

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

Monday, July 17, 2017 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

- Employee Health Insurance Premium Payment Changes -- **ACTION ITEM**

Adjournment

DRAFT

Lawrence Public Library
Board of Trustees
Regular Board Meeting
June 19, 2017
4:30 p.m.

Board Members Present: Brady Flannery, Chair; Joan Golden, Judy Keller, Ursula Minor, Sarah Goodwin Thiel, David Vance, Kevan Vick.

Library Staff Present: Brad Allen, Karen Allen, Aaron Brumley, Kim Fletcher, Kate Gramlich, Tricia Karlin, Polli Kenn, Heather Kearns, Kathleen Morgan, William Ottens, Kristin Soper, Sherri Turner

Friends of the Library: Ruth Deines

Guests: Erica Reynolds, Bibliocommons

Call to Order

Brady called the regular meeting to order at 4:30 p.m.

Public Comment

None.

Consent Agenda

Joan moved to approve the consent agenda; Kevan seconded. All in favor; motion carried.

Director's Report

Brad said that an article about punk rock music in a recent issue of *The Pitch* included comments from Jim Barnes, our new studio manager, and that the summer issue of *Lawrence Magazine* included an article on the 780 series. Brad said he followed up on the concealed carry question. The city attorney said that their position is that the exemption is in effect until the end of the year. The Library has hired several new staff members. The Library won Best Family Fun and took 3rd in Best Place to Work in the Best of Lawrence survey. Health Insurance came in at about a 4% increase for the next year. Brad will work with staff to create an active shooter procedure.

Library Foundation Executive Director's Report

Kathleen said that gifts from the Friends and Foundation newsletter, which goes out about 3 times a year, continue to come in. The Douglas County Community Foundation has given \$1260 to support the popular Game of Gnomes summer reading activity. Brad showed a short video a family made of their search for gnomes on Father's Day. Kathleen gave kudos to Karen Allen and the committee for producing such a successful activity. The Kansas Creative Arts Commission has given \$5000 for the Lawrence Songbook Project which will feature songs written by Lawrencians. The Stars of Centron program will be at Liberty Hall this Thursday. Our next Dinner and a Movie

will show *Lego Batman* and include a visit from Batman himself. The warm-up band includes Joel from our Technology Department. Brady said that having a list of donors online was suggested at the Trustee Training he attended.

Friends Report

Ruth said the summer sale is coming up the second week in July. Amazon sales continue to be strong. Friends are always looking for new volunteers. It's been a very busy summer.

Ongoing Business

2018 Budget Approval

Brad attended the City Commission meeting on June 13 when the updated appraisal projections were released. The Library proposed budget was based on a 4% estimated appraisal, aimed at maintaining a flat budget. Projections are now at 6%. Brad presented a new budget proposal based on the new 6% appraisal numbers. He added amounts for the new website, an increase to the collections budget, and put the rest in capital improvements. No additional funds for staff were assumed. Brad will check on the timing of the city work for the energy product. Kevan moved that the 2018 budget recommendation move forward with a flat mill; David seconded. All in favor; motion carried.

New Business

BiblioWeb Presentation

Heather presented information from the web team regarding their process for researching options for a new web design (attached to minutes). Erica Reynolds, Director of Partnership Development at Bibliocommons presented information on BiblioWeb. She said they don't plan to increase their rates for the next 2 years. Since we are at the bottom tier, this will be a cost of \$40,000 for each of the next 3 years. The \$40,000 one-time implementation fee will be paid through private funding. The increase in appraisals will cover the annual cost. Implementation should take 5 to 6 months. Judy moved to approve purchasing BiblioWeb as the Library website platform; Joan seconded. All in favor; motion carried.

Circulation Policy Update

William presented a recommendation to change loan periods for DVDs. With circulation going down on older DVDs, limits are no longer as necessary. It may also free up shelving space in a crowded area. The proposed changes are:

Checkout limits:

New movies: 10

Old movies: Unlimited within 50

New TV shows: 10

Old TV shows: Unlimited within 50

Circ periods:

New movies: 7 days

Old movies: 14 days
New TV shows: 14 days
Old TV shows: 14 days
New Nonfiction DVDs: 7 days
Old Nonfiction DVDs: 14 days

Joan moved to approve the change; David seconded. All in favor; motion carried.

Midco Partnership

Kathleen said the agreement with MidCo to provide \$15,000 a year for the next 6 years for a total of \$90,000 is nearly complete. The funds will be used to update public laptop and desktop computers throughout the library. There will be an announcement and press release once details are finalized. The money will go to the Foundation. Kevan moved that staff execute the sponsorship agreement; Ursula seconded. All in favor; motion carried.

Adjournment

Meeting adjourned at 6:10 p.m.

The next Board meeting will be Monday, July 17, 2017 at 4:30 p.m. in Meeting Room A at the library.

Respectfully submitted,

Sherri Turner

Imagining More:

An Online Library Experience

Research shows that a business' or organization's online presence is now the #1 service point for reaching customers and users. In the five years since Lawrence Public Library launched its current website, the web itself has grown in leaps and bounds, including high user expectations for elegant design, speed, innovation, and getting information without hassle. The gap between where the web is now and where library websites are is growing. Lawrence Public Library's website needs to grow, too.

Lawrence Public Library needs an online presence that models our building's evolution and in-house user experience. Between its traditional website functionality and visionary backend integration, design for community building and social media, and stellar security, Bibliocommons' Biblioweb product is the best answer to creating an unprecedented library user experience for our community.

Let's take a closer look at what we need and who can get us there...

