

AGENDA

Special Strategic Planning Session

Lawrence Public Library, Lawrence, Kansas
Board of Trustees

Monday, September 19, 2016 at **3:30 PM**
Meeting Room A, Lawrence Public Library, 707 Vermont Street

Vision discussion

Take at least thirty minutes to brainstorm the answer to one or more of these questions: what is the essence of what this place should be? What direction do we want to go in? Where do we want to be in five, ten, fifty years? Use the work from the July and August Board meetings, as well as your reading, to help inform your comments; think big, think pie in the sky.

From your brainstorming, what stands out? What is repeated often? Look at the outliers -- what can we learn from them? Take at least thirty minutes to process the brainstorm, with a goal to have a group of words or concepts -- or possibly that one sentence -- at the end.

AGENDA

Lawrence Public Library, Lawrence, Kansas
Board of Trustees Regular Meeting

Monday, September 19, 2016 at 4:30 PM
Meeting Room A, Lawrence Public Library, 707 Vermont Street

Call to Order

Introductions

Public Comments

Consent Agenda

All matters on the consent agenda are considered within one motion and will be enacted by one motion. There will be no separate discussion on those items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- Approve Library Board meeting minutes
- Approve Treasurer's report
- Approve bills
- Receive statistical report

Library Director's report

Library Foundation Executive Director's report

Library Friends report

Ongoing business

New business

- Kansas Library Association Memberships/Conference
- Form Coffee Shop Selection Committee
- Library Lawn vs. Civic Plaza

Adjournment

DRAFT

**Lawrence Public Library
Board of Trustees Meeting
August 15, 2016
3:30 p.m.**

Board Members Present: David Vance, Chair; Joan Golden, Sarah Goodwin Thiel, Judy Keller (via phone), Ursula Minor, and Kevan Vick. **Absent:** Brady Flannery

Library Staff Present: Brad Allen, Amanda McConnell, Kathleen Morgan, Sherri Turner, and Aaron Brumley (arrived 4:10).

Friends of the Library: Sandra Wiechert (for regular meeting)

Strategic Planning Session

Call to Order

David Vance, Board Chair, called the special strategic planning meeting to order at 3:36 p.m.

Brad led the board in a discussion based on questions suggested by Stephanie Chase.

1. From our reading, what library trends are we particularly taken with? Why?

- People, places, platform – (Aspen report)
- Managing horizontally, empowering staff
- Ability to change quickly based on needs
- Awareness of user needs and taxpayer needs
- Access to information changes quickly (format, etc.); how does it affect business model?
- Needs of those without computers at home
- Community living room
- Beware mission creep, when are we being redundant?
- Evaluate LPL on more than cardholders, circulation, etc.
- Reflect community needs/wants (Community Assessment survey is being done)
- Quest for strong, sustainable funding

2. If we had to choose one to two of these options for service, which would we prioritize and why: service in our building, outreach/service in the community, virtual patrons. How would we prioritize print or in-person service and ebooks/electronic resources or virtual services?

- Outreach/programs outside the library
- Measure outreach efforts, set a goal for reaching a percent of targeted audiences
- Identify areas of Lawrence that are underserved
- Increase pickup/outreach options: lockers, book van, etc.
- Consider impact/reach of digital services
- Core mission: free access to information
- Focus on literary arts

- Survey users of remote pickups
- Access to collections, technology, digital resources
- Quiet spaces
- Physical books and resources
- Education classes for adults

3. How would we prioritize our different patron groups (for example, adults, families, children, seniors, college students/faculty, etc.)?

- Measure usage: kids, teens, adults
- Lawrence residents
- KU students are already served
- Explore collaborative opportunities to avoid duplication
- Explore partnership with USD 497, collaborate on econtent?
- Serve rural library (fee for service or library district?)

Does our community respond more clearly to outputs or outcomes? Are outputs or outcomes more compelling to the city government?

- Not clear, playing field/city government has changed
- Serving community is goal (vs. statistics)
- Close relationship with city manager, commissioners
- City presence on LPL Trustees
- Tie outcomes to specific outputs

Brad will connect with staff and with Stephanie and send additional readings for the next meeting.

Regular Meeting

Call to Order

David Vance, Board Chair, called the regular meeting to order at 4:40 p.m.

Public Comment

There were no public comments.

Consent Agenda

Joan moved to accept the consent agenda; Kevan seconded. All in favor; motion carried. Joan asked about utilities, building repairs and maintenance, and book van lines which are all running high. Brad said these were largely due to unexpected expenses, such as van and HVAC equipment repairs. Book materials & processing is also high because we accidentally bought too many RFID tags. We could return them, but we'd incur a fee to do so; we won't have to purchase more of these next year. Overall, the budget is doing okay.

Director's Report

Brad said that the city adopted the library's requested budget. Brad is working on updating the budget to reflect the actual amount approved and will bring the revised budget to a future meeting. Summer reading is almost over and numbers are pretty typical. Migration to the new computer system is

underway. The first round of data extraction started today and Library Lite will start August 22. The migration team has done a great job. The library building won another award from Tech Insider.

Library Foundation Executive Director's Report

Kathleen said the Foundation Board didn't meet in July. They have received a \$5000 grant from KU Libraries for the purchase of multiple copies of *In the Time of the Butterflies*. Julia Alvarez is on tap to come to Lawrence in early March. The Big Read grant will primarily fund her visit. The Foundation has been reimbursed for all of the grants received. A new Planned Giving brochure is in process. The summer VISTAs were very helpful and have now completed their work. Final numbers on summer lunches haven't been received yet but they were well attended. Channel 6 did a story on Nathan Burns-Sprung and his bubbles.

Friends Report

Farmer's Market sales are over \$1200. They will continue at least through August. There will be another surprise sale on August 20. Surprise sales are publicized to Friends only, but are open to all. Access will be through the building. Friends leadership will meet to plan dates for the entire year. The Annual fall sale will be from September 29 through October 2. Amazon sales in July were \$6889. They are exploring the idea of selling bags of themed books, such as history books in a bag, or children's books in a bag. Friends want to do more outreach in the community.

Ongoing Business

There was no ongoing business.

New Business

Amanda presented proposed revisions to the Patron Services Policy. A basic overview, the new Circulation Policy, and the existing Patron Service Policy were included in the board packet.

Joan moved to accept the proposed changes to the Patron Services Policy; the statement at 1.7 would be added to the default price list with the wording "cost recovery basis" instead of actual prices; Ursula seconded. All in favor. Motion carried.

Adjournment

Judy moved to adjourn the meeting; Joan seconded. All in favor. Meeting adjourned at 6:00 p.m.

The next Board meeting will be Monday, September 19, at 3:30 p.m. in Meeting Room A at the library. There will be a strategic planning session at 3:30 with the regular meeting to follow at 4:30.

