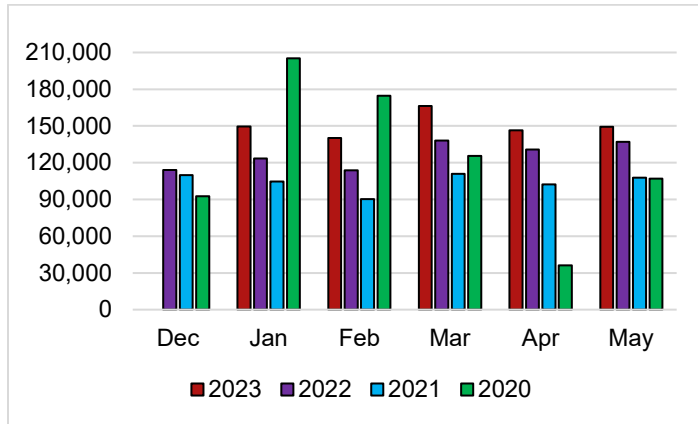
Technology training staff were busy with programming. The section taught 11 technology classes with 82 students in attendance. Staff completed 277 Book-A-Librarian appointments in June. Customers were given assistance or unemployment filing, resume posting and printing, passport applications, printing court documents, phone assistance, tax forms, and online security issues. Due to popular demand, we added a "Pop-Up Cricut" class on June 21.

The Westlink Branch completed its first month of service at its temporary location. During its first month of service, staff has:

- Registered 148 individuals for Library cards;
- Circulated 10,552 items (49% were children's, 4% were teen, and 47% were adult);
- Satisfied 4,390 holds;
- Provided 335 computer sessions;
- Distributed physical supplies for Summer Reading Program tracking to 663 children and teens; in the Library's tracking software, 1,059 children and teens registered have Westlink as their library and 170 adults do.

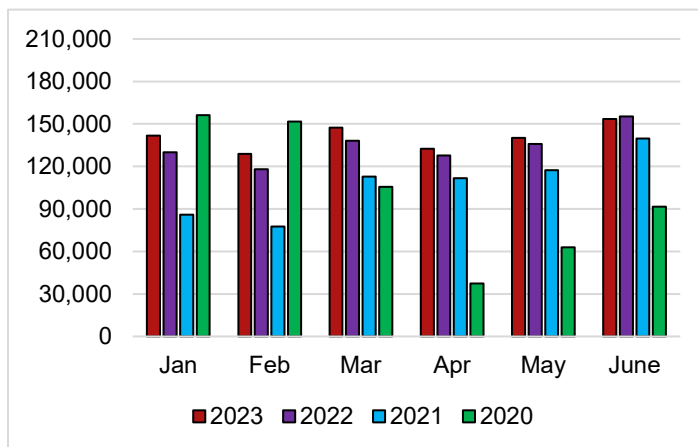
Service Dashboard

LIBRARY VISITS (door count, catalog sessions, and website visits)



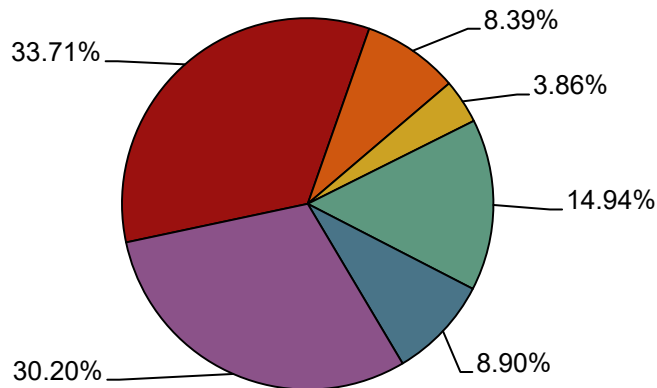
	JUNE		
	2023	2022	% change
Door Counts	56,125	60,998	-7.99%
Catalog Log-ins	36,597	36,899	-0.82%
Website Visits	65,023	53,725	21.03%
CONTENTdm Users	651	465	40.00%
Total	158,396	152,087	4.15%

CHECKOUTS



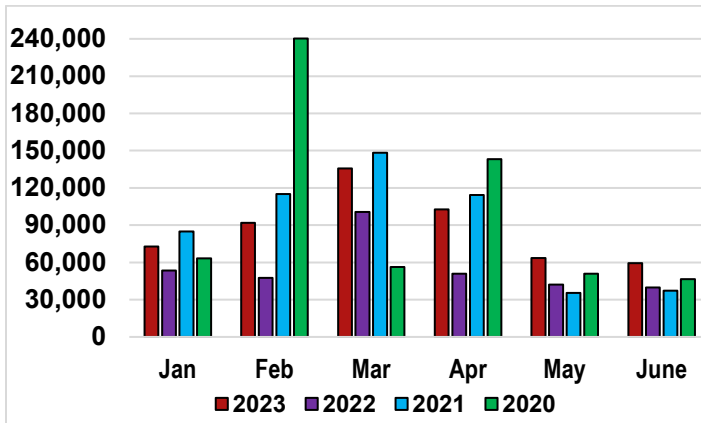
	JUNE		
	2023	2022	% change
Physical Circ	107,098	115,780	-7.50%
Virtual Circ	46,342	39,537	17.21%
WPL	38,651	31,774	21.64%
State	7,691	7,763	-0.93%
Total	153,440	155,317	-1.21%

Circulation by Location



- Advanced Learning Library
- South branches
- North branches
- East branches
- West branches
- Virtual branch

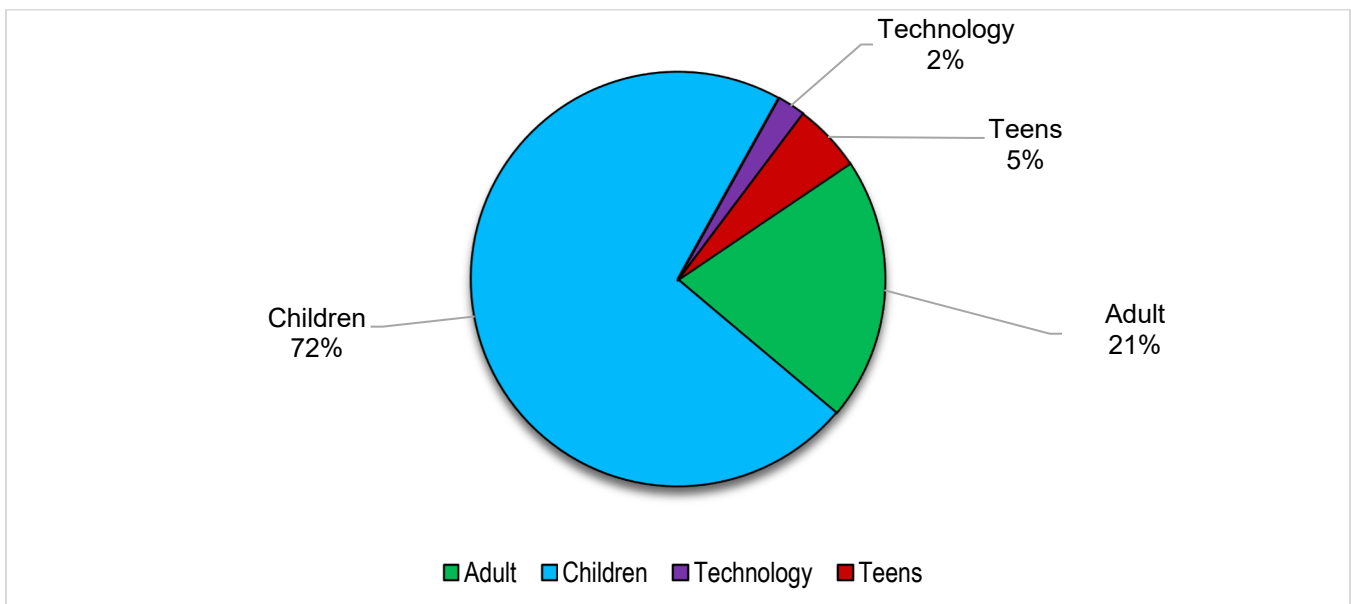
QUESTIONS ANSWERED (by staff in person/phone and through online services)



JUNE			
	2023	2022	% change
Reference Questions	7,114	6,596	7.85%
Database Searches	48,909	30,227	61.81%
Technology Assistance	3,146	2,786	12.92%
Book-A-Librarian Appointments	279	215	29.77%
Total	59,448	39,824	49.28%

Database usage for May 2023 was undercounted in the previous report. It has been corrected in this report's chart.