Traditional Website (current) v. Online Library Experience (our future)	Local Developer	DIY (Stacks, Communico)	Biblioweb	Meets Mission, Values & Strategic Plan	Meets Community Needs Assessment
SUPPORT					
Expertise	x		x	x - innovative, strengthens org	
Constant upgrades			x	x - quality services	
Continuous, immediate development			x		
LPL first, brand second			x		
Same company as our catalog			x		
Behind-the-scenes web team (support, design, research)			x	x - opportunity, strengthens org	
Our website is their top priority			x		
Longevity			x		
Innovative capacity building			x	x - opportunity, strengthens org	
Research-driven	x	x	x		
Buying a team of web developers for the cost of one position			x	x - opportunity, strengthens org	
Created by librarians for libraries			x		
Only designs, researches for libraries; insider perspective			x		
Comes with implementation plan	x		x		
Creative license	x	x			
SECURITY					
Outsourced security			x	x - opportunity, strengthens org	
Excellent security			x		
Regular 3rd party penetration testing (Libraries typically cannot afford to do this)			x		

USER EXPERIENCE					
Traditional Website (current) v. Online Library Experience (our future)	Local Developer	DIY (Stacks, Communico)	Biblioweb	Meets Mission, Values & Strategic Plan	Meets Community Needs Assessment
Accessibility (invested in and constantly improving)			x	x - learning, access to information	x
Hybrid space between web and physical building			x	x - innovation, community	x
Designed to be a community hub (hang out, browse, discover)			x	x - community	x
Dynamic (fresh, never the same homepage twice)			x	x - quality services	
Non-linear; multiple ways to search/find			x		x
Social Media integration			x	x - community	x
Browse vs. Search			x	x - opportunity	
Designed to relax, inspire, excite			x	x - models our mission statement	
Web trend-conscious					
Seamless mobile design	x	x	x		x
Adaptable, dynamic design			x		
Ease of use			x	x - quality services	x
Efficient			x	x - opportunity, strengthens org	
Elegant	x	x	x		
Simple, clean aesthetics	x	x	x		
Emulates in-house experience: Wandering is a joy, something new at every turn, social, community feel			x	x - values: community anchor; rethinking traditional services	x
Transaction-based (in and out) v. Destination experience					
Connecting the Lawrence community outside of the library experience					x
Online Library community					x
CONTENT CREATION					
Focused on content creation, not vendor brand					
Wordpress-based (staff already knows, less retraining)	x		x		
Simple, time-saving				x - innovative	
Compelling tools			x		
Curated content			x		x
Content can automatically link to events, books, services, databases					
Community content creation (comes with training!)					x
Cut, paste, resize, mobile-friendly, etc. goes away—enormous timesaver					
COOL EXTRAS					
Potential for MailChimp integration			x	x - innovative	
Not another product like this on the market			x		
Google analytics	x		x		
Seamless integration with our catalog			x	x - innovative	x
Lawrence personality	x				
API could bring LibCal to Wordpress	x				
Builds community outside our community building			x		x
Partner content potential					x
Low risk, high reward					
Up in a matter of months					

Lawrence Public Library
Balance Sheet
As of June 30, 2017

	Jun 30, 17	Jun 30, 16	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
MIP Operating Funds	1,226,199.18	0.00	1,226,199.18	100.0%
Checking	1,273,842.21	220,641.34	1,053,200.87	477.3%
Capital Improvement-2	0.00	561,447.60	-561,447.60	-100.0%
Capital Improvement at MIP	571,652.15	0.00	571,652.15	100.0%
Savings	0.00	0.00	0.00	0.0%
Total Checking/Savings	3,071,693.54	782,088.94	2,289,604.60	292.8%
Total Current Assets	3,071,693.54	782,088.94	2,289,604.60	292.8%
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>3,072,924.24</u>	<u>783,319.64</u>	<u>2,289,604.60</u>	<u>292.3%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	33,927.02	39,046.85	-5,119.83	-13.1%
Total Accounts Payable	33,927.02	39,046.85	-5,119.83	-13.1%
Other Current Liabilities				
Payroll Liabilities	4,505.36	2,239.54	2,265.82	101.2%
Total Other Current Liabilities	4,505.36	2,239.54	2,265.82	101.2%
Total Current Liabilities	38,432.38	41,286.39	-2,854.01	-6.9%
Total Liabilities	38,432.38	41,286.39	-2,854.01	-6.9%
Equity				
Opening Bal Equity	300,635.22	300,635.22	0.00	0.0%
Retained Earnings	726,979.41	704,555.79	22,423.62	3.2%
Net Income	2,006,877.23	-263,157.76	2,270,034.99	862.6%
Total Equity	3,034,491.86	742,033.25	2,292,458.61	308.9%
TOTAL LIABILITIES & EQUITY	<u>3,072,924.24</u>	<u>783,319.64</u>	<u>2,289,604.60</u>	<u>292.3%</u>

Lawrence Public Library
Revenues & Expenses
June 2017

	Jun 17
Ordinary Income/Expense	
Income	
Coffee Shop Rent	750.00
Gifts-Friends	8,800.00
Gifts-Other	212.84
Grants	16,841.00
Interest	499.39
Meeting Room Fees	500.00
Merchandise Sales	824.27
Overdues	14,714.93
Personal Books	-3.35
Photo Copies	2,117.34
Tax Fund	1,586,565.18
Total Income	1,631,821.60
Expense	
Payroll Expenses	225,504.25
Payroll Taxes	32,425.44
Utilities - Electric	6,710.54
Building Supplies	1,851.56
Building Repairs & Maintenance	6,820.63
Library & Office Supplies	2,740.10
Books & Materials	43,310.31
Processing Supplies	4,505.70
Equipment	2,884.16
Technology	7,923.12
Shipping	743.76
Professional Development	774.67
Bookvan & Mileage	140.43
Program Expense	1,106.03
Professional Fees	3,057.90
Advertising	1,540.23
Miscellaneous	-895.18
FOUNDATION FUNDING	2,455.84
FRIENDS FUNDING	6,469.00
Total Expense	350,068.49
Net Ordinary Income	1,281,753.11
Net Income	<u>1,281,753.11</u>