Respectfully submitted,

Sherri Turner

LAWRENCE PUBLIC LIBRARY							
Regular Budget Report							
August 2016							
REVENUES	This Month	Year to Date	Annual Budget	67% of Year	Aug-15	YTD 2015	
Tax Fund	\$ -	\$ 3,250,000.00	\$ 3,749,330.70	86.68%	\$ -	\$ 3,200,000.00	
Overdues	\$ 13,018.47	\$ 112,966.04	\$ 180,000.00	62.76%	\$ 14,940.61	\$ 123,795.89	
NEKLS	\$ -	\$ 34,714.00	\$ 65,000.00	53.41%	\$ -	\$ 32,217.50	
State Aid	\$ -	\$ 29,111.11	\$ 25,000.00	116.44%	\$ -	\$ 30,268.44	
Photo Copies	\$ 1,462.44	\$ 14,395.34	\$ 13,000.00	110.73%	\$ 1,601.44	\$ 13,238.17	
Coffee Shop Rent	\$ 725.00	\$ 5,625.00	\$ 8,400.00	66.96%	\$ 700.00	\$ 5,600.00	
Meeting Room Fees	\$ 100.00	\$ 2,750.00	\$ 1,000.00	275.00%	\$ 300.00	\$ 1,000.00	
Interest	\$ 147.67	\$ 1,199.55	\$ 1,600.00	74.97%	\$ 156.75	\$ 1,131.95	
Miscellaneous	\$ 23.52	\$ 471.66			\$ 15.85	\$ 35.81	
Total Revenues	\$ 15,477.10	\$ 3,451,232.70	\$4,043,330.70	85.36%	\$17,714.65	\$3,407,287.76	
EXPENSES							
Salaries & Wages	\$ 187,467.07	\$ 1,489,551.29	\$ 2,276,501.70	65.43%			
Employee Benefits	\$ 19,143.67	\$ 166,217.19	\$ 260,000.00	63.93%			
Payroll Taxes	\$ 30,470.17	\$ 250,386.27	\$ 420,329.00	59.57%			
Utilities	\$ 9,238.22	\$ 82,659.28	\$ 108,000.00	76.54%			
Building Supplies	\$ 860.31	\$ 13,475.00	\$ 20,000.00	67.38%			
Building Repairs & Maintenance	\$ 215.17	\$ 23,568.38	\$ 25,000.00	94.27%			
Library & Office Supplies	\$ 3,498.10	\$ 18,336.48	\$ 25,000.00	73.35%			
Books & Materials	\$ 18,650.01	\$ 281,224.47	\$ 550,000.00	51.13%			
Books & Materials Supplies & Processing	\$ 623.65	\$ 65,224.29	\$ 65,000.00	100.35%			
Equipment	\$ -	\$ 5,670.20	\$ 10,000.00	56.70%			
Technology	\$ 8,938.65	\$ 81,882.70	\$ 150,000.00	54.59%			
Insurance	\$ -	\$ 9,528.00	\$ 10,000.00	95.28%			
Shipping	\$ 1,164.22	\$ 14,877.68	\$ 17,000.00	87.52%			
Professional Development	\$ 1,542.05	\$ 21,507.65	\$ 25,000.00	86.03%			
Book Van & Mileage	\$ 122.33	\$ 1,578.94	\$ 1,500.00	105.26%			
Programs	\$ 1,549.43	\$ 11,516.70	\$ 20,000.00	57.58%			
Professional Fees	\$ 2,710.85	\$ 30,863.73	\$ 30,000.00	102.88%			
Advertising & Marketing	\$ 4,228.03	\$ 17,502.63	\$ 30,000.00	58.34%			
Capital Improvements	\$ -	\$ 22,499.31	\$ -				
Miscellaneous	\$ 499.86	\$ 1,910.76	\$ -				
Total Expenses	\$ 290,921.79	\$ 2,609,980.95	\$ 4,043,330.70	64.55%	\$ 342,453.34	\$ 2,490,797.62	
Revenue Over Expenses	\$ (275,444.69)	\$ 841,251.75					
Cash Balances:							
Checking	\$ 1,267,512.25						
Capital Improvement	\$ 561,686.04						

Lawrence Public Library												
2016 Outside Funding Report												
		1/1/2016	May	May	June	June	July	July	August	August		
		AMOUNT	Income	Spending	Income	Spending	Income	Spending	Income	Spending	Remaining	
FRIENDS												
	Movie License	\$ -					\$ 1,500.00				\$ 1,500.00	
	KPR-Advertising	\$ 1,584.06				\$ 433.38	\$ 4,900.00	\$ 216.69		\$ 216.69	\$ 5,850.54	
	Summer Reading - ALL	\$ 12,280.13		\$ 24,511.24		\$ 9,318.07		\$ (1,611.21)		\$ 609.00	\$ (4,135.97)	
	Aquarium	\$ 667.32				\$ 600.00	\$ 400.00			\$ 373.94	\$ (218.40)	
	Scholarships	\$ 1,620.00		\$ 1,000.00				\$ 300.00			\$ 320.00	
	Volunteers	\$ 665.94					\$ 1,000.00			\$ 100.00	\$ 1,565.94	
	Read Across Lawrence 2015/2016	\$ 6,003.71					\$ 17,000.00			\$ 2,992.00	\$ 14,484.82	
	Friends Supplies	\$ (45.55)									\$ (45.55)	
	Salaries/Taxes - Custodian	\$ (238.83)		\$ 1,876.48		\$ 1,892.59	\$ 5,000.00	\$ 1,923.18		\$ 2,095.46	\$ 9,143.28	
	Staff Day										\$ 538.84	
	Block Grant	\$ 20,040.34		\$ 5,811.66		\$ 124.75		\$ 110.31		\$ 20.95	\$ 4,116.76	
		\$ 42,577.12	\$ -	\$ 33,199.38	\$ -	\$ 12,368.79	\$ 29,800.00	\$ 938.97	\$ -	\$ 6,408.04	\$ 33,120.26	
FOUNDATION												
	Kansas Health Foundation	\$ 9,766.66		\$ 350.52		\$ 2,599.74		\$ 3,872.14		\$ 860.44	\$ (1,025.81)	
	Kansas Health Foundation 2015-16	\$ 23,850.00									\$ 5,750.00	
	Steiner Storytelling	\$ -									\$ -	
	Beach Author Series	\$ -						\$ 240.45			\$ (240.45)	
	Milliken Fund	\$ 1,325.09									\$ 1,325.09	
	Salaries/Taxes - Bukaty	\$ (890.01)		\$ 226.27		\$ 140.29		\$ 140.29		\$ 280.59	\$ (991.09)	
	Morgan Expenses	\$ -		\$ 457.13		\$ 653.67		\$ (1,014.30)		\$ 473.07	\$ (682.57)	
	Greatest Expectations-General					\$ 339.57		\$ (139.52)			\$ (200.05)	
	Hike Through History			\$ 490.73				\$ (401.46)			\$ (89.27)	
	Juanita Marsh			\$ 340.17		\$ 98.45		\$ (1,060.14)			\$ 621.52	
	MLK Day Volunteers							\$ (13.09)			\$ (0.00)	
	Sound & Vision										\$ (3,800.00)	
	Harrison					\$ 304.18					\$ 3,516.85	
	Nalbandian										\$ -	
	After Hours							\$ (15.96)			\$ 0.00	
	Dr. Bob					\$ 15.98		\$ 299.16			\$ (385.42)	
	Foundation Center	\$ -									\$ -	
	Simpson Grant	\$ 1,519.27									\$ 10,174.27	
	New Building YS	\$ 171.63									\$ 171.63	
		\$ 35,742.64	\$ -	\$ 1,864.82	\$ -	\$ 4,151.88	\$ -	\$ 1,907.57	\$ -	\$ 1,614.10	\$ 14,144.70	
OTHER												
	Memorials/Honor with Books	\$ 2,829.80				\$ 1,678.63		\$ (526.93)		\$ 16.21	\$ 1,674.89	
	Bauleke							\$ (3,053.25)			\$ 3,053.25	
	Lawrence Give Back	\$ 2,626.32									\$ 2,626.32	
	Wurfy	\$ 120.16									\$ 42.77	
	Underwood Gift (Sr.Outreach)	\$ 370.00									\$ 370.00	
	John Cotton Dana	\$ 1,663.84									\$ -	
	Merchandise Sales	\$ 2,013.36	\$ (959.50)		\$ 596.25		\$ 809.00		\$ (478.04)		\$ (831.84)	
		\$ 9,623.48	\$ (959.50)	\$ -	\$ 596.25	\$ 1,678.63	\$ 809.00	\$ (3,580.18)	\$ (478.04)	\$ 16.21	\$ 6,935.39	
		\$ 87,943.24										
	Month Total		\$ (959.50)	\$ 35,064.20	\$ 596.25	\$ 18,199.30	\$ 30,609.00	\$ (733.64)	\$ (478.04)	\$ 8,038.35		
							Income YTD	Expense YTD				
							\$ 69,854.80	\$ 103,597.69				
							\$ 69,854.80	\$ 103,597.69				