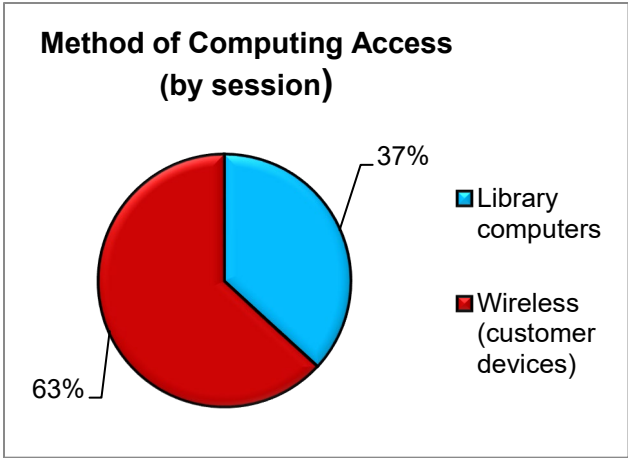
PROGRAM ATTENDANCE



JUNE ATTENDANCE

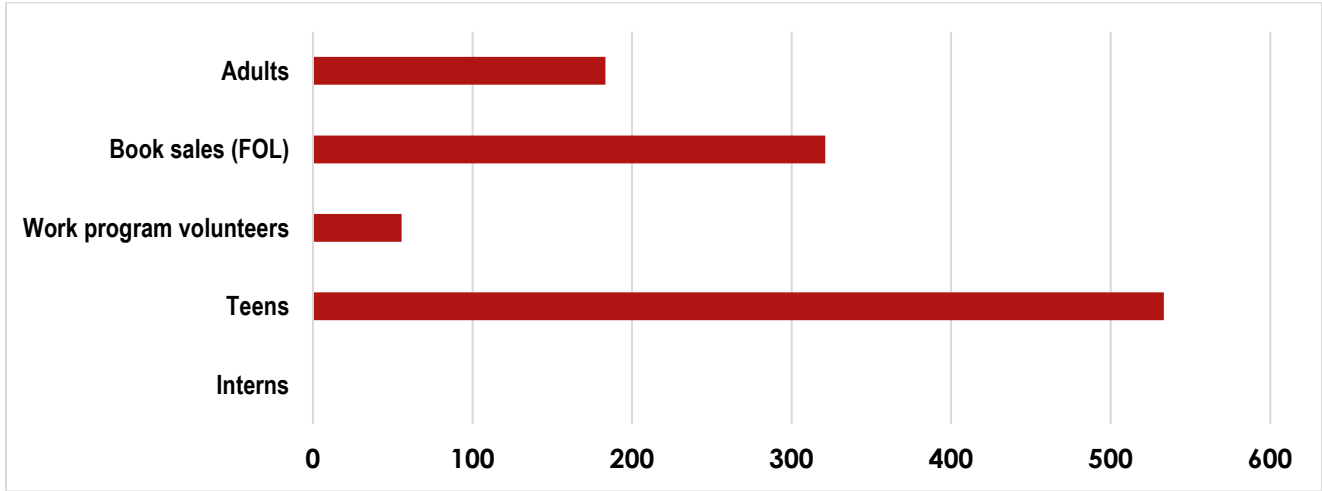
	2023	2022	% change
Adult events	771	213	261.97%
Children's events	2,693	3,042	-11.47%
Technology training	82	44	86.36%
Teen events	198	170	16.47%
TOTAL	3,744	3,469	7.93%

PUBLIC COMPUTING



	JUNE		
	2023	2022	% change
Workstation Sessions	6,760	5,676	19.10%
Wi-Fi Sessions	9,788	8,470	15.56%
Number of Users	1,452	1,207	20.30%
Hours of Access	10,770	8,631	24.78%

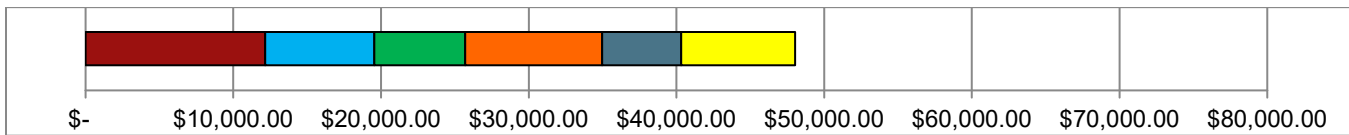
VOLUNTEERS (hours of service)



Number of volunteers YTD = 120 Hours of service YTD = 3,940

Friends of the Library volunteer data for May, which had not been received until after the previous report's publishing deadline, is included in this report's YTD counts.

MATERIALS DONATIONS (value if purchased)



Year to date total = \$48,024.53 Items added to Library collections YTD = 2,576

Service Snapshot: Recent Raving Fans Stories

Zach Vilaythong received high praise for his work with a customer: “My name is Colton and I just wanted to say Zachary Vilaythong went above and beyond to help me with a problem when he did not have to. A few weekends ago, I called the Advanced Learning Branch with a goal that I had no idea how to achieve. Fortunately for me, Zach picked up and repeatedly went out of his way to make sure I was taken care of. Each time there was a problem Zach was ready to take care of it. Although this email is starting to sound like a Zach fan club, I am really appreciative of how unselfish he was with his time and would like to make sure he is recognized for his good work.”

Walters Branch has a young customer who has been coming in this summer, and who has made it his own little personal goal to check out every one of the STEAM To-Go Kits. Staff has also helped this young customer get familiar with the microscope, binoculars, the FINCH Robot, and assisted his family with the laptop and hotspots (one of the last ones to check them out when they were together). He has become well known amongst the workers at Walters, as his enthusiasm is a lot of fun to watch and encourage.

Stacks Manager Samantha created a Raving Fan with Chris: “I would like to say thank you to Sam for excellent, above-and-beyond, customer service yesterday. She has helped me before and is always pleasant and helpful. However, yesterday there was an issue with a video series I have had on request for the last 3-4 months. It finally appeared to be in, however, the title had been entered into the catalog incorrectly (listed as "complete series" but was actually divided into 3 separate volumes). From the disparity between my hold request and the catalog listing, Sam realized that something was wrong and proactively started investigating (without me asking her to). It took a good 20 minutes, including a couple of walks to other areas of the library, to figure everything out. She was not only cheerful about pursuing this, but truly wanted to figure out what was going on and to find the best possible solution for me. I really appreciate her help and hope she receives the recognition she deserves as a top performer in your organization. Thank you.”

On a busy Tuesday afternoon, a customer at the Rockwell Branch Library brought a stack of pages they found left in the printer to the front desk. Youth Services Librarian Katrina was able to track down the previous customer from the printer queue and called them to let them know they had left behind a significant portion of their prints. The customer, who had been about to head for a different Library to print their missing pages, was very glad to know this and swiftly came back in to pick them up. Katrina also helped them review the list of 16 print jobs they had sent at their earlier visit (69 total pages) to check for any others that they did not have in their stack. They found two sets of pages still missing, which Katrina was able to immediately reprint, ensuring that the customer left with all of their needed paperwork.