Lawrence Public Library Vendor Balance Summary

As of July 14, 2017

Jul 14, 17

Advance Insurance Company	523.40
Air Filter Plus	447.61
Amazon	1,644.44
ASI	50.00
Baker & Taylor, Inc.	833.26
Bibliocommons Inc.	40,000.00
Blackstone Audio, Inc.	343.99
Brilliance Publishing, Inc.	15.00
Brook Sanderson	21.74
Center Point Large Print	153.39
Century Business Technologies	501.33
City Wide Maintenance	2,895.45
Databank Holdings, LTD	314.95
Demco, Inc.	418.72
Douglas County Treasurer	28.50
EBSCO	1,731.16
Four State Maintenance Supply	589.28
Gale/Cengage Learning	460.57
Ingram Library Services	18,383.10
Interstate Elevator, Inc.	174.00
Intuit	29.85
Jayhawk Power	313.98
Jayhawk Tropical Fish	399.92
Jess Hogan	50.00
John Svoboda	80.00
Kanopy LLC	146.00
Kansas Public Radio	287.11
Krista Barbour	50.00
Laser Logic, Inc.	206.71
Lawrence Rotary Club	207.00
Lawrence Sign Up LLC	2,015.00
Lawton Public Library	18.99
Liberty Hall	400.00
Midwest Tape	14,858.02
Network Computer Solutions	1,133.94
OCLC, Inc.	5,012.44
OverDrive	4,160.31
Poplar Bluff Municipal Library	17.00
Quill Corporation	145.30
Random House, Inc.	123.75
Recorded Books	201.15
Rick's Concrete Sawing, Inc.	200.00
Rueschhoff Locksmiths & S.S.	80.22
SirsiDynix	35,636.54
Snap Promotions	807.12
Staples Business Advantage	2,884.16
Trettel Design Build Inc.	9,984.00
TSYS Merchant Solutions - Omaha	0.50
Unique Management Services	722.83
United Parcel Service	501.96
Vantiv	176.27
VISA 5372	5,096.85
Westar	8,210.27
Zach Silva	27.98
 TOTAL	 <u>163,715.06</u>

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Electronic	07/17/2017	Advance Insurance Company	Checking	
Bill	August 2017	07/12/2017		Group Life Insurance	-523.40
TOTAL					-523.40
Bill Pmt -Check	Electronic	07/17/2017	ASI	Checking	
Bill		07/02/2017		Professional Fees	-50.00
TOTAL					-50.00
Bill Pmt -Check	Electronic	07/17/2017	Intuit	Checking	
Bill	June Bill Pay	07/12/2017		Professional Fees	-29.85
TOTAL					-29.85
Bill Pmt -Check	Electronic	07/17/2017	TSYS Merchant Solutions - Oma...	Checking	
Bill	June	06/30/2017		Credit Card Processing	-0.50
TOTAL					-0.50
Bill Pmt -Check	Electronic	07/17/2017	United Parcel Service	Checking	
Bill	1267	07/12/2017		Shipping Supplies	-497.93 -4.03
TOTAL					-501.96
Bill Pmt -Check	Electronic	07/17/2017	Vantiv	Checking	
Bill	June 2017	07/12/2017		Credit Card Processing	-176.27
TOTAL					-176.27
Bill Pmt -Check	Electronic	07/17/2017	VISA 5372	Checking	
Bill	169879	06/30/2017		Books & Materials	-29.95
Bill		07/12/2017		Adult Services	-75.00
				Adult Services	-431.30
				Technology	-131.55
				Adult Programming	-64.33
				Bookvan & Mileage	-107.37
				KHF Grant Expenses	-291.22
				Children's Programming	-27.19
				Children's Programming	-20.88
				Children's Programming	-85.11
				Children's Programming	-38.28
				Children's Programming	-122.00
				Children's Programming	-49.09
				Young Adult Programming	-95.92
				YS Summer Reading	-1,196.84
				Shipping	-15.99
				Library & Office Supplies	-139.64
				Processing Supplies	-58.98
				Building Supplies	-451.55
				Building Repairs & Main...	-623.04
				Miscellaneous	-22.48

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
				Miscellaneous	-21.90
				Advertising	-491.66
				Outreach Programming	-69.46
				Supplies	-60.34
				Supplies	-14.99
				Supplies	-69.16
				Supplies	-146.66
				Supplies	-34.99
				FOUNDATION FUNDING	-90.00
				Books & Materials	-19.98
TOTAL					-5,096.85
Bill Pmt -Check	Electronic	07/17/2017	Westar	Checking	
Bill		07/12/2017		Utilities - Electric	-8,210.27
TOTAL					-8,210.27
Bill Pmt -Check	7833	07/18/2017	Air Filter Plus	Checking	
Bill	345681	06/30/2017		Building Supplies	-447.61
TOTAL					-447.61
Bill Pmt -Check	7834	07/18/2017	Baker & Taylor, Inc.	Checking	
Bill	2032972913	06/30/2017		Books & Materials	-200.82
Bill	2032972914	06/30/2017		Processing Supplies	-2.50
Bill	2032974184	06/30/2017		Landsberg Gift	-112.62
Bill	5014601401	06/30/2017		Books & Materials	-22.09
Bill	5014601402	06/30/2017		Processing Supplies	-0.05
Bill	2032953044	06/30/2017		Landsberg Gift	-49.91
Bill	5014595749	06/30/2017		Books & Materials	-36.10
Bill	5014595750	06/30/2017		Processing Supplies	-0.10
Bill	2032919409	06/30/2017		Landsberg Gift	-2.27
Bill	2032940244	06/30/2017		Books & Materials	-153.41
Bill	2032940245	06/30/2017		Processing Supplies	-0.60
Bill	2032935539	06/30/2017		Books & Materials	-86.76
Bill	2032935540	06/30/2017		Processing Supplies	-2.15
Bill	5014623667	07/12/2017		Books & Materials	-40.74
Bill	2032995479	07/12/2017		Books & Materials	-35.33
Bill	2032995480	07/12/2017		Processing Supplies	-0.10
Bill	2032995395	07/12/2017		Landsberg Gift	-81.05
Bill	2032953045	07/12/2017		Landsberg Gift	-2.22
Bill	2032974185	07/12/2017		Landsberg Gift	-4.44
TOTAL					-833.26
Bill Pmt -Check	7835	07/18/2017	Blackstone Audio, Inc.	Checking	
Bill	909020	06/30/2017		Books & Materials	-47.99
Bill	908074	06/30/2017		Books & Materials	-248.00
Bill	907349	06/30/2017		Books & Materials	-48.00
TOTAL					-343.99