Lawrence Public Library
Balance Sheet
As of August 31, 2016

	Aug 31, 16	Aug 31, 15	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Capital Improvement	0.00	16,947.25	-16,947.25	-100.0%
Capital Improvement -2	561,686.04	601,932.77	-40,246.73	-6.7%
Checking	1,267,512.25	1,436,770.71	-169,258.46	-11.8%
Savings	0.00	0.00	0.00	0.0%
Total Checking/Savings	1,829,198.29	2,055,650.73	-226,452.44	-11.0%
Total Current Assets	1,829,198.29	2,055,650.73	-226,452.44	-11.0%
Other Assets				
Petty Cash	1,230.70	1,230.70	0.00	0.0%
Total Other Assets	1,230.70	1,230.70	0.00	0.0%
TOTAL ASSETS	<u>1,830,428.99</u>	<u>2,056,881.43</u>	<u>-226,452.44</u>	<u>-11.0%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	14,046.13	72,540.61	-58,494.48	-80.6%
Total Accounts Payable	14,046.13	72,540.61	-58,494.48	-80.6%
Other Current Liabilities				
Payroll Liabilities	3,793.80	2,438.32	1,355.48	55.6%
Total Other Current Liabilities	3,793.80	2,438.32	1,355.48	55.6%
Total Current Liabilities	17,839.93	74,978.93	-57,139.00	-76.2%
Total Liabilities	17,839.93	74,978.93	-57,139.00	-76.2%
Equity				
Opening Bal Equity	300,635.22	300,635.22	0.00	0.0%
Retained Earnings	704,444.98	755,552.93	-51,107.95	-6.8%
Net Income	807,508.86	925,714.35	-118,205.49	-12.8%
Total Equity	1,812,589.06	1,981,902.50	-169,313.44	-8.5%
TOTAL LIABILITIES & EQUITY	<u>1,830,428.99</u>	<u>2,056,881.43</u>	<u>-226,452.44</u>	<u>-11.0%</u>

**Lawrence Public Library
Revenues & Expenses
August 2016**

	Aug 16
Ordinary Income/Expense	
Income	
Coffee Shop Rent	725.00
Interest	147.67
Meeting Room Fees	100.00
Merchandise Sales	-478.04
Overdues	13,018.47
Personal Books	-11.39
Photo Copies	1,462.44
Utilities Income	34.91
Total Income	14,999.06
Expense	
Payroll Expenses	208,693.61
Payroll Taxes	30,763.35
Utilities	9,238.22
Building Supplies	860.31
Building Repairs & Maintenance	215.17
Library & Office Supplies	3,498.10
Books & Materials	18,650.01
Processing Supplies	623.65
Technology	8,938.65
Shipping	1,164.22
Professional Development	1,542.05
Bookvan & Mileage	122.33
Program Expense	1,549.43
Professional Fees	2,710.85
Advertising	4,228.03
FOUNDATION FUNDING	1,333.51
FRIENDS FUNDING	4,328.79
Miscellaneous	499.86
Total Expense	298,960.14
Net Ordinary Income	-283,961.08
Net Income	<u>-283,961.08</u>

Lawrence Public Library Vendor Balance Summary

All Transactions

Sep 14, 16

Advance Insurance Company	486.26
Amazon	1,516.26
ASI	50.00
Baker & Taylor, Inc.	291.69
Bayscan Technologies	158.00
Boom Comics	1,000.00
Brook Creek	30.00
Center Point Large Print	45.54
Century Business Technologies	536.38
Charles Epp	174.00
Cintas Fire Protection	215.17
City of Lawrence	49.92
Copy Co Inc.	650.00
Databank Holdings, LTD	307.40
Demco, Inc.	448.00
EBSCO	2,147.00
Gale Group, Inc.	697.46
Heartland Payment Systems	272.55
Ingram Library Services	13,692.55
Intuit	29.85
Jayhawk Tropical Fish	300.00
Jiminate	120.00
Jon Ratzlaff	47.56
KONE Inc.	2,410.20
Laser Logic, Inc.	184.32
Lawrence Kiwanis Club	150.00
Lawrence Sign Up LLC	209.00
Mid America	558.84
Midwest Tape	8,332.57
OCLC, Inc.	5,012.44
OverDrive	4,165.00
Pan Asian Publications Inc.	55.95
Polyline Corporation	196.95
Pro Print Inc.	370.65
Pur-O-Zone, Inc.	74.50
Quill Corporation	483.90
Random House, Inc.	26.25
Recorded Books	166.78
Regan Ingram	18.50
Schendel Services	95.00
Snap Promotions	1,022.78
The Summit	877.50
Tikitum	350.00
Unique Management Services	746.32
United Parcel Service	616.72
VISA 5372	6,330.80
Westar	8,256.98
Will Averill	50.00
WOW!Business	435.88
 TOTAL	 <u>64,463.42</u>