The Walters Branch had a customer come in June who was overflowing with joy. He is a customer that has been coming in for the last year and a half, who wanted to express his gratitude and inform the staff, that with their help, he is finally able to graduate the online course he has been going through, and able to make the walk and acquire his diploma. He was extremely happy, even made a big deal about wanting to shake Library Assistant Bret Harvey's hand.

WICHITA PUBLIC LIBRARY

Minutes of a Meeting of the Library Board of Directors
June 20, 2023.

The hybrid meeting of the Library Board of Directors was held on Tuesday, June 20, 2023 at the Advanced Learning Library with the following present in person: Ms. Lauren Hirsh, Mr. Kevin McWhorter, Ms. Shelby Petersen, Ms. Ericka Sauer, Mr. Chuck Schmidt, and Mr. Jonathan Winkler. The following attended virtually: Ms. Abi Boatman, Ms. Donna Douglas, Ms. TaDonne Neal, and Dr. Maaskelah Thomas.

Call to Order

Kevin McWhorter called the meeting to order at 12:00 p.m., a quorum being present.

Approval of the Agenda

Chuck Schmidt moved (Petersen) to approve the agenda as published. **Motion carried unanimously.**

Public Comment

None

Staff Presentation

Education and Engagement Manager Savannah Ball presented information on enhancements to the support the Library provides to families and young readers.

Summer badge books will be incorporated in the summer reading program to simplify, streamline, and enact a strategy of encouraging reading while school is not in session and helping students develop the habit of reading for pleasure. These books include stickers for various reading milestones and pointers for activities that help build early learning foundations.

The Library has recently joined the Family Place Libraries, an initiative that includes a network of over 500 libraries in 32 states and involves augmenting existing services and collections as well as extending the role of the children's librarian in work with parents and caregivers. It emphasizes the importance of the Library working with other family-serving agencies and professionals in designing services and programs that help reach diverse families within the community.

Family Place has several core components:

- Collections for children beginning at birth, including board and picture books, puzzles, puppets, blocks, and other open ended toys, along with a parents' collection of books, brochures, magazines, and DVDs
- Hands-on public space for families and children within the children's area that includes early learning materials as well as the parents' collection, thus creating a one-stop

- destination for parents and children
- The Parent-Child Workshop, a signature program of Family Place that incorporates all the core elements in one program

The Parent-Child Workshops are librarian-facilitated five-week series that encourage parents to get down on the floor and play with their children. They draw on services from community resource professionals who answer questions and talk together with parents as play progresses.

Interactive early childhood spaces will be established at the Advanced Learning Library and Alford branch during the fall of 2023, the Westlink branch in 2024, and all other branches as remodels occur.

An Anji Play outdoor space will be developed at the Westlink branch. These interactive areas provide opportunities for children to reflect on their play through play stories and for adults to help them do so through play sharing. The tactile items used are minimally-structured and open-ended by design: they include blocks, planks, ladders, etc. The goal is to create opportunities for extensive, uninterrupted, and unguided true play.

Abi Boatman arrived.

Approval of Minutes

Minutes of the regular meeting held on May 13, 2023 were presented. Maaskelah Thomas moved (Neal) to approve the minutes as included in board packets. **Motion carried unanimously.**

Unfinished Business

Director Nix reported that Library leadership is in workshops with the City Manager and continues to develop options for filling the potential shortfalls in the 2025 budget.

New Business

None

Finance Committee Report

On behalf of the Finance Committee, Chuck Schmidt moved to approve the May finance report and supplemental bills in the following amounts: General Fund bills of \$858,877.44; Grant Fund Bills of \$20,767.29; and Gift and Memorial Fund bills of \$21,773.37, for a total of \$901,418.10. **Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to approve the McNaughton invoice in the amount of \$22,380.00 for an additional 1,200 credits worth of leased materials as recommended by staff. **Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to renew the OCLC Cataloging and Metadata and WorldShare Interlibrary Loan annual subscription in the amount of

\$72,884.06 as recommended by staff. This invoice exceeded the \$10,000 threshold for Board approval as a consequence of OCLC's recent switch from monthly to annual billing. **Motion carried unanimously.**

On behalf of the Finance Committee, Chuck Schmidt moved to approve the subscription to Reference Solutions in the amount of \$12,500.00 as recommended by staff. **Motion carried unanimously.**

Operations Committee Report

There was not a quorum.

Planning & Facilities Committee Report

There was not a quorum.

Public Affairs Committee Report

Erika Sauer reported that the committee discussed the book bus, story walks, and the Viewpoint series from PBS that will be released in either July or August. The committee asks that each Board member speak with five area organizations or businesses about installing a WPL library card window cling at their locations.

Special Committee Reports

Friends of the Library – No report.

Library Foundation - Director Nix reported on the status of the Foundation's applications: Fidelity for funding for the electric bookmobile as well as charging stations at each branch (submitted); Cultural Arts grant (also submitted); and community service tax credit (completed). Rebranding and work is being done on the Foundation website. The Foundation continues to work on governance arrangements, including reaffirming board roles and recruiting new members, including a president.

Wichita Genealogical Society (WGS) – No report

Director of Libraries Report

Director Nix reported that discussions are being held concerning the proposed 2024 program options, which include abolition of ILL fees, an increase in hours at Angelou, and provision of two new professional positions at Walters and Angelou. There will be more issues to work through in the upcoming months. The Library has purchased over 4500 historical Wichita photograph negatives from local photographer Arthur Kenyon. Additional ARPA funds are being distributed for upcoming capital improvement projects, which will increase the branch renovation budgets if approved by the City Council.

Announcements

None

Adjournment

The meeting was adjourned at 12:50 p.m.

The next regularly scheduled meeting will be July 18, 2023.

Respectfully submitted,

Jaime Nix

DRAFT

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Finance Committee Agenda
Tuesday, July 18 2023, 11:30am
Collaboration Room 204
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Review of June Bills and Finance Reports
 - Revenue Report
 - Grant Fund Summary Report
 - Report of Expenditures

General Fund Bills	\$792,784.71
Grant Fund Bills	\$25,020.30
Gift & Memorial Fund Bills	\$18,269.16
Total	\$836,074.17

3. Approval of Invoices Exceeding \$10,000 – Short Edition
4. Semi-Annual Report of Gifts and Memorials Account
5. Semi-Annual Report of Staff Travel
6. Other items from Committee Members
7. Adjournment

To attend virtually:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Wichita Public Library Board of Directors

Finance Committee Meeting

June 20, 2023

Present: Members Chuck Schmidt and Kevin McWhorter, Collection Development Division Manager Sarah Kittrell

Chuck Schmidt called the meeting to order at 11:40 a.m.

Members Schmidt and McWhorter discussed the year being 42% complete but the Library having spent 46% of its annual budget. Mr. Schmidt indicated Director Nix had explained reasons for how it would all balance out as the year progressed.

McWhorter (Schmidt) moved to recommend the approval of the May 2023 bills in the amount of \$901,418.10. The motion carried.

Schmidt (McWhorter) moved to recommend the approval of the invoice for the McNaughton renewal in the amount of \$22,380.00. The motion carried

Schmidt (McWhorter) moved to recommend the approval of the invoice for the OCLC renewal in the amount of \$72,884.06. The motion carried.

Schmidt (McWhorter) moved to recommend the approval of the Reference Solutions invoice in the amount of \$12,500.00. The motion carried.

The meeting adjourned at 11:44 a.m.