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7836	07/18/2017	Brilliance Publishing, Inc.	Checking	
Bill	IN1177196	06/30/2017		Books & Materials	-5.00
Bill	IN1177444	06/30/2017		Books & Materials	-10.00
TOTAL					-15.00
Bill Pmt -Check	7837	07/18/2017	Center Point Large Print	Checking	
Bill	1481336	06/30/2017		Books & Materials	-133.02
Bill	1480702	06/30/2017		Books & Materials	-20.37
TOTAL					-153.39
Bill Pmt -Check	7838	07/18/2017	Century Business Technologies	Checking	
Bill	454475	06/23/2017		Copying	-15.00
Bill	454474	06/23/2017		Copying	-370.52
Bill	455972	06/30/2017		Copying	-55.68
Bill	455973	06/30/2017		Copying	-60.13
TOTAL					-501.33
Bill Pmt -Check	7839	07/18/2017	City Wide Maintenance	Checking	
Bill	CON060837	06/30/2017		Professional Fees	-1,211.00
Bill	CON061304	07/12/2017		Professional Fees	-1,684.45
TOTAL					-2,895.45
Bill Pmt -Check	7840	07/18/2017	Databank Holdings, LTD	Checking	
Bill	27556	07/12/2017		Public Access	-314.95
TOTAL					-314.95
Bill Pmt -Check	7841	07/18/2017	Demco, Inc.	Checking	
Bill	6160187	06/30/2017		Processing Supplies	-418.72
TOTAL					-418.72
Bill Pmt -Check	7842	07/18/2017	EBSCO	Checking	
Bill	0088735	04/28/2017	EBSCO	Accounts Payable	0.00
Bill	100006037...	07/12/2017		Public Access	-1,731.16
TOTAL					-1,731.16
Bill Pmt -Check	7843	07/18/2017	Four State Maintenance Supply	Checking	
Bill	547312-1	06/30/2017		Building Supplies	-20.00
Bill	548085	06/30/2017		Building Supplies	-393.71
Bill	548758	07/12/2017		Building Supplies	-175.57
TOTAL					-589.28

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7844	07/18/2017	Gale/Cengage Learning	Checking	
Bill	60780690	06/30/2017		Books & Materials	-104.34
Bill	60773914	06/30/2017		Books & Materials	-57.57
Bill	60734817	06/30/2017		Books & Materials	-86.96
Bill	60734202	06/30/2017		Books & Materials	-19.19
Bill	60721991	06/30/2017		Books & Materials	-21.59
Bill	60710919	06/30/2017		Books & Materials	-152.33
Bill	60793644	07/12/2017		Books & Materials	-18.59
TOTAL					-460.57
Bill Pmt -Check	7845	07/18/2017	Interstate Elevator, Inc.	Checking	
Bill	16561	06/23/2017		Building Repairs & Main...	-174.00
TOTAL					-174.00
Bill Pmt -Check	7846	07/18/2017	Jayhawk Power	Checking	
Bill	7037-1	06/30/2017		Building Repairs & Main...	-313.98
TOTAL					-313.98
Bill Pmt -Check	7847	07/18/2017	Jayhawk Tropical Fish	Checking	
Bill	502565	06/30/2017		Aquarium Maintenance	-99.92
Bill	502566	06/30/2017		Aquarium Maintenance	-300.00
TOTAL					-399.92
Bill Pmt -Check	7848	07/18/2017	Kanopy LLC	Checking	
Bill	117642-PPU	07/12/2017		Books & Materials	-146.00
TOTAL					-146.00
Bill Pmt -Check	7849	07/18/2017	Kansas Public Radio	Checking	
Bill	140865	06/23/2017		Advertising Gift Fund	-287.11
TOTAL					-287.11
Bill Pmt -Check	7850	07/18/2017	Laser Logic, Inc.	Checking	
Bill	279177	07/12/2017		Library & Office Supplies	-206.71
TOTAL					-206.71
Bill Pmt -Check	7851	07/18/2017	Lawrence Sign Up LLC	Checking	
Bill	9598	07/12/2017		Advertising	-2,015.00
TOTAL					-2,015.00

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7852	07/18/2017	Lawton Public Library	Checking	
Bill	ILL 172385...	07/12/2017		Overdues	-18.99
TOTAL					-18.99
Bill Pmt -Check	7853	07/18/2017	Midwest Tape	Checking	
Bill	95156848	06/23/2017		Personal Books	-27.72
Bill	95184019	06/30/2017		Books & Materials	-159.16
Bill	95180230	06/30/2017		Books & Materials	-84.38
Bill	95184031	06/30/2017		Books & Materials	-60.72
Bill	95180232	06/30/2017		Books & Materials	-29.99
Bill	95176158	06/30/2017		Books & Materials	-340.30
Bill	95176159	06/30/2017		Books & Materials	-630.80
Bill	95176486	06/30/2017		Books & Materials	-114.50
Bill	95173656	06/30/2017		Books & Materials	-87.71
Bill	95173655	06/30/2017		Books & Materials	-81.99
Bill	95170152	06/30/2017		Books & Materials	-71.23
Bill	95170150	06/30/2017		Books & Materials	-99.22
Bill	95161803	06/30/2017		Books & Materials	-71.22
Bill	95156845	06/30/2017		Books & Materials	-921.26
Bill	95156846	06/30/2017		Books & Materials	-319.91
Bill	95152573	06/30/2017		Books & Materials	-196.41
Bill	95152572	06/30/2017		Books & Materials	-184.79
Bill	95147716	06/30/2017		Books & Materials	-110.92
Bill	95132408	06/30/2017		Books & Materials	-35.07
Bill	95142140	06/30/2017		Books & Materials	-74.97
Bill	95135275	06/30/2017		Books & Materials	-589.19
Bill	95135276	06/30/2017		Books & Materials	-430.86
Bill	95203678	07/12/2017		Processing Supplies	-392.90
Bill	95205380	07/12/2017		Books & Materials	-101.22
Bill	95205328	07/12/2017		Books & Materials	-43.31
Bill	95194027	07/12/2017		Books & Materials	-1,008.96
Bill	95194028	07/12/2017		Books & Materials	-269.92
Bill	95193395	07/12/2017		Books & Materials	-179.16
Bill	95195056	07/12/2017		Books & Materials	-56.97
Bill	95196796	07/12/2017		Books & Materials	-29.99
Bill	95193393	07/12/2017		Books & Materials	-30.88
Bill	95193394	07/12/2017		Books & Materials	-17.24
Bill	95195054	07/12/2017		Books & Materials	-33.72
Bill	95196794	07/12/2017		Books & Materials	-91.88
Bill	95198493	07/12/2017		Books & Materials	-7,879.55
TOTAL					-14,858.02
Bill Pmt -Check	7854	07/18/2017	Network Computer Solutions	Checking	
Bill	71388	06/30/2017		Supplies	-1,133.94
TOTAL					-1,133.94
Bill Pmt -Check	7855	07/18/2017	OCLC, Inc.	Checking	
Bill	537693	07/12/2017		Collections	-5,012.44
TOTAL					-5,012.44