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Electronic	09/19/2016	Advance Insurance Company	Checking	
Bill	October 2016	09/13/2016		Group Life Insurance	-486.26
TOTAL					-486.26
Bill Pmt -Check	Electronic	09/19/2016	ASI	Checking	
Bill		09/02/2016		Professional Fees	-50.00
TOTAL					-50.00
Bill Pmt -Check	Electronic	09/19/2016	Heartland Payment Systems	Checking	
Bill	August	09/09/2016		Credit Card Processing	-237.55
				Public Access	-35.00
TOTAL					-272.55
Bill Pmt -Check	Electronic	09/19/2016	Intuit	Checking	
Bill	August Bill ...	09/09/2016		Professional Fees	-29.85
TOTAL					-29.85
Bill Pmt -Check	Electronic	09/19/2016	United Parcel Service	Checking	
Bill	1366	09/09/2016		Shipping	-616.72
TOTAL					-616.72
Bill Pmt -Check	Electronic	09/19/2016	VISA 5372	Checking	
Bill	Drawing Le...	05/07/2015		Children's Programming	-25.00
Bill	1177017	08/26/2016		Books & Materials	-105.90
Bill		09/13/2016		Books & Materials	-14.99
				Youth Services Dept.	-261.50
				Admin. Dept.	-336.20
				Adult Programming	-122.03
				KHF Grant Expenses	-17.63
				Volunteer Recognition	-150.00
				Bookvan & Mileage	-101.05
				Children's Programming	-115.21
				Children's Programming	-59.40
				Children's Programming	-35.12
				Young Adult Programming	-225.38
				YS Summer Reading	-525.00
				Library & Office Supplies	-147.32
				Shipping	-15.99
				Professional Fees	-455.70
				Printing	-274.63
				Membership & Dues	-209.00
				Advertising	-1,543.60
				Merchandise Sales	-2.45
				Building Supplies	-731.91
				Software & Licenses	-449.00
				Public Access	-5.76

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
				Supplies	-243.42
				FOUNDATION FUNDING	-157.61
TOTAL					-6,330.80
Bill Pmt -Check	Electronic	09/19/2016	Westar	Checking	
Bill		09/09/2016		Electric	-8,256.98
TOTAL					-8,256.98
Bill Pmt -Check	7479	09/20/2016	Baker & Taylor, Inc.	Checking	
Bill	5014212588	08/31/2016		Books & Materials	-37.15
Bill	2032260537	09/13/2016		Books & Materials	-47.44
Bill	2032260538	09/13/2016		Processing Supplies	-0.15
Bill	2032229898	09/13/2016		Books & Materials	-69.56
Bill	2032229899	09/13/2016		Processing Supplies	-0.15
Bill	2032220991	09/14/2016		Block Grant	-96.30
Bill	2032220992	09/14/2016		Block Grant	-20.90
Bill	5014225377	09/14/2016		Block Grant	-1.90
Bill	5014225376	09/14/2016		Block Grant	-18.14
TOTAL					-291.69
Bill Pmt -Check	7480	09/20/2016	Bayscan Technologies	Checking	
Bill	49582	09/13/2016		Processing Supplies	-158.00
TOTAL					-158.00
Bill Pmt -Check	7481	09/20/2016	Center Point Large Print	Checking	
Bill	1395635	09/13/2016		Books & Materials	-22.77
Bill	1395353	09/13/2016		Books & Materials	-22.77
TOTAL					-45.54
Bill Pmt -Check	7482	09/20/2016	Century Business Technologies	Checking	
Bill	420838	08/26/2016		Copying	-15.00
Bill	420837	08/26/2016		Copying	-354.76
Bill	422851	09/09/2016		Copying	-55.68
Bill	422852	09/09/2016		Copying	-110.94
TOTAL					-536.38
Bill Pmt -Check	7483	09/20/2016	Cintas Fire Protection	Checking	
Bill	OF58572246	08/31/2016		Building Repairs & Main...	-215.17
TOTAL					-215.17
Bill Pmt -Check	7484	09/20/2016	Copy Co Inc.	Checking	
Bill	84302	08/31/2016		Printing	-650.00
TOTAL					-650.00

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7485	09/20/2016	Databank Holdings, LTD	Checking	
Bill	22361	09/13/2016		Public Access	-13.75
Bill	22588	09/13/2016		Public Access	-293.65
TOTAL					-307.40
Bill Pmt -Check	7486	09/20/2016	Demco, Inc.	Checking	
Bill	5935498	08/26/2016		Processing Supplies	-102.39
Bill	5936974	08/26/2016		Advertising	-345.61
TOTAL					-448.00
Bill Pmt -Check	7487	09/20/2016	EBSCO	Checking	
Bill	100003902...	08/26/2016		Public Access	-2,147.00
TOTAL					-2,147.00
Bill Pmt -Check	7488	09/20/2016	Gale Group, Inc.	Checking	
Bill	58461194	08/31/2016		Books & Materials	-97.75
Bill	58460839	08/31/2016		Books & Materials	-328.65
Bill	58550838	09/13/2016		Books & Materials	-20.99
Bill	58469149	09/13/2016		Books & Materials	-22.79
Bill	58480416	09/13/2016		Books & Materials	-40.18
Bill	58564081	09/13/2016		Books & Materials	-17.99
Bill	58563895	09/13/2016		Books & Materials	-18.59
Bill	58563876	09/13/2016		Books & Materials	-18.59
Bill	58480560	09/13/2016		Books & Materials	-131.93
TOTAL					-697.46
Bill Pmt -Check	7489	09/20/2016	Jayhawk Tropical Fish	Checking	
Bill	501295	08/31/2016		Aquarium Maintenance	-300.00
TOTAL					-300.00
Bill Pmt -Check	7490	09/20/2016	Jiminate	Checking	
Bill	5-082116	08/31/2016		Advertising	-120.00
TOTAL					-120.00
Bill Pmt -Check	7491	09/20/2016	KONE Inc.	Checking	
Bill	949411243	09/13/2016		Building Repairs & Main...	-2,410.20
TOTAL					-2,410.20
Bill Pmt -Check	7492	09/20/2016	Laser Logic, Inc.	Checking	
Bill	277020	09/13/2016		Library & Office Supplies	-184.32
TOTAL					-184.32