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THE CITY OF WICHITA
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FOR 2023 06

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10000080 Wichita Public Library								
422110	Library Desk Receipts (Fines)	0	0	-50,295.44	-8,279.71	.00	50,295.44	100.0%
422111	Library Desk - Faxes	-9,000	-9,000	-5,576.00	-987.00	.00	-3,424.00	62.0%
422112	Library Desk - Passports	-20,000	-20,000	-21,035.00	-2,030.00	.00	1,035.00	105.2%
423030	Meeting Room Rentals	-28,000	-28,000	-8,400.00	-1,030.00	.00	-19,600.00	30.0%
424011	Copy Charges	-10,000	-10,000	-7,174.20	-1,079.05	.00	-2,825.80	71.7%
424101	Public Computing Charges	-12,000	-12,000	-10,240.80	-1,814.60	.00	-1,759.20	85.3%
429990	Other Operating Revenue	0	0	53.95	.00	.00	-53.95	100.0%
646981	State Setoff Collections	-70,000	-70,000	-32,468.87	-2,785.48	.00	-37,531.13	46.4%
TOTAL Wichita Public Library		-149,000	-149,000	-135,136.36	-18,005.84	.00	-13,863.64	90.7%
TOTAL General Fund		-149,000	-149,000	-135,136.36	-18,005.84	.00	-13,863.64	90.7%

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THE CITY OF WICHITA
YTD

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FOR 2023 06

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	-149,000	-149,000	-135,136.36	-18,005.84	.00	-13,863.64	90.7%

** END OF REPORT - Generated by Tammy Penland **

REPORT OPTIONS

Sequence 1	Field # 1	Total Y	Page Break Y	Year/Period: 2023/ 6
Sequence 2	9	Y	N	Print revenue as credit: Y
Sequence 3	11	Y	N	Print totals only: Y
Sequence 4	0	N	N	Suppress zero bal accts: Y
				Print full GL account: N
				Double space: N
Report title:				Roll projects to object: N
YTD				
				Carry forward code: 1
Print Full or Short description: F				Print journal detail: Y
Print MTD Version: Y				From Yr/Per: 2020/ 1
Print Revenues-Version headings: N				To Yr/Per: 2020/ 1
Format type: 1				Include budget entries: Y
Print revenue budgets as zero: N				Incl encumb/liq entries: Y
Include Fund Balance: N				Sort by JE # or PO #: J
Include requisition amount: N				Detail format option: 1
Multiyear view: D				

Find Criteria	
Field Name	Field Value
Org	10000080
Object	
Project	
Rollup code	
Account type	Revenue
Account status	

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THE CITY OF WICHITA
YTD

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FOR 2023 06

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10000080 Wichita Public Library								
511000	Base Compensation	5,506,305	5,506,305	2,830,164.30	435,252.22	.00	2,676,140.70	51.4%
511950	Year-End Payroll Accrual	0	0	-144,136.87	.00	.00	144,136.87	100.0%
511999	Planned Savings	-1,389,000	-1,389,000	.00	.00	.00	-1,389,000.00	.0%
512000	Special Compensation	1,800	1,800	11,619.45	572.12	.00	-9,819.45	645.5%
512051	Mileage Reimbursement	0	0	960.30	232.51	.00	-960.30	100.0%
513000	Overtime Compensation	0	0	2,471.41	259.85	.00	-2,471.41	100.0%
518200	Employer Wage Taxes & WC	483,529	483,529	235,641.17	36,647.10	.00	247,887.83	48.7%
518300	Employer Share EE Insurance	1,060,907	1,060,907	477,121.28	39,988.86	.00	583,785.72	45.0%
518400	Employer Share Pension/Retire	586,023	586,023	292,750.32	44,902.81	.00	293,272.68	50.0%
521011	Electricity - EDI	305,438	305,438	108,707.88	18,478.62	.00	196,730.12	35.6%
521021	Natural Gas - EDI	41,824	41,824	61,895.09	3,991.99	.00	-20,071.09	148.0%
521030	Water Service	12,738	12,738	8,537.05	1,288.77	.00	4,200.95	67.0%
521050	Trash Service	5,404	5,404	1,246.41	.00	.00	4,157.59	23.1%
521055	Trash Service - EDI	0	0	1,669.69	678.97	.00	-1,669.69	100.0%
521060	Local Telephone Service	16,000	16,000	2,611.30	451.65	.00	13,388.70	16.3%
522010	PBX Line Charges	11,172	11,172	6,122.12	1,026.00	.00	5,049.88	54.8%
522020	PBX Instrument Charges	18,915	18,915	9,975.00	1,662.50	.00	8,940.00	52.7%
522040	Long Distance & Teleconferenc	2,000	2,000	192.85	33.90	.00	1,807.15	9.6%
522060	Air Cards (Mobile Connect)	0	0	89.83	35.00	.00	-89.83	100.0%
522070	Voicemail	3,912	3,912	2,023.90	340.00	.00	1,888.10	51.7%
522080	Automatic Call Distribution	786	786	393.00	65.50	.00	393.00	50.0%
522990	Other Communications Charges	0	0	1,690.00	.00	.00	-1,690.00	100.0%
523010	Building & Contents Insurance	91,619	91,619	45,809.50	22,904.75	.00	45,809.50	50.0%
523020	Vehicle Liability Premiums	870	870	435.00	217.50	.00	435.00	50.0%
524010	Recruitment & Hiring	3,140	3,140	.00	.00	.00	3,140.00	.0%
524020	Employee Travel & Training	1,600	1,600	2,918.17	.00	.00	-1,318.17	182.4%
525013	Drug Screening	0	0	2,167.00	300.00	.00	-2,167.00	100.0%
525070	Background Checks	0	0	416.00	32.00	.00	-416.00	100.0%
525080	Service Contractors	0	0	591.25	591.25	.00	-591.25	100.0%
525083	Textile Rental & Laundry Svcs	2,925	2,925	732.06	158.58	.00	2,192.94	25.0%
525990	Other Professional Services	22,970	22,970	10,497.25	3,111.15	.00	12,472.75	45.7%
526010	Motor Pool Scheduled Charges	3,720	3,720	1,860.00	310.00	.00	1,860.00	50.0%
526020	Building Repair & Maint	7,240	7,240	92.50	.00	.00	7,147.50	1.3%
526042	Pest Control Services	13,000	13,000	3,861.40	864.28	.00	9,138.60	29.7%
526044	Bldg Security & Fire Services	0	0	590.00	.00	.00	-590.00	100.0%
526070	Equipment Repair & Maint	5,421	5,421	5,251.57	.00	.00	169.43	96.9%
526092	Rent-Real Property	52,060	52,060	28,617.68	4,088.24	.00	23,442.32	55.0%
529010	Bank Charges	5,000	5,000	2,176.43	378.31	.00	2,823.57	43.5%
529020	Postage	4,000	4,000	2,623.80	815.60	.00	1,376.20	65.6%
529030	Shipping & Freight	0	0	25.00	.00	.00	-25.00	100.0%