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7856	07/18/2017	OverDrive	Checking	
Bill	151822617...	06/30/2017		Books & Materials	-541.95
Bill	153531540...	06/30/2017		Books & Materials	-318.40
Bill	152600133...	06/30/2017		Books & Materials	-262.92
Bill	152002053...	06/30/2017		Books & Materials	-458.33
Bill	120150790...	06/30/2017		Books & Materials	-58.95
Bill	103646823...	06/30/2017		Books & Materials	-1,420.83
Bill	103606040...	06/30/2017		Books & Materials	-1,098.93
TOTAL					-4,160.31
Bill Pmt -Check	7857	07/18/2017	Poplar Bluff Municipal Library	Checking	
Bill	ILL 175751...	06/30/2017		Overdues	-17.00
TOTAL					-17.00
Bill Pmt -Check	7858	07/18/2017	Quill Corporation	Checking	
Bill	7807099	06/30/2017		Children's Programming	-55.08
Bill	7775547	06/30/2017		Library & Office Supplies	-90.22
TOTAL					-145.30
Bill Pmt -Check	7859	07/18/2017	Random House, Inc.	Checking	
Bill	1082770931	06/30/2017		Books & Materials	-26.25
Bill	1082697699	06/30/2017		Books & Materials	-97.50
TOTAL					-123.75
Bill Pmt -Check	7860	07/18/2017	Recorded Books	Checking	
Bill	75551696	06/30/2017		Books & Materials	-61.65
Bill	7555185	06/30/2017		Books & Materials	-74.25
Bill	75553271	06/30/2017		Books & Materials	-65.25
TOTAL					-201.15
Bill Pmt -Check	7861	07/18/2017	Rueschhoff Locksmiths & S.S.	Checking	
Bill	546703	06/23/2017		Professional Fees	-80.22
TOTAL					-80.22
Bill Pmt -Check	7862	07/18/2017	SirsiDynix	Checking	
Bill	INVMT0308...	07/12/2017		Collections	-35,636.54
TOTAL					-35,636.54
Bill Pmt -Check	7863	07/18/2017	Snap Promotions	Checking	
Bill	17060702	06/23/2017		YS Summer Reading Advertising	-403.56
TOTAL					-403.56
Bill Pmt -Check	7863	07/18/2017	Snap Promotions	Checking	
Bill	17060702	06/23/2017		YS Summer Reading Advertising	-403.56
TOTAL					-807.12

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	7864	07/18/2017	Unique Management Services	Checking	
Bill	447434	07/12/2017		Professional Fees	-626.50
Bill	447435	07/12/2017		Professional Fees	-96.33
TOTAL					-722.83
Bill Pmt -Check	28228	07/17/2017	Amazon	Checking	
Bill	9405058	06/23/2017	Amazon	Accounts Payable	0.00
Bill	188927	06/23/2017		Books & Materials	-182.20
Bill	2793837	06/23/2017		YS Summer Reading	-98.55
Bill	3097007	06/30/2017		Books & Materials	-19.14
Bill	3097007	06/30/2017		Books & Materials	-93.61
Bill	6993803	06/30/2017		YS Summer Reading	-23.42
Bill	6993803	06/30/2017		YS Summer Reading	-8.99
Bill	5798629	06/30/2017		YS Summer Reading	-12.75
Bill	3069063	06/30/2017		Books & Materials	-29.23
Bill	0583422	06/30/2017		Books & Materials	-41.90
Bill	0583422	06/30/2017		Books & Materials	-25.85
Bill	3069063	06/30/2017		Books & Materials	-21.99
Bill	3069063	06/30/2017		Books & Materials	-258.24
Bill	1945878	06/30/2017		Books & Materials	-29.72
Bill	3097007	06/30/2017		Books & Materials	-21.55
Bill	6265064	06/30/2017		Books & Materials	-21.38
Bill	6265064	06/30/2017		Books & Materials	-37.29
Bill	5260245	06/30/2017		Books & Materials	-39.99
Bill	5260245	06/30/2017		Books & Materials	-139.94
Bill	1557824	06/30/2017		Books & Materials	-29.67
Bill	6244207	06/30/2017		Books & Materials	-11.49
Bill	6598600	06/30/2017		Books & Materials	-10.81
Bill	8183405	06/30/2017		Books & Materials	-34.98
Bill	2031448	06/30/2017		Books & Materials	-34.98
Bill	2829857	06/30/2017		Building Supplies	-179.88
Bill	9028266	06/30/2017		Building Supplies	-69.00
Bill	8455439	07/12/2017		Supplies	-89.95
Bill	8455439	07/12/2017		Supplies	-14.97
Bill	3069063	07/12/2017		Books & Materials	-14.99
Bill	3069063	07/12/2017		Books & Materials	-47.98
TOTAL					-1,644.44
Bill Pmt -Check	28229	07/17/2017	Bibliocommons Inc.	Checking	
Bill	1016	07/12/2017		Block Grant	-40,000.00
TOTAL					-40,000.00
Bill Pmt -Check	28230	07/17/2017	Brook Sanderson	Checking	
Bill	REFUND	06/23/2017		Overdues	-21.74
TOTAL					-21.74
Bill Pmt -Check	28231	07/17/2017	Douglas County Treasurer	Checking	
Bill	Vehicle Tag...	06/23/2017		Bookvan & Mileage	-28.50
TOTAL					-28.50