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7493	09/20/2016	Lawrence Sign Up LLC	Checking	
Bill	8428	08/26/2016		Advertising	-209.00
TOTAL					-209.00
Bill Pmt -Check	7494	09/20/2016	Mid America	Checking	
Bill	78068	08/26/2016		Building Supplies	-295.10
Bill	78178	09/13/2016		Building Supplies	-263.74
TOTAL					-558.84
Bill Pmt -Check	7495	09/20/2016	Midwest Tape	Checking	
Bill	94287878	09/09/2016		Processing Supplies	-222.50
Bill	94283999	09/09/2016		Books & Materials	-5,438.40
Bill	94297858	09/13/2016		Books & Materials	-337.35
Bill	94298278	09/13/2016		Books & Materials	-72.72
Bill	94298276	09/13/2016		Books & Materials	-64.60
Bill	94298275	09/13/2016		Books & Materials	-14.99
Bill	94297857	09/13/2016		Books & Materials	-63.72
Bill	94244172	09/13/2016		Books & Materials	-11.24
Bill	94233450	09/13/2016		Books & Materials	-42.26
Bill	94211529	09/13/2016		Books & Materials	-12.59
Bill	94274182	09/13/2016		Books & Materials	-10.49
Bill	94266950	09/13/2016		Books & Materials	-35.97
Bill	94266951	09/13/2016		Books & Materials	-260.88
Bill	94252572	09/13/2016		Books & Materials	-48.74
Bill	94252571	09/13/2016		Books & Materials	-29.99
Bill	94244173	09/13/2016		Books & Materials	-29.99
Bill	94218590	09/13/2016		Books & Materials	-37.49
Bill	94211580	09/13/2016		Books & Materials	-34.49
Bill	94218591	09/13/2016		Books & Materials	-26.24
Bill	94228927	09/13/2016		Books & Materials	-22.18
Bill	94252570	09/13/2016		Books & Materials	-10.49
Bill	94266953	09/13/2016		Books & Materials	-22.49
Bill	94279842	09/13/2016		Books & Materials	-14.99
Bill	94279843	09/13/2016		Books & Materials	-90.69
Bill	94218702	09/13/2016		Books & Materials	-23.23
Bill	94218703	09/13/2016		Books & Materials	-131.15
Bill	94257499	09/13/2016		Books & Materials	-221.10
Bill	94239622	09/13/2016		Books & Materials	-67.47
Bill	94239623	09/13/2016		Books & Materials	-506.74
Bill	94233452	09/13/2016		Books & Materials	-63.73
Bill	94228928	09/13/2016		Books & Materials	-146.21
Bill	94228929	09/13/2016		Books & Materials	-217.45
TOTAL					-8,332.57
Bill Pmt -Check	7496	09/20/2016	OCLC, Inc.	Checking	
Bill	482733	09/09/2016		Collections	-5,012.44
TOTAL					-5,012.44

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7497	09/20/2016	OverDrive	Checking	
Bill	152516667...	08/31/2016		Books & Materials	-1,631.49
Bill	152703413...	08/31/2016		Books & Materials	-404.11
Bill	152827097...	08/31/2016		Books & Materials	-321.14
Bill	000109380...	08/31/2016		Books & Materials	-17.95
Bill	151859170...	08/31/2016		Books & Materials	-1,772.32
Bill	000515243...	08/31/2016		Books & Materials	-17.99
TOTAL					-4,165.00
Bill Pmt -Check	7498	09/20/2016	Pan Asian Publications Inc.	Checking	
Bill	U-14796	08/31/2016		Books & Materials	-55.95
TOTAL					-55.95
Bill Pmt -Check	7499	09/20/2016	Polyline Corporation	Checking	
Bill	46335	09/14/2016		Processing Supplies	-196.95
TOTAL					-196.95
Bill Pmt -Check	7500	09/20/2016	Pro Print Inc.	Checking	
Bill	92092	08/26/2016		Advertising	-370.65
TOTAL					-370.65
Bill Pmt -Check	7501	09/20/2016	Pur-O-Zone, Inc.	Checking	
Bill	707920	09/13/2016		Building Supplies	-74.50
TOTAL					-74.50
Bill Pmt -Check	7502	09/20/2016	Quill Corporation	Checking	
Bill	8306733	08/26/2016		Building Supplies	-116.18
				Library & Office Supplies	-187.69
Bill	8101048	08/26/2016		Processing Supplies	-77.16
Bill	8476407	08/31/2016		Processing Supplies	-51.58
Bill	8762477	09/09/2016		Children's Programming	-26.99
				Building Supplies	-24.30
TOTAL					-483.90
Bill Pmt -Check	7503	09/20/2016	Random House, Inc.	Checking	
Bill	1088179516	08/31/2016		Books & Materials	-26.25
TOTAL					-26.25
Bill Pmt -Check	7504	09/20/2016	Recorded Books	Checking	
Bill	75380364	08/31/2016	Recorded Books	Accounts Payable	0.00
Bill	75377633	08/31/2016		Books & Materials	-166.78
TOTAL					-166.78

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7505	09/20/2016	Schendel Services	Checking	
Bill	30234296	09/13/2016		Building Repairs & Main...	-95.00
TOTAL					-95.00
Bill Pmt -Check	7506	09/20/2016	Snap Promotions	Checking	
Bill	16080205	08/26/2016		Library & Office Supplies	-1,022.78
TOTAL					-1,022.78
Bill Pmt -Check	7507	09/20/2016	Unique Management Services	Checking	
Bill	432910	09/09/2016		Professional Fees	-173.52
Bill	432909	09/09/2016		Professional Fees	-572.80
TOTAL					-746.32
Bill Pmt -Check	7508	09/20/2016	WOW!Business	Checking	
Bill		08/26/2016		Telephone	-435.88
TOTAL					-435.88
Bill Pmt -Check	28087	09/19/2016	Amazon	Checking	
Bill	3110606	08/31/2016	Amazon	Accounts Payable	0.00
Bill	1075447	08/31/2016		Books & Materials	-1.58
Bill	1075447	08/31/2016		Books & Materials	-122.11
Bill	1075447	08/31/2016		Books & Materials	-16.95
Bill	2085039	08/31/2016		Books & Materials	-47.99
Bill	0189026	09/09/2016		Outreach Programming	-99.95
Bill	0189026-2	09/09/2016		Outreach Programming	-99.95
Bill	8737037	09/13/2016		Books & Materials	-16.37
Bill	5152205	09/13/2016		Books & Materials	-19.76
Bill	8737037	09/13/2016		Books & Materials	-14.31
Bill	1151457	09/13/2016		Books & Materials	-14.93
Bill	5152205	09/13/2016		Books & Materials	-187.44
Bill	5152205	09/13/2016		Books & Materials	-335.79
Bill	5152205	09/13/2016		Books & Materials	-154.95
Bill	5152205	09/13/2016		Books & Materials	-33.98
Bill	7629034	09/13/2016		Books & Materials	-29.99
Bill	6058667	09/13/2016		Books & Materials	-11.69
Bill	8737037	09/13/2016		Books & Materials	-83.52
Bill	8737037	09/13/2016		Books & Materials	-35.70
Bill	0615407	09/13/2016		Building Supplies	-59.60
Bill	0615407-1	09/13/2016		Building Supplies	-20.75
Bill	0615407-2	09/13/2016		Building Supplies	-9.00
Bill	258675023...	09/14/2016		Outreach Programming	-99.95
TOTAL					-1,516.26
Bill Pmt -Check	28088	09/19/2016	Boom Comics	Checking	
Bill	9-20-16	09/09/2016		Children's Programming	-1,000.00
TOTAL					-1,000.00