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THE CITY OF WICHITA
YTD

P 2
glytdbud

FOR 2023 06

JOURNAL DETAIL 2020 1 TO 2020 1

ACCOUNTS FOR: 100	General Fund	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
529040	Subscriptions	0	0	9,876.68	.00	.00	-9,876.68	100.0%
529061	Organizational Memberships	10,960	10,960	10,500.00	.00	.00	460.00	95.8%
529070	Printing & Copying	23,472	23,472	20,866.44	1,595.40	.00	2,605.56	88.9%
529141	Software License & Maint Fees	550	550	47,928.51	.00	.00	-47,378.51	8714.3%
529150	Data Center Charges	1,148,795	1,148,795	570,727.08	95,121.18	.00	578,067.92	49.7%
529990	Other Contractuals	92,583	109,111	31,993.70	6,370.83	16,528.00	60,589.30	44.5%
531010	Computing Supplies	900	900	.00	.00	.00	900.00	.0%
531020	Office Supplies	48,575	48,575	23,862.62	5,845.32	.00	24,712.38	49.1%
531030	Custodial Supplies	6,000	6,000	2,217.64	658.46	.00	3,782.36	37.0%
532020	Automotive Parts & Supplies	450	450	241.41	11.94	.00	208.59	53.6%
539012	Gasoline	4,134	4,134	1,670.24	414.15	.00	2,463.76	40.4%
549010	Furniture & Fixtures <\$5k	9,990	9,990	.00	.00	.00	9,990.00	.0%
549020	Data Processing Equip <\$5k	9,665	9,665	1,016.72	.00	.00	8,648.28	10.5%
549030	Communication Equip <\$5k	0	0	346.50	286.52	.00	-346.50	100.0%
549110	Library Materials	982,530	1,029,816	331,143.62	62,800.88	556.61	698,115.93	32.2%
TOTAL Wichita Public Library		9,219,922	9,283,736	5,072,801.25	792,784.71	17,084.61	4,193,850.30	54.8%
TOTAL General Fund		9,219,922	9,283,736	5,072,801.25	792,784.71	17,084.61	4,193,850.30	54.8%

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THE CITY OF WICHITA
YTD

P 3
glytdbud

FOR 2023 06

JOURNAL DETAIL 2020 1 TO 2020 1

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	9,219,922	9,283,736	5,072,801.25	792,784.71	17,084.61	4,193,850.30	54.8%

** END OF REPORT - Generated by Tammy Penland **

REPORT OPTIONS

Sequence 1	Field # 1	Total Y	Page Break Y	Year/Period: 2023/ 6
Sequence 2	9	Y	N	Print revenue as credit: Y
Sequence 3	11	Y	N	Print totals only: Y
Sequence 4	0	N	N	Suppress zero bal accts: Y
				Print full GL account: N
				Double space: N
Report title:				Roll projects to object: N
YTD				
				Carry forward code: 1
Print Full or Short description: F				Print journal detail: Y
Print MTD Version: Y				From Yr/Per: 2020/ 1
Print Revenues-Version headings: N				To Yr/Per: 2020/ 1
Format type: 1				Include budget entries: Y
Print revenue budgets as zero: N				Incl encumb/liq entries: Y
Include Fund Balance: N				Sort by JE # or PO #: J
Include requisition amount: N				Detail format option: 1
Multiyear view: D				

Find Criteria	
Field Name	Field Value
Org	10000080
Object	
Project	
Rollup code	
Account type	Expense
Account status	

**Grant Fund Summary Report
June 2023**

Grant	6/1/2023	Revenue Received	Admin Charges	Contractuals	Materials	Supplies & Petty Cash	Equipment	Total Expenditures	Encumbrances	Remaining Balance 6/30/23
SCKLS 2022	\$ 10,494.31	\$ -	\$ -	\$ 1,916.29	\$ -	\$ -	\$ -	\$ 1,916.29	\$ -	\$ 8,578.02
SCKLS 2023	\$ 239,266.00	\$ -	\$ -	\$ 14,965.01	\$ -	\$ -	\$ -	\$ 14,965.01	\$ -	\$ 224,300.99
SA 2023	\$ 98,040.65	\$ -	\$ -	\$ 6,000.00	\$ 217.36	\$ -	\$ 1,921.64	\$ 8,139.00	\$ -	\$ 89,901.65
Totals	\$ 347,800.96	\$ -	\$ -	\$ 22,881.30	\$ 217.36	\$ -	\$ 1,921.64	\$ 25,020.30	\$ -	\$ 322,780.66

Wichita Public Library General Fund Bills

June 2023

Org: 1000080

10001 - Library - Personnel

1B - Base Compensation

511000 Base Compensation

Payroll, PP05.26.23	\$696.86
Payroll, PP06.09.23	\$218,270.17
Payroll, PP06.23.23	\$216,285.19

Total 511000 Base Compensation	\$435,252.22
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Total 1B - Base Compensation	\$435,252.22
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1F - Special Compensation

512000 Special Compensation

Payroll, PP06.09.23	\$286.06
Payroll, PP06.23.23	\$286.06

Total 512000 Special Compensation	\$572.12
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512051 Mileage Reimbursement

Payroll, 5837	\$7.60
Payroll, 6050	\$40.99
Payroll, 6189	\$90.32
Payroll, 6447	\$93.60

Total 512051 Mileage Reimbursement	\$232.51
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Total 1F - Special Compensation	\$804.63
---------------------------------	----------

1J - OT Compensation

513000 Overtime Compensation

Payroll, PP06.23.23	\$259.85
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Total 513000 Overtime Compensation	\$259.85
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Total 1J - OT Compensation	\$259.85
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1N - Employee Benefits

518200 Employer Wage Taxes & WC

Payroll, PP05.26.23	\$60.28
Payroll, PP06.09.23	\$18,037.26
Payroll, PP06.23.23	\$18,549.56

Total 518200 Employer Wage Taxes & WC	\$36,647.10
---------------------------------------	-------------

518300 Employer Share EE Insurance

Payroll, PP06.09.23	\$39,988.86
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Total 518300 Employer Share EE Insurance	\$39,988.86
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Wichita Public Library General Fund Bills

June 2023

518400 Employer Share Pension/Retire

Payroll, PP06.09.23 \$22,557.24

Payroll, PP06.23.23 \$22,345.57

Total 518400 Employer Share Pension/Retire	\$44,902.81
--	-------------

Total 1N - Employee Benefits	\$121,538.77
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Total 10001 - Library - Personnel	\$557,855.47
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10002 - Library - Contractuals

2B - Utilities

521011 Electricity - EDI

EVERGY KANSAS CENTRAL INC \$18,478.62

Total 521011 Electricity - EDI	\$18,478.62
--------------------------------	-------------

521021 Natural Gas - EDI

BLACK HILLS UTILITY HOLDING INC \$73.60

ENCORE ENERGY SERVICES \$2,257.50

ONE GAS INC \$1,660.89

Total 521021 Natural Gas - EDI	\$3,991.99
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521030 Water Service

City of Wichita \$1,288.77

Total 521030 Water Service	\$1,288.77
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521055 Trash Service - EDI

WASTE CONNECTIONS OF KANSAS INC \$678.97

Total 521055 Trash Service - EDI	\$678.97
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Total 2B - Utilities	\$24,438.35
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2F - Technology Charges

521060 Local Telephone Service

City of Wichita \$427.00

T-MOBILE USA INC \$24.65

Total 521060 Local Telephone Service	\$451.65
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522010 PBX Line Charges

City of Wichita \$1,026.00

Total 522010 PBX Line Charges	\$1,026.00
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522020 PBX Instrument Charges

City of Wichita \$1,662.50

Total 522020 PBX Instrument Charges	\$1,662.50
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522040 Long Distance & Teleconference

City of Wichita \$33.90

Total 522040 Long Distance & Teleconference	\$33.90
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Wichita Public Library General Fund Bills

June 2023

522060 Air Cards (Mobile Connect)

City of Wichita	\$35.00
Total 522060 Air Cards (Mobile Connect)	\$35.00

522070 Voicemail

City of Wichita	\$340.00
Total 522070 Voicemail	\$340.00

522080 Automatic Call Distribution

City of Wichita	\$65.50
Total 522080 Automatic Call Distribution	\$65.50

529150 Data Center Charges

City of Wichita	\$95,121.18
Total 529150 Data Center Charges	\$95,121.18

Total 2F - Technology Charges	\$98,735.73
--------------------------------------	--------------------