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	28232	07/17/2017	Ingram Library Services	Checking	
Bill	99083606	06/30/2017		Books & Materials	-871.75
Bill	99112651	06/30/2017		Books & Materials	-542.48
Bill	99064218	06/30/2017		Books & Materials	-426.20
Bill	99075126	06/30/2017		Books & Materials	-208.78
Bill	99047634	06/30/2017		Books & Materials	-148.39
Bill	99032476	06/30/2017		Books & Materials	-1,623.86
Bill	99008495	06/30/2017		Books & Materials	-130.70
Bill	99008493	06/30/2017		Books & Materials	-1,209.19
Bill	98991152	06/30/2017		Books & Materials	-295.22
Bill	99018007	06/30/2017		Books & Materials	-356.78
Bill	98969959	06/30/2017		Books & Materials	-233.03
Bill	98969961	06/30/2017		Books & Materials	-20.99
Bill	98915330	06/30/2017		Books & Materials	-15.00
Bill	98898536	06/30/2017		Books & Materials	-10.79
Bill	98955165	06/30/2017		Books & Materials	-873.97
Bill	98950309	06/30/2017		Books & Materials	-329.19
Bill	98940635	06/30/2017		Books & Materials	-5.67
				FOUNDATION FUNDING	-68.25
Bill	98940636	06/30/2017		Books & Materials	-227.15
Bill	98936463	06/30/2017		Books & Materials	-1,004.14
Bill	98915328	06/30/2017		Books & Materials	-1,855.82
Bill	98898534	06/30/2017		Books & Materials	-522.82
Bill	98879923	06/30/2017		Books & Materials	-511.80
Bill	99083607	06/30/2017		Processing Supplies	-119.59
Bill	99112652	06/30/2017		Processing Supplies	-53.19
Bill	99064219	06/30/2017		Processing Supplies	-30.57
Bill	99075127	06/30/2017		Processing Supplies	-35.68
Bill	99047635	06/30/2017		Processing Supplies	-20.32
Bill	99032477	06/30/2017		Processing Supplies	-143.29
Bill	99008496	06/30/2017		Processing Supplies	-12.22
Bill	99008494	06/30/2017		Processing Supplies	-123.91
Bill	98991153	06/30/2017		Processing Supplies	-30.56
Bill	99018008	06/30/2017		Processing Supplies	-38.03
Bill	98969960	06/30/2017		Processing Supplies	-23.64
Bill	98969962	06/30/2017		Processing Supplies	-0.15
Bill	98915331	06/30/2017		Processing Supplies	-0.15
Bill	98898537	06/30/2017		Processing Supplies	-0.15
Bill	98955166	06/30/2017		Processing Supplies	-89.66
Bill	98950310	06/30/2017		Processing Supplies	-32.70
Bill	98940637	06/30/2017		Processing Supplies	-22.87
Bill	98936464	06/30/2017		Processing Supplies	-91.17
Bill	98915329	06/30/2017		Processing Supplies	-202.67
Bill	98898535	06/30/2017		Processing Supplies	-50.01
Bill	98879924	06/30/2017		Processing Supplies	-47.96
Bill	99178293	07/12/2017		Personal Books	-10.17
Bill	99178295	07/12/2017		Processing Supplies	-67.13
Bill	99178297	07/12/2017		Processing Supplies	-151.27
Bill	99203248	07/12/2017		Processing Supplies	-72.80
Bill	99178299	07/12/2017		Processing Supplies	-0.15
Bill	99140160	07/12/2017		Books & Materials	-552.08
Bill	99125702	07/12/2017		Books & Materials	-1,192.17
Bill	99101160	07/12/2017		Books & Materials	-31.18
Bill	99121794	07/12/2017		Books & Materials	-199.26
Bill	99101158	07/12/2017		Books & Materials	-268.96
Bill	99178294	07/12/2017		Books & Materials	-812.90
Bill	99178296	07/12/2017		Books & Materials	-1,555.04
Bill	99203247	07/12/2017		Books & Materials	-564.83
Bill	99221169	07/12/2017		Personal Books	-30.00
Bill	99178292	07/12/2017		Books & Materials	-3.98
Bill	99178298	07/12/2017		Books & Materials	-12.57
Bill	99140161	07/12/2017		Processing Supplies	-46.81
Bill	99125703	07/12/2017		Books & Materials	-111.05

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill	99101161	07/12/2017		Processing Supplies	-0.30
Bill	99121795	07/12/2017		Processing Supplies	-18.79
Bill	99101159	07/12/2017		Processing Supplies	-21.20
TOTAL					-18,383.10
Bill Pmt -Check	28233	07/17/2017	Jess Hogan	Checking	
Bill	7-8-17	07/12/2017		Children's Programming	-50.00
TOTAL					-50.00
Bill Pmt -Check	28234	07/17/2017	John Svoboda	Checking	
Bill	Ukelele	06/23/2017		Youth Services Dept.	-80.00
TOTAL					-80.00
Bill Pmt -Check	28235	07/17/2017	Krista Barbour	Checking	
Bill	7-18-17	06/30/2017		Children's Programming	-50.00
TOTAL					-50.00
Bill Pmt -Check	28236	07/17/2017	Liberty Hall	Checking	
Bill	6-22-17	07/12/2017		YS Summer Reading	-400.00
TOTAL					-400.00
Bill Pmt -Check	28237	07/17/2017	Rick's Concrete Sawing, Inc.	Checking	
Bill	17-1377	07/12/2017		Professional Fees	-200.00
TOTAL					-200.00
Bill Pmt -Check	28238	07/17/2017	Staples Business Advantage	Checking	
Bill	3338951043	06/23/2017		Equipment	-2,884.16
TOTAL					-2,884.16
Bill Pmt -Check	28239	07/17/2017	Zach Silva	Checking	
Bill	REFUND	06/23/2017		Overdues	-27.98
TOTAL					-27.98
Bill Pmt -Check	28240	07/17/2017	Lawrence Rotary Club	Checking	
Bill	126716	07/14/2017		Membership & Dues	-207.00
TOTAL					-207.00

Lawrence Public Library
Check Detail
July 2017

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	28241	07/17/2017	Trettel Design Build Inc.	Checking	
Bill	1025	07/14/2017		Tech Desk Project	-9,984.00
TOTAL					-9,984.00

Lawrence Public Library

Monthly Statistical Summary--June 2017

INDICATOR	June		Percent	YTD	YTD	Percent
	2017	2016	Change	2017	2016	Change
			2016-2017			2016-2017