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	28089	09/19/2016	Brook Creek	Checking	
Bill	Newsletter	08/31/2016		KHF Grant Expenses	-30.00
TOTAL					-30.00
Bill Pmt -Check	28090	09/19/2016	Charles Epp	Checking	
Bill	8954679	09/13/2016		Books & Materials	-174.00
TOTAL					-174.00
Bill Pmt -Check	28091	09/19/2016	City of Lawrence	Checking	
Bill	Parking	09/09/2016		Miscellaneous	-49.92
TOTAL					-49.92
Bill Pmt -Check	28092	09/19/2016	Ingram Library Services	Checking	
Bill	94148138	08/31/2016		Books & Materials	-286.41
Bill	94132144	08/31/2016		Books & Materials	-67.47
Bill	9752402	08/31/2016		Processing Supplies	-135.94
Bill	93752404	08/31/2016		Processing Supplies	-21.82
Bill	94148139	08/31/2016		Processing Supplies	-28.79
Bill	94132145	08/31/2016		Processing Supplies	-4.48
Bill	94188336	09/09/2016		Processing Supplies	-0.15
Bill	30 Invoices	09/13/2016		Processing Supplies	-1,148.50
Bill	94505962	09/13/2016		Books & Materials	-603.59
Bill	94678641	09/13/2016		Books & Materials	-572.97
Bill	94584917	09/13/2016		Books & Materials	-420.14
Bill	94584919	09/13/2016		Books & Materials	-207.26
Bill	94615120	09/13/2016		Books & Materials	-9.06
Bill	94615121	09/13/2016		Books & Materials	-375.42
Bill	94678643	09/13/2016		Books & Materials	-731.25
Bill	94456631	09/13/2016		Books & Materials	-516.06
Bill	94738530	09/13/2016		Books & Materials	-21.58
Bill	94720472	09/13/2016		Books & Materials	-388.65
Bill	94429590	09/13/2016		Books & Materials	-199.17
Bill	94529353	09/13/2016		Books & Materials	-712.91
Bill	94490314	09/13/2016		Books & Materials	-153.92
Bill	94302318	09/13/2016		Books & Materials	-741.91
Bill	94355586	09/13/2016		Books & Materials	-203.19
Bill	94364319	09/13/2016		Books & Materials	-4.55
Bill	94275954	09/13/2016		Books & Materials	-459.38
Bill	94374582	09/13/2016		Books & Materials	-375.01
Bill	94355588	09/13/2016		Books & Materials	-478.94
Bill	94267596	09/13/2016		Books & Materials	-590.44
Bill	94355584	09/13/2016		Books & Materials	-1,886.14
Bill	94250429	09/13/2016		Books & Materials	-225.08
Bill	94204843	09/13/2016		Books & Materials	-1,279.61
Bill	94456630	09/13/2016		Books & Materials	-40.90
Bill	94505960	09/13/2016		Books & Materials	-40.35
Bill	94235906	09/13/2016		Books & Materials	-74.28
Bill	94235907	09/13/2016		Processing Supplies	-11.30
Bill	94181723	09/13/2016		Books & Materials	-233.59
Bill	94235910	09/13/2016		Books & Materials	-11.99
Bill	94188335	09/13/2016		Books & Materials	-10.17
Bill	94584921	09/13/2016		Books & Materials	-8.40
Bill	94505964	09/13/2016		Books & Materials	-14.99

Lawrence Public Library
Check Detail
September 2016

Type	Num	Date	Name	Account	Paid Amount
Bill	94355590	09/13/2016		Books & Materials	-33.58
Bill	94211242	09/13/2016		Books & Materials	-363.21
TOTAL					-13,692.55
Bill Pmt -Check	28093	09/19/2016	Jon Ratzlaff	Checking	
Bill	91316	09/13/2016		Building Supplies	-47.56
TOTAL					-47.56
Bill Pmt -Check	28094	09/19/2016	Lawrence Kiwanis Club	Checking	
Bill		09/13/2016		Outreach Programming	-150.00
TOTAL					-150.00
Bill Pmt -Check	28095	09/19/2016	Regan Ingram	Checking	
Bill	REFUND	09/09/2016		Overdues	-18.50
TOTAL					-18.50
Bill Pmt -Check	28096	09/19/2016	The Summit	Checking	
Bill	Thru 12-31/16	08/26/2016		Membership & Dues	-877.50
TOTAL					-877.50
Bill Pmt -Check	28097	09/19/2016	Tikitum	Checking	
Bill	11-23-16	08/26/2016		Children's Programming	-350.00
TOTAL					-350.00
Bill Pmt -Check	28098	09/19/2016	Will Averill	Checking	
Bill	Performance	09/09/2016		Children's Programming	-50.00
TOTAL					-50.00

Lawrence Public Library

Monthly Statistical Summary--August 2016

INDICATOR	August		Percent	YTD	YTD	Percent
	2016	2015	Change	2016	2015	Change
			2015-2016			2015-2016

SUMMARY RATIOS

Service Area Population	97,669	94,586	3%			
User Visits per Capita	6.91	7.97	-13%			
Reference Transactions per Capita	1.97	1.57	25%			
Program Attendance per Capita	0.29	0.36	-19%			
Circulation per Capita	9.81	15.56	-37%			
Circulation per Visit	1.42	1.95	-27%			
Total Holdings per Capita	2.06	2.27	-9%			
% of Lawrence Residents Registered	62%	96%	-35%			

Circulation--Adult Total	54,003	82,521	-35%	584,731	629,278	-7%
Circulation--Young Adult Total	3,209	4,983	-36%	35,706	39,251	-9%
Circulation--Youth Total	22,643	35,118	-36%	256,791	277,229	-7%
Circulation--Bookmobile	828	1,303	-36%	8,309	9,681	-14%
Circulation--Audiovisual Total	48,824	49,547	-1%	540,571	579,653	-7%
Circulation--Total	79,855	122,622	-35%	877,228	945,758	-7%

Reference Transactions	16,052	12,395	30%	138,813	90,899	53%
Public Computer Usage	9,582	10,581	-9%	72,993	75,756	-4%
User Visits	56,215	62,808	-10%	466,222	486,279	-4%
LPL Web Site Visits	29,067	30,920	-6%	230,816	194,799	18%

Holdings--Added	1,907	3,328	-43%	49,806	27,238	83%
Holdings--Withdrawn	1,188	1,529	-22%	18,166	13,373	36%
Holdings--Total	201,328	214,385	-6%			

Registered Borrowers--Added	647	997	-35%			
Registered Borrowers--Total	75,741	114,908	-34%			

Adult Programs	20	18	11%	216	128	69%
Young Adult Programs	7	8	-13%	104	154	-32%
Youth Programs	18	14	29%	463	480	-4%
Senior Programs	7	15	-53%	96	111	-14%
Total Programs	52	55	-5%	879	873	1%
Total Program Attendance	2,382	2,806	-15%	38,967	39,785	-2%
Public Uses of Meeting Rooms	609	124	391%	5,720	999	473%