2J - Insurance Premiums

523010 Building & Contents Insurance

City of Wichita	\$22,904.75
Total 523010 Building & Contents Insurance	\$22,904.75

523020 Vehicle Liability Premiums

City of Wichita	\$217.50
Total 523020 Vehicle Liability Premiums	\$217.50

Total 2J - Insurance Premiums	\$23,122.25
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2R - Professional Svcs

525013 Drug Screening

KELLY COMPLIANCE INC	\$300.00
Total 525013 Drug Screening	\$300.00

525070 Background Checks

TRUVIEW BSI LLC	\$32.00
Total 525070 Background Checks	\$32.00

525080 Service Contractors

City of Wichita	\$591.25
Total 525080 Service Contractors	\$591.25

525083 Textile Rental & Laundry Svcs

CINTAS CORPORATION	\$26.28
P-CARD ONE-TIME PAY	\$132.30
Total 525083 Textile Rental & Laundry Svcs	\$158.58

Wichita Public Library General Fund Bills

June 2023

525990 Other Professional Services

P-CARD ONE-TIME PAY	\$1,060.00
SIGN LANGUAGE INTERPRETING SERVICES	\$210.00
UNIQUE MANAGEMENT SERVICES INC	\$1,841.15

Total 525990 Other Professional Services	\$3,111.15
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Total 2R - Professional Svcs	\$4,192.98
------------------------------	------------

2V - Bldg & Equip Charges

526010 Motor Pool Scheduled Charges

City of Wichita	\$310.00
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Total 526010 Motor Pool Scheduled Charges	\$310.00
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526042 Pest Control Services

P-CARD ONE-TIME PAY	\$864.28
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Total 526042 Pest Control Services	\$864.28
------------------------------------	----------

526092 Rent-Real Property

CO CO PROPERTIES LLC	\$4,088.24
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Total 526092 Rent-Real Property	\$4,088.24
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Total 2V - Bldg & Equip Charges	\$5,262.52
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2Z - Other Contractuals

529010 Bank Charges

City of Wichita	\$378.31
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Total 529010 Bank Charges	\$378.31
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529020 Postage

P-CARD ONE-TIME PAY	\$815.60
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Total 529020 Postage	\$815.60
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529070 Printing & Copying

City of Wichita	\$1,595.40
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Total 529070 Printing & Copying	\$1,595.40
---------------------------------	------------

529990 Other Contractuals

P-CARD ONE-TIME PAY	\$6,252.83
UNDERGROUND VAULTS & STORAGE INC	\$18.00
UNIQUE MANAGEMENT SERVICES INC	\$100.00

Total 529990 Other Contractuals	\$6,370.83
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Total 2Z - Other Contractuals	\$9,160.14
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Total 10002 - Library - Contractuals	\$164,911.97
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Wichita Public Library General Fund Bills

June 2023

10003 - Library - Commodities

3B - Supplies

531020 Office Supplies

City of Wichita \$2,165.03

P-CARD ONE-TIME PAY \$3,680.29

Total 531020 Office Supplies	\$5,845.32
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531030 Custodial Supplies

P-CARD ONE-TIME PAY \$658.46

Total 531030 Custodial Supplies	\$658.46
---------------------------------	----------

Total 3B - Supplies	\$6,503.78
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3F - Components & Parts

532020 Automotive Parts & Supplies

City of Wichita \$11.94

Total 532020 Automotive Parts & Supplies	\$11.94
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Total 3F - Components & Parts	\$11.94
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3N - Fuel

539012 Gasoline

City of Wichita \$414.15

Total 539012 Gasoline	\$414.15
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Total 3N - Fuel	\$414.15
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4Z - Non-Capital Outlay

549030 Communication Equip <\$5k

P-CARD ONE-TIME PAY \$286.52

Total 549030 Communication Equip <\$5k	\$286.52
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549110 Library Materials

P-CARD ONE-TIME PAY \$62,800.88

Total 549110 Library Materials	\$62,800.88
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Total 4Z - Non-Capital Outlay	\$63,087.40
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Total 10003 - Library - Commodities	\$70,017.27
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Grand Total

\$792,784.71

Y2802 - South Central Kansas Library Sys 22

2 - Contractuals

2F - Technology Charges

521070 Internet Service

P-CARD ONE-TIME PAY \$826.70

Total 521070 Internet Service	\$826.70
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Total 2F - Technology Charges	\$826.70
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2N - Employee Development

524020 Employee Travel & Training

P-CARD ONE-TIME PAY \$1,089.59

Total 524020 Employee Travel & Training	\$1,089.59
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Total 2N - Employee Development	\$1,089.59
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Total 2 - Contractuals	\$1,916.29
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Total Y2802 - South Central Kansas Library Sys 22

\$1,916.29

Y3800 - Library State Grants-in-Aid 2023

2 - Contractuals

2R - Professional Svcs

525990 Other Professional Services

STACKMAP INC \$0.00

Total 525990 Other Professional Services \$0.00

Total 2R - Professional Svcs \$0.00

2Z - Other Contractuals

529061 Organizational Memberships

URBAN LIBRARIES COUNCIL \$6,000.00

Total 529061 Organizational Memberships \$6,000.00

Total 2Z - Other Contractuals \$6,000.00

Total 2 - Contractuals \$6,000.00

3 - Commodities

4Z - Non-Capital Outlay

549010 Furniture & Fixtures <\$5k

P-CARD ONE-TIME PAY \$1,921.64

Total 549010 Furniture & Fixtures <\$5k \$1,921.64

549110 Library Materials

P-CARD ONE-TIME PAY \$217.36

Total 549110 Library Materials \$217.36

Total 4Z - Non-Capital Outlay \$2,139.00

Total 3 - Commodities \$2,139.00

Total Y3800 - Library State Grants-in-Aid 2023

\$8,139.00

Y3801 - SCKLS 23-South Central KS Library S

2 - Contractuals

2Z - Other Contractuals

529990 Other Contractuals

INTERNATIONAL THOMPSON PUBLISHING	\$14,965.01
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Total 529990 Other Contractuals	\$14,965.01
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Total 2Z - Other Contractuals	\$14,965.01
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Total 2 - Contractuals	\$14,965.01
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Total Y3801 - SCKLS 23-South Central KS Library S	\$14,965.01
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Grand Total	\$25,020.30
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GIFT AND MEMORIAL FUND

RECEIPTS/REIMBURSEMENTS

Baird (interest)	\$1,423.54
Friends of the Library (Branch Program)	\$288.45
Local History Photos	\$10.00
Levand	\$70,000.00
Memorials	\$595.55
Staff Honorarium	\$350.00

TOTAL RECEIPTS	\$72,667.54
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EXPENDITURES

Amazon (Staff Buttons)	\$46.52
Robyn Belt (Branch Programming)*	\$1,000.01
Copp Media Services (Advertising)	\$11,988.26
Custructive Playthings (Branch Programming)*	\$61.21
Discount School Supply (Branch Programming)*	\$116.81
Flamingo Ink, LLC (Summer Reading)*	\$159.91
Flamingo Ink (Little Free Libraries)*	\$682.63
Flamingo Ink (1000 Books)*	\$403.13
Flamingo Ink (Branch Postcards)	\$489.17
Ingram Library Services (Memorials)*	\$44.94
Ingram Library Services (Materials)*	\$361.96
Kroger (Foundation)*	\$43.13
Lakeshore (Branch Programming)*	\$836.52
Meta (Advertising)	\$602.06
Otter Pro (Subscription)	\$99.99
Savannah Ball (Travel)*	\$394.60
TCV Publishing (Advertising)	\$300.00
Tillies Flowers (Staff Flower Fund)*	\$48.31
Wichita Employees' Association (Staff Riverfest Buttons for Library Booth)	\$90.00
Wichita Mom (Advertising)	\$500.00

TOTAL EXPENDITURES	\$18,269.16
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*Reimbursed expenses



INTEROFFICE MEMORANDUM

TO: Library Board of Directors
FROM: Jaime Nix, Collection Development Division Manager
SUBJECT: Request for approval of invoices over \$10,000: Short Edition Renewal
DATE: July 10, 2023

Background: Wichita Public Library purchased three short story dispensers with grant funds to promote reading in unexpected places in the community. The dispensers have visited seven locations since they were launched and went viral on social media in 2023.