SUMMARY RATIOS

Service Area Population	97,948	97,669	0%			
User Visits per Capita	8.34	8.47	-2%			
Reference Transactions per Capita	2.16	2.26	-4%			
Program Attendance per Capita	0.84	0.94	-11%			
Circulation per Capita	14.85	15.61	-5%			
Circulation per Visit	1.78	1.84	-3%			
Total Holdings per Capita	2.02	2.06	-2%			
% of Lawrence Residents Registered	67%	65%	3%			

Circulation--Adult Total	78,127	79,532	-2%	435,095	451,250	-4%
Circulation--Young Adult Total	4,854	5,945	-18%	21,611	27,513	-21%
Circulation--Youth Total	38,228	41,574	-8%	179,557	197,312	-9%
Circulation--Total	121,209	127,051	-5%	636,263	676,075	-6%

Reference Transactions	17,600	18,429	-4%	82,156	90,614	-9%
User Visits	68,096	68,967	-1%	337,411	345,587	-2%
LPL Web Site Visits	20,372	31,791	-36%	113,005	110,734	2%

Holdings--Added	2,948	3,461	-15%	19,049	45,934	-59%
Holdings--Withdrawn	7,271	2,860	154%	28,437	14,894	91%
Holdings--Total	198,318	201,279	-1%			

Registered Borrowers--Added	965	1,058	-9%			
Registered Borrowers--Total	81,663	79,327	3%			

Adult Programs	20	33	-39%	140	170	-18%
Young Adult Programs	15	17	-12%	92	84	10%
Youth Programs	83	81	2%	389	371	5%
Senior Programs	13	8	63%	84	79	6%
Total Programs	131	139	-6%	705	704	0%
Total Program Attendance	6,894	7,646	-10%	31,359	31,038	1%
Public Uses of Meeting Rooms	730	704	4%	5,052	4,216	20%

Total Paid Staff (FTE)	63.47	62.61	1%			
Total Number of Employees	92	85	8%			

Lawrence Public Library							
Monthly Statistical Report--June 2017							
	June		Percent		YTD	YTD	Percent
	2017	2016	Change		2017	2016	Change
			2016-2017				2016-2017
OUTPUT MEASURES							
Service Area Population	97,948	97,669	0%				
User Visits per Capita	8.34	8.47	-2%				
Reference Transactions per Capita	2.16	2.26	-5%				
Program Attendance per Capita	0.84	0.94	-10%				
Circulation per Capita	14.85	15.61	-5%				
Total Holdings per Capita	2.02	2.06	-2%				
Collection Turnover--Total	7.44	7.72	-4%				
Collection Turnover--Adult	7.58	7.49	1%				
Collection Turnover--Young Adult	5.23	6.77	-23%				
Collection Turnover--Youth	7.55	8.37	-10%				
Collection Turnover--Audiovisual	12.66	12.27	3%				
CIRCULATION OF LIBRARY MATERIALS							
Circulation--Adult Books and NF Videos	36355	36341	0%		199436	203603	-2%
Circulation--Adult Periodicals	1035	1200	-14%		6271	7677	-18%
Circulation--Adult Feature Films & TV Shows	26453	28163	-6%		152464	160554	-5%
Circulation--Electronic Games	2065	2099	-2%		11103	11904	-7%
Circulation--Adult Music CDs	6114	6851	-11%		34662	42294	-18%
Circulation--Adult Audio Books and Books on CD	6100	4860	26%		31109	25141	24%
Circulation--eReaders	5	18	-72%		50	77	-35%
Circulation--Adult Total	78127	79532	-2%		435095	451250	-4%
Circulation--YA Books and Videos	4543	5481	-17%		20014	25408	-21%
Circulation--YA Periodicals	30	52	-42%		97	109	-11%
Circulation--YA Audio Books and Books on CD	281	412	-32%		1500	1996	-25%
Circulation--YA Total	4854	5945	-18%		21611	27513	-21%
Circulation--Youth Books and Videos	35658	39584	-10%		167548	187608	-11%
Circulation--Youth Periodicals	115	185	-38%		556	722	-23%
Circulation--Youth Music CDs	403	477	-16%		2230	2978	-25%
Circulation--Youth Audio Books and Books on CD	2052	1328	55%		9223	6004	54%
Circulation--Youth Total	38228	41574	-8%		179557	197312	-9%

Lawrence Public Library Monthly Statistical Report	June		Percent	YTD	YTD	Percent
	2017	2016	Change	2017	2016	Change
			2016-2017			2016-2017
Circulation--Bookmobile	984	1112	-12%	5578	6515	-14%
Circulation--Book Lockers	883			2132		
Circulation--Total Books	76556	81406	-6%	386998	416619	-7%
Circulation--Total Periodicals	1180	1437	-18%	6924	8508	-19%
Circulation--Total Audiovisual + Digital	43607	45058	-3%	244210	261908	-7%
Circulation Total	121209	127051	-5%	636263	676075	-6%
Staff Assisted Circulation	4796	1478	224%	26277	9345	181%
Self Check Circulation	92014	98103	-6%	469820	511901	-8%
Percent Self Check	95%	99%	-4%	95%	98%	-4%
Web Site & Telephone Renewals	16259	17799	-9%	96833	111668	-13%
Other Staff Checkouts	99	3583	-97%	550	19455	-97%
Requests Placed	20430	22024	-7%	113806	125184	-9%
Requests Filled	18300	15700	17%	101978	92396	10%
Requests Unclaimed	2779	3092	-10%	14620	18572	-21%
Interlibrary Loan Items Borrowed for LPL Patrons	387	515	-25%	2256	3091	-27%
Interlibrary Loan Items Loaned from LPL Collection	628	674	-7%	3588	4124	-13%
OTHER LIBRARY SERVICES						
User Visits	68096	68967	-1%	337411	345587	-2%
Public Computer Usage	10904	11285	-3%	53275	53739	-1%