Total Paid Staff (FTE)	60.51	59.89	1%			
Total Number of Employees	83	79	5%			

Lawrence Public Library

Monthly Statistical Report--August 2016 **8/1-21/2016**

	August		Percent	YTD	YTD	Percent
	2016	2015	Change			
			2015-2016			2015-2016
OUTPUT MEASURES						
Service Area Population	97,669	94,586	3%			
User Visits per Capita	6.91	7.97	-13%			
Reference Transactions per Capita	1.97	1.57	25%			
Program Attendance per Capita	0.29	0.36	-18%			
Circulation per Capita	9.81	15.56	-37%			
Total Holdings per Capita	2.06	2.27	-9%			
Collection Turnover--Total	4.82	7.15	-33%			
Collection Turnover--Adult	5.05	7.61	-34%			
Collection Turnover--Young Adult	3.65	6.19	-41%			
Collection Turnover--Youth	4.52	7.21	-37%			
Collection Turnover--Audiovisual	7.92	10.03	-21%			
CIRCULATION OF LIBRARY MATERIALS						
Circulation--Adult Books and NF Videos	24456	37096	-34%	263774	280588	-6%
Circulation--Adult Periodicals	1016	1364	-26%	10043	10996	-9%
Circulation--Adult Feature Films & TV Shows	18624	29812	-38%	207649	226187	-8%
Circulation--Electronic Games	1252	2187	-43%	15214	16312	-7%
Circulation--Adult Music CDs	4549	7888	-42%	53596	64125	-16%
Circulation--Adult Audio Books	4099	4161	-1%	34357	30974	11%
Circulation--eReaders	7	13	-46%	98	96	2%
Circulation--Adult Total	54003	82521	-35%	584731	629278	-7%
Circulation--YA Books and NF Videos	2940	4563	-36%	32971	36301	-9%
Circulation--YA Periodicals	17	28	-39%	152	313	-51%
Circulation--YA Audio Books	252	392	-36%	2583	2637	-2%
Circulation--YA Total	3209	4983	-36%	35706	39251	-9%
Circulation--Youth Books and NF Videos	21428	33269	-36%	243826	262764	-7%
Circulation--Youth Periodicals	76	168	-55%	911	1335	-32%
Circulation--Youth Music CDs	352	510	-31%	3882	4520	-14%
Circulation--Youth Audio Books	787	1171	-33%	8172	8610	-5%
Circulation--Youth Total	22643	35118	-36%	256791	277229	-7%

Lawrence Public Library Monthly Statistical Report	August		Percent		YTD	YTD	Percent
	2016	2015	Change		2016	2015	Change
			2015-2016				2015-2016
Circulation--Bookmobile	828	1303	-36%		8309	9681	-14%
Circulation--Total Books	48824	74928	-35%		540571	579653	-7%
Circulation--Total Periodicals	1109	1560	-29%		11106	12644	-12%
Circulation--Total Audiovisual	29147	49547	-41%		336336	381065	-12%
Circulation Total	79855	122622	-35%		877228	945758	-7%
Accounts Desk & Welcome Desk Circulation	919	2004	-54%		11751	111157	-89%
Self Check Circulation	58438	98553	-41%		660582	733384	-10%
Percent Self Check	98%	98%	0%		98%	87%	13%
Web Site/Telephone Renewals	11916	19032	-37%		143924	146760	-2%
Othe Staff Checkouts	2034	3142	-35%		24166	29033	-17%
Requests Placed	13737	21816	-37%		159935	162309	-1%
Requests Filled	10057	15439	-35%		117523	114763	2%
Requests Unclaimed	2415	3375	-28%		24126	24093	0%
Interlibrary Loan Items Borrowed for LPL Patrons	558	462	21%		4193	3115	35%
Interlibrary Loan Items Loaned from LPL Collection	508	478	6%		5319	4921	8%
OTHER LIBRARY SERVICES							
User Visits	56215	62808	-10%		466222	486279	-4%
Public Computer Usage	9582	10581	-9%		72993	75756	-4%

Lawrence Public Library Monthly Statistical Report	August		Percent		YTD	YTD	Percent
	2016	2015	Change		2016	2015	Change
			2015-2016				2015-2016
Adult Reference Transactions	1954	1998	-2%		14491	16236	-11%
Young Adult Reference Transactions	1295	1392	-7%		7130	9171	-22%
Youth Reference Transactions	1768	1202	47%		13233	9015	47%
IT Desk	1773	3236	-45%		11993	20711	-42%
Welcome Desk	2685	2621	2%		38500	19036	102%
Phone Calls	2893	1946	49%		23520	16730	41%
Accounts Desk	3684				29946		
Total Transactions	16052	12395	30%		138813	90899	53%
Public-Sponsored Uses of Meeting Rooms	609	124	391%		5720	999	473%
LPL Web Site Visits	29067	30920	-6%		230816	194799	18%
RESOURCES							
Holdings--Total	201328	214385	-6%				
Holdings--Adult	129932	132030	-2%				
Holdings--Young Adult	10553	9656	9%				
Holdings--Youth	60843	59193	3%				
Holdings--Audiovisual	44172	59278	-25%				
Holdings--eReaders	11	10	10%				
Holdings Added	1907	3328	-43%		49806	27238	83%
Holdings Withdrawn (Weeded)	1188	1529	-22%		18166	13373	36%
Holdings Net Change	719	1799			31640	13865	
LIBRARY PATRONS							
Total Borrowers	75741	114908	-34%				
Borrowers Added	647	997	-35%		5834	6156	-5%
Borrowers Transacting	12707	13966	-9%		93306	89098	5%
Percent of Borrowers Transacting	17%	12%	38%				
Total Number of Lawrence Residents Registered	60933	90900	-33%				
Percent of Lawrence Residents Registered	62%	96%	-35%				

Lawrence Public Library Monthly Statistical Report	August		Percent	YTD	YTD	Percent
	2016	2015	Change			
			2015-2016	2016	2015	2015-2016
PROGRAMMING						
Number of Adult Programs	20	18	11%	216	128	69%
Number of Young Adult Programs	7	8	-13%	104	154	-32%
Number of Youth Programs	18	14	29%	463	480	-4%
Number of Senior Programs	7	15	-53%	96	111	-14%
Total Programs	52	55	-5%	879	873	1%
Adult Program Attendance	1147	1564	-27%	7414	7103	4%
Young Adult Program Attendance	188	469	-60%	2587	3078	-16%
Youth Program Attendance	977	625	56%	27989	28611	-2%
Senior Program Attendance	70	148	-53%	977	993	-2%
Total Program Attendance	2382	2806	-15%	38967	39785	-2%
STAFFING						
Total Paid Staff, in Full-Time Equivalent	60.51	59.89	1%			
ALA-MLS Librarians, in Full-Time Equivalent	17.95	18.4	-2%			
Number of Employees--Total	83	79	5%			
Number of Employees--Full-Time	37	37	0%			
Number of Employees--Part-Time	46	42	10%			
Terminations	2	5	-60%	13	17	-24%
Hirings	3	1	N/A	10	11	-9%
Volunteer Hours	657.0	278.8	136%	5313.9	2754.9	93%