Financial considerations: Wichita Public Library would like to renew the annual subscription for \$10,044.00 from grant funds.

Request for board approval: Wichita Public Library would like to request approval of the Short Edition invoice in the amount of \$10,044.00.

Attachments: 2023 Short Edition Invoice

Short Edition Inc



1251 Avenue of the Americas, C/O Pramex
International, 3rd Floor
New York, NY 10020 US

INVOICE

BILL TO

Wichita Public Library
KS United States

INVOICE # 1663

DATE 06/15/2023

DUE DATE 07/15/2023

TERMS Net 30

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Monthly subscription per Dispenser	36	167.00	6,012.00
	## 2023-06-01 2024-05-31 1223			
	## 2023-06-01 2024-05-31 1224			
	## 2023-06-01 2024-05-31 1225			
	Monthly wireless connection	36	32.00	1,152.00
	## 2023-06-01 2024-05-31 1223			
	## 2023-06-01 2024-05-31 1224			
	## 2023-06-01 2024-05-31 1225			
	Monthly dispenser maintenance	36	80.00	2,880.00
	## 2023-06-01 2024-05-31 1223			
	## 2023-06-01 2024-05-31 1224			
	## 2023-06-01 2024-05-31 1225			

For ACH payments and wire transfers, here is our bank information:

- Bank: Comerica Bank
- Bank Routing: 072000096
- Account number: 1853413522
- SWIFT code: MNBUS33
- Bank address: 411 W. Lafayette, 5th Fl
Detroit, Michigan 48226-3329

BALANCE DUE

USD 10,044.00

**Gift and Memorials Account
Report of Activity (January - June 2021)**

<u>Item</u>	<u>Disbursements</u>	<u>Receipts</u>	<u>Beginning/ Ending Balance</u>
GENERAL LEDGER STARTING BALANCE			<u>\$487,084.57</u>
110 - Levand			<u>\$67,225.70</u>
Receipts:			
Levand		\$70,000.00	
Expenditures:			
A Better Bar Service (Big Read Author Event)	(509.00)		
Amazon (Ipad Floor Stand)	(119.87)		
Amazon (Ice Vest for Mascot)	(219.94)		
Apple (Ipad)	(482.68)		
City Blue Print (Decals)	(319.71)		
Copp Media (Advertising)	(14,429.43)		
Custom Ink (Staff Shirts)	(1,728.45)		
Demco (Magazine Stand)	(2,461.90)		
Displays2Go (Magazine/Brochure/Sign Holders)	(2,658.77)		
El Perico Informador (Advertising)	(1,400.00)		
Flamingo Ink (Printing)	(1,811.91)		
Hutton (Little Libraries)	(3,709.56)		
KMUW (Advertising)	(1,220.00)		
Mailchimp (Monthly Plan)	(557.99)		
McClatchy (Advertising)	(900.00)		
Meta (Advertising)	(1,004.42)		
Music Theatre Wichita (Advertising)	(2,400.00)		
Pioneer Production Services (Community Story)	(29,400.00)		
QuikPrint (Printing)	(2,641.58)		
Star Lumber (Little Libraries)	(74.23)		
Sweet Allie B's (Big Read Author Event)	(1,685.60)		
TCV Publishing (Advertising)	(1,200.00)		
Volgistics (Volunteer Software)	(480.00)		
Wichita Mom (Advertising)	(3,000.00)		
Ending Balance:			<u>\$62,810.66</u>
120 - Derby Public Library (Academy Awards 2023)			<u>\$0.00</u>
Receipts:			
Derby Public Library		\$500.00	
			<u>\$500.00</u>
130 - Local History Photos			<u>\$80.77</u>

Gift and Memorials Account
Report of Activity (January - June 2021)

Receipts:

Customer Photo Payments	\$215.00	
		\$295.77

140 - E-Books **\$0.10**

Expenditures:

Transfer to 340	(0.10)	
		\$0.00

150 - Technology Fund **\$63,546.82**

Expenditures:

Amazon (Camera Battery/Charger/Cables)	(34.98)	
Cox Business (E-Rate Overpayment)	(11,229.72)	
Everyone.net	(133.00)	
GoPro (Annual Subscription)	(49.99)	
Koamtac (Battery)	(25.00)	
Otter Pro (Subscription)	(99.99)	
		\$51,974.14

150.1 3D Printing **\$1,174.44**

Receipts:

Revenue from Patrons	\$33.86	
Expenditures:		
Amazon (Supplies)	(380.22)	
Ebay (Supplies)	(16.49)	
Hatchbox (Supplies)	(49.98)	
Prusa Research (Printer)	(532.97)	
		\$228.64

160 - SCKLS Facilities Improvement Fund **\$198,345.68**

Expenditures:

Demco (Westlink Booktruck)	(546.87)	
FastSigns (Westlink Art Setup/Window Vinyl)	(3,018.61)	
		\$194,780.20

210 - Staff Association Fund **\$11,466.38**

Receipts:

Friends Monthly Donations	\$4,177.37	
Premier Food Service	\$186.74	
SCKLS	\$22.55	
Special Collections Donation	\$20.00	
Staff Honorarium	\$485.00	

Expenditures:

Gift and Memorials Account
Report of Activity (January - June 2021)

Amazon (Library Week)	(143.70)	
Amazon (Staff Pronoun Buttons)	(46.52)	
Charter Funerals (Staff Flowers)	(167.07)	
Lee Reed Engraving (Service Awards)	(389.37)	
Staff Reimbursement (Library Week)	(491.64)	
Staff Riverfest Buttons (Booth)	(90.00)	
Ending Balance:		\$15,029.74

220 - Employee Training **\$4,751.99**

Receipts:		
Wichita Community Foundation (Staff Travel Stipend)		\$2,000.00
Expenditures:		
Evenbrite (Staff Travel)	(75.00)	
Expedia (Staff Travel)	(654.40)	
Staff Travel Reimbursement(Per Diem/Uber)	(394.60)	
Ending Balance:		\$5,627.99

240 - Staff Flower Fund **\$291.38**

Receipts:		
Staff Donations		\$1,168.69
Expenditures:		
Tillies (Plant - Family Death/Balloons - Employee Illness)	(378.97)	
Ending Balance:		\$1,081.10

310 - SCKLS Summer Reading Grant **\$100.00**

\$100.00

320 - WGS **\$8,002.08**

Expenditures:		
BTCO (Photograph Conversion)	(7,644.92)	
Ending Balance:		\$357.16

330 - Friends of the Library **\$9,019.98**

Receipts:		
Transferred from 330.2		\$1,006.81
Expenditures:		
Copp Media (Advertising)	(5,758.83)	
Meta (Advertising)	(602.06)	
Ending Balance:		\$3,665.90

330.1 Big Read (Friends) **\$1,597.82**

Ending Balance: **\$1,597.82**

Gift and Memorials Account
Report of Activity (January - June 2021)

330.2 - SR Wed (Friends)	\$1,006.81
Expenditures:	
Transferred to 330	(1,006.81)
Ending Balance:	\$0.00
330.3 - 1000Books (Friends)	\$300.00
Expenditures:	
Flamingo Ink (Printing)	(403.13)
Office Depot (Pocket Folders)	(195.97)
Ending Balance:	(\$299.10)
330.4 - Branch Programming (Friends)	\$0.00
Receipts:	
Friends of the Library	\$1,644.83
Expenditures:	
Amazon	(1,065.34)
Breakout EDU	(213.93)
Constructive Playthings	(61.21)
Discount School Supply	(116.81)
Kroger	(110.53)
Lakeshore	(836.52)
Nintendo	(64.49)
Staff Reimbursements	(123.34)
Ending Balance:	(\$947.34)
330.5 - Summer Reading (Friends)	\$0.00
Receipts:	
Friends of the Library	\$3,069.20
Expenditures:	
Flamingo Ink (Guides/Coupons)	(3,069.20)
Ending Balance:	\$0.00
340 - Miscellaneous Fund	\$108,828.11
Receipts:	
Amazon (refund)	\$60.47
Baird (Interest)	\$11,877.64
Transfer from 140	\$0.10
Wichita Public Library Foundation (Reimb for Kroger/Hobby Lobby)	\$149.36
Expenditures:	
ALA Store (Library Signage)	(63.46)
Amazon (Lock Box/Keyboard/Mouse)	(98.94)
Displays2Go (Magazine Stand)	(231.56)
Flamingo Ink (Printing)	(671.80)
Hobby Lobby (To be Reimb by WPLF)	(52.23)
Kroger (To be reimb by WPLF)	(140.26)
Picasso's Pizza (Staff Pizza Party)	(752.08)

**Gift and Memorials Account
Report of Activity (January - June 2021)**

QuikPrint	(228.87)	
Red Door Three (Fabric Display Kit)	(2,198.15)	
Scholastic (Materials)	(76.56)	
Scott Rice (Task Chairs)	(2,280.00)	
SnapLock (Children's Pavillion Projector Flooring)	(1,040.17)	
TCV Publishing (Advertising)	(150.00)	
The Popcorner East (Board Gifts)	(209.58)	
Staff Reimbursement (Community Engagement)	(241.02)	
Staff Reimbursement (Library Board Gifts)	(376.44)	
Ending Balance:		\$112,104.56

350 - Free Little Libraries		\$500.00
Expenditures:		
Flamingo Ink (Printing)	(500.00)	
Ending Balance:		\$0.00

355- FOL Holds		\$6,302.00
Expenditures:		
Ingram Library Services	(361.96)	
Ending Balance:		\$5,940.04

Memorials (500-517)		\$4,544.51
Receipts:		
Miscellaneous Donors		\$1,848.75
Expenditures:		
Amazon	(66.00)	
Ingram	(2,921.35)	
Midwest Tape	(30.97)	
Ending Balance:		\$3,374.94

Balances:	January 1, 2023	June 30, 2023
Levand (110)	\$67,225.70	\$62,810.66
Derby Public Library (120)	\$0.00	\$500.00
LH Photos (130)	\$80.77	\$295.77
E-Books (140)	\$0.10	\$0.00
Technology Fund (150)	\$63,546.82	\$51,974.14
3D Printing (151.1)	\$1,174.44	\$228.64
SCKLS Facilities Improvement Fund (160)	\$198,345.68	\$194,780.20
Staff Association Fund (210)	\$11,466.38	\$15,029.74
Employee Training (220)	\$4,751.99	\$5,627.99
Staff Flower Fund (240)	\$291.38	\$1,081.10

**Gift and Memorials Account
Report of Activity (January - June 2021)**

SCKLS Summer Reading Grant (310)	\$100.00	\$100.00
WGS (320)	\$8,002.08	\$357.16
Friends of the Library (330)	\$9,019.98	\$3,665.90
Big Read (Friends) (330.1)	\$1,597.82	\$1,597.82
SR Wed (Friends) (330.2)	\$1,006.81	\$0.00
1000Books (Friends) (330.3)	\$300.00	(\$299.10)
Branch Programming (Friends) (330.4)	\$0.00	(\$947.34)
Summer Reading (Friends) (330.5)	\$0.00	\$0.00
Miscellaneous (340)	\$108,828.11	\$112,104.56
Free Little Libraries (350)	\$500.00	\$0.00
FOL Holds (355)	\$6,302.00	\$5,940.04
Memorials (500; 502-506)	\$4,544.51	\$3,374.94
<u>MONEY MARKET LEDGER BALANCE</u>	\$487,084.57	\$458,222.22

<u>CERTIFICATES OF DEPOSIT</u>	<u>Invested Amount</u>	<u>Coupon Rate</u>	<u>Market Value (6/30/23)</u>
City Natl bank Los Angeles CA Matures 10/13/23	\$212,000.00	4.00%	\$211,191.64
JPMorgan Chase Bank Columbus OH Matures 7/27/23	\$212,000.00	4.12%	\$212,000.00
<u>SECURITIES MARKET VALUE</u>	<u>424,000.00</u>		<u>\$423,191.64</u>
<u>TOTAL ACCOUNT BALANCE</u>			<u>\$881,413.86</u>

SEMI-ANNUAL REPORT OF STAFF TRAVEL
January - June 2023

Name	Job Title	Date(s)	Place	Purpose	Cost	Funding Source
Savannah Ball	Library Manager	3/27-30	Long Island NY	Family Place Training Institute	7307.61	SCKLS
		6/5-8/23	Washington DC	Collaboration Journalism Summit	2000.00	Wichita Community Foundation
					317.12	WPLF
Sara Dixon	Librarian	1/27-30/23	New Orleans LA	LibLearn X Conference	909.20	SCKLS
					1079.12	General Fund
Kristi Dowell	Library Manager	1/27-30/23	New Orleans LA	LibLearn X Conference	909.20	SCKLS
					1070.55	General Fund
Erin Howerton	Manager	3/27-30/23	Long Island NY	Family Place Training Institute	6960.41	SCKLS
Jaime Nix	Director of Libraries	5/6-9/23	New York, NY	ULC Directors Roundtable	2987.25	SCKLS
		6/23-27/23	Chicago IL	American Library Association	2440.92	SCKLS
Jeff Tate	Library Manager	5/10-14/23	Phoenix AZ	Innovative Users Group	2071.52	SCKLS
Racine Zackula	Librarian	4/13-14/23	Topeka KS	Kansas Early Literacy Symposium	406.74	SCKLS
		4/23-25/23	Madison WI	Lead the Way	1070.76	SCKLS

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Operations Committee Agenda
Tuesday, July 18, 2023, 11:30am
Collaboration Room 203
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Book Bus Update
3. Other items from Committee Members
4. Adjournment

To attend virtually:

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Planning and Facilities Committee Agenda
Tuesday, July 18, 2023, 11:30am
Collaboration Room 206
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Westlink Branch Library Update
3. Alford, Angelou and Rockwell Branches Update
4. Strategic Agenda discussion
5. Adjournment

To attend virtually:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

WICHITA PUBLIC LIBRARY BOARD OF DIRECTORS
Public Affairs Committee Agenda
Tuesday, July 18, 2023, 11:30am
Collaboration Room 205
Advanced Learning Library, 711 W 2nd St, Wichita, KS 67203

1. Call to Order
2. Update on June and July Media Activities
3. 2023 Advocacy and Awareness Priorities – continued discussion
4. Book Bus launch concept - discussion
5. Other items from Committee Members
6. Adjournment

To attend virtually:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Media Report: June 2023

- KAKE Kids Corner, Summer Reading Concerts
- KWCH, Two New Free Resources,

<https://www.kwch.com/video/2023/06/12/newstalk-wichita-public-library-two-new-free-resources/>