Notes:							
*August 1, 2016 projected service area population per City Planning Department							
**Monthly figures are represented on an annualized basis							
***Collection Turnover = Total Circulation/Total Holdings							
****Meeting room usage figures do not include Library-sponsored meetings and events							
*****Volunteer hours do not include Friends of the Library							
N/A=Not available at this time							

Non-circulating Holdings

Adult	1732	1984
YA	0	0
Youth	764	760
Total	2496	8571

Lynda.com Usage Statistics
August 2016

Active users: 1064
New users: 45
Users who logged in: 154
Total log-ins: 476
Hours viewed: 163.17
Hours viewed per log-in: .34
Hours viewed per user: 1.06

Library Director's Report for September 2016

Respectfully submitted by Brad Allen 9/15/2016

We Are Now a Symphony Library

The library's new ILS, Symphony, went live on Thursday, August 25. I'm happy to report that it has been a very smooth transition to our new computer system. There are small things we are finding and addressing, but I would qualify this transition as a considerable success. Our transition team led by Tricia Karlin has done an outstanding job working with the people at SirsiDynix during our migration. Sarah Murphy, the SirsiDynix employee that came to Lawrence for the migration told me that our staff was the best group she's ever worked with and that she has never felt so well taken care of on a site visit. Many thanks to the rest of team as well: Kim Fletcher, Jeff Bergeron, Darla Sieg, Amanda McConnell, Aaron Brumley, William Ottens, and Sherri Turner.

Summer Reading Numbers

The 2016 Summer Reading Program is officially in the books. We had a total of 3765 participants: 2348 kids, 634 teens, and 783 adults. That's a 13% decrease for kids, 11% decrease for teens, and 2% increase for adults. Program attendance was down 2.8%. So overall, our numbers were down a bit. Our summer reading program team is already looking at what we might try to do to get those numbers up a bit next year.

Coffee Shop Has Ceased Operations

The Scone Lady Coffee Shop shut down operations at the library on September 12. The owner, Lukas Warden, and I mutually agreed that it was in the best interest of both organizations to amicably part ways. We have a Request for Proposals issued currently and have high hopes that we will find a new vendor. Thus far, I've had several coffee shop operators express interest. More information on this next month.

Space: The Final Frontier

Amateur radio operators made radio contact with a Japanese astronaut at the International Space Station for six and a half minutes on September 9. Teens were able to ask questions about what it is like on the space station. It was a breathtaking, moving event attended by about 300 people spanning the generations. Teen librarian Miriam Wallen and her team have been coordinating this event for months now. What a smashing success!

Library Director's Report for September 2016

Book Lockers Coming Soon

Many moons ago, the US Bank Foundation awarded the Library Foundation a series of grants for library book lockers. The total was \$17,000 and the Library Foundation has been holding those funds in a special account until we could work out the logistics for a book locker program. That day has finally come! We are pleased to report that the lockers have been ordered and will be installed in before the end of the year in the west lobby area of the Hy-Vee store on 6th Street. This is a huge and wonderful development that will provide west side residents with a more convenient location to pick up their holds. A huge "thank you" goes to Joan, Mike Orozco, and Brad Burnside at US Bank for their patience as we figured this out.

Foundation Director's Report – September 15, 2016

Simpson Foundation Grant. We are pleased to report that the Simpson Foundation has awarded the library a \$15,000 unrestricted grant through the Foundation. This is the fifth consecutive year that the Simpson Foundation has made a gift to the library and brings its total giving to \$66,000. The flexibility of these grants is invaluable. They have paid for Lynda.com, book drops, Teen Zone blinds, magazine boxes and more.

Beach Author Series. Plans are in great shape for the October 7th Beach Author Series featuring Geraldine Brooks. There will be a private reception in the Library Auditorium from 6 pm to 7 pm and the public program will start at 7:30 pm at Liberty Hall (doors open at 6:30 pm.) There also will be a special surprise for 100 lucky attendees! Intrigued? Mark your calendars and plan to attend.

Planned Giving. The Foundation continues to work on kick starting a planned giving program. We are working with Billy Pilgrim on a new brochure. A draft currently is circulating among a focus group of donors and Friends members and will be finalized soon. In addition, as a perk of attending a recent fundraising workshop, Margie Coggins, Kelly Francis and I will be meeting with John Marshall from Jeffrey Byrne and Associates for advice on moving our planned giving efforts forward. John has extensive experience helping non-profits get their planned giving programs off the ground.

Foundation Committee Meetings. Nearly every committee of the Foundation met (or will meet) during the month of September. The Special Events Committee convened to start planning next year's After Hours at the Library fundraiser, scheduled for February 11. A huge "thank you" goes to board member Jenny Gorup, who has volunteered to serve as the event coordinator. Finance Committee members met to review the Foundation's 2015 990 and the latest endowment fund statement from the Douglas County Community Foundation. The Fundraising Committee will meet next week to review the end of year fundraising plan and recruit New Chapter Society members.

Weave A Tale Workshop. The 2017 Weave A Tale Workshop will take place on October 19 as part of the KLA annual meeting in Wichita. This special pre-conference session is made possible by the Steiner family in memory of Joyce Steiner, a longtime LPL children's librarian. The 2017 featured storyteller is Melissa Depper, Storytime Supervisor from the Arapahoe County Library in Colorado. She will present fresh ideas for reading, writing, singing, talking, and playing in storytime, and discuss their connections to early literacy skills. Melissa also will give a public storytelling performance on the evening of October 18th at the Wichita Public Library's downtown library. Several members of the Steiner family will travel to Wichita for the workshop.

Rotary "Blue Cup" Grant. The Library Foundation will be the recipient of the October "Blue Cup" funds from the Lawrence Rotary Club. At each of its five meetings in October, each Rotarian will contribute \$1 to blue cups on their tables. The money will support the purchase of books for the Kansas Reads to Preschoolers program in November. During that month, libraries throughout Kansas will devote multiple storytimes to reading the same book. This year's selection is *Bear Sees Colors* by Karma Wilson.

Friends and Foundation Newsletter was mailed on September 15. Look for it in your mailbox.

Grants! Grants! Grants! We have been busy writing a number of grant applications this month. Kudos to Kelly Francis, our stellar VISTA, for her help in making these happen.

- **Douglas County Community Foundation:** \$3,000 for portable oral history recording devices.
- **Rice Foundation:** \$12,000 for upgrades to the auditorium's audio-visual system.
- **Kansas Health Foundation:** \$25,000 for Health Spot programs and resources.