Lawrence Public Library Monthly Statistical Report	June		Percent Change	YTD 2017	YTD 2016	Percent Change 2016-2017
	2017	2016				
Adult Reference Transactions	1580	2338	-32%	8859	10532	-16%
Young Adult Reference Transactions	1678	1437	17%	5897	4599	28%
Youth Reference Transactions	2474	2741	-10%	8979	9101	-1%
IT Desk	1637	1441	14%	10791	8695	24%
Welcome Desk	2787	3315	-16%	14043	17328	-19%
Phone Calls	2240	2714	-17%	13428	17963	-25%
Accounts Desk	5204	4443	17%	20159	22396	-10%
Total Reference Transactions	17600	18429	-4%	82156	90614	-9%
Public-Sponsored Uses of Meeting Rooms (Includes Study Rooms)	730	704	4%	5052	4216	20%
LPL Web Site Visits	20372	31791	-36%	113005	110734	2%
RESOURCES						
Holdings--Total	198318	201279	-1%			
Holdings--Adult	125581	130347	-4%			
Holdings--Young Adult	11179	10535	6%			
Holdings--Youth	61558	60397	2%			
Holdings--Audiovisual	41336	44070	-6%			
Holdings--eReaders	11	11	0%			
Holdings Added	2948	3461	-15%	19049	45934	-59%
Holdings Withdrawn (Weeded)	7271	2860	154%	28437	14894	91%
Holdings Net Change	151	601		-4914	31040	
LIBRARY PATRONS						
Total Borrowers	81663	79327	3%			
Borrowers Added	965	1058	-9%	4421	4334	2%
Borrowers Transacting	12314	13874	-11%	76840	66746	15%
Percent of Borrowers Transacting	15%	17%	-14%			
Total Number of Lawrence Residents Registered	66049	63421	4%			
Percent of Lawrence Residents Registered	67%	65%	4%			

Lawrence Public Library Monthly Statistical Report	June		Percent	YTD	YTD	Percent
	2017	2016	Change	2017	2016	Change
			2017-2016			2017-2016
PROGRAMMING						
Number of Adult Programs	20	33	-39%	140	170	-18%
Number of Young Adult Programs	15	17	-12%	92	84	10%
Number of Youth Programs	83	81	2%	389	371	5%
Number of Senior Programs	13	8	63%	84	79	6%
Total Programs	131	139	-6%	705	704	0%
Adult Program Attendance	853	1497	-43%	4607	5701	-19%
Young Adult Program Attendance	379	481	-21%	2590	2122	22%
Youth Program Attendance	5512	5606	-2%	23346	22414	4%
Senior Program Attendance	150	62	142%	816	801	2%
Total Program Attendance	6894	7646	-10%	31359	31038	1%
STAFFING						
Total Paid Staff, in Full-Time Equivalents	63.47	62.61	1%			
ALA-MLS Librarians, in Full-Time Equivalents	18.94	17.95	6%			
Number of Employees--Total	92	85	8%			
Number of Employees--Full-Time	39	39	0%			
Number of Employees--Part-Time	53	46	15%			
Terminations	3	1	200%	5	8	-38%
Hirings	6	2	200%	7	7	0%
Volunteer Hours	983	1241.5	-21%	3824.9	3834	0%

Select Online Statistics June 2017

Kanopy

Visits 434
Pages 596
Play 86
Minutes 3388
Pages per visit 1.37
Play per visit .2

lynda.com

New users 41
Total users 1525
Users who logged in 165
Log ins 688
Hours viewed 324.69
Hours viewed per user 1.97
Hours viewed per log in .47

Library Director's Report for July 2017

Respectfully submitted by Brad Allen

LED Lighting Upgrade Update

We anticipate that the LED lighting upgrade will begin later this month. Current estimated start date is July 24 with an anticipated five days of work. This upgrade should reduce our utility bill considerably.

2018 Budget Update

On July 11, the City Commission voted to authorize the publication the amended budget summary and set a public hearing for August 1. Thus far, our budget allocation from the City continues to sit at \$4,233,000. I don't anticipate any issues at the public hearing, but we will be at the meeting to observe and respond if necessary.

LEED Gold Status Achieved!

We heard very good news from Gould Evans last month that the library has certified as LEED Gold. Library staff is working on a collaborative press release with Gould Evans and the City to let our community know about this exciting achievement. A plaque has been ordered!

Summer Reading Update

Our numbers are looking pretty good midway through summer. Our numbers for adults and teens are up, our numbers for kids are down a bit but we're going to make a big push here at the end to get those numbers higher. It's been a busy summer like always here in the building with events for people of all ages.

One of our biggest successes this summer has been our Game of Gnomes scavenger hunt. We're sending people all over town to ten different parks to find gnomes hidden along the walking paths. The response has been fantastic and the photos we've seen on social media have been adorable. What a great way to get our community out exploring parks they might never have visiting otherwise.

Don't Miss Jimmy Webb!

I am extremely excited about Jimmy Webb's visit to Lawrence on July 19 for our annual 780s Series event! This will be a fantastic, FREE event for the public to see a celebrated songwriter tell story and share some songs. Don't miss out on this unique experience!

Foundation Director's Report – July 14, 2017

Bequest. The Library Foundation is pleased to announce that it has received a \$105,000 gift from the estate of Marjorie Shepoiser. Mrs. Shepoiser was a teacher and community volunteer who has lived in Lawrence since 1993. In his cover note with the gift, her son wrote, “My mother always believed in public libraries and looked forward to visiting your library.” Pattie Johnston, our senior outreach coordinator said that “Miss Marjorie” attended library programs offered at Brandon Woods and often spoke passionately about the power of reading. The Foundation is humbled and grateful that Mrs. Shepoiser chose to support the library in such a generous way.

Tech Desk Project. Brad, Aaron Brumley from our Tech Department, and I have been working with Judy Paley on a project to honor her late husband George. Judy has provided a gift to the Foundation that will be used to build a desk and suite of furniture for the library's Tech Department. The current tech desk is from the Teen Zone in the old library. The new desk and its accompanying pieces will provide a standing desk, a place for patrons to sit and consult with tech librarians, and a copier station. Trettel Design has created the plans and will make the furniture out of local ash wood and other custom materials. Estimated completion is late September.



Constant Givers. At its June meeting, the Foundation Board agreed to create a new donor group called the “Constant Givers.” Named in honor of Lillian Constant, LPL’s librarian from 1919 to 1947, the group consists of donors who have given at least \$25 a year for 10 years or more. The Foundation’s Fundraising Committee strongly believes that these dedicated library supporters should be recognized. Their names will appear in the Foundation’s annual report. Currently there are 16 families that qualify and an additional three to will be added if they give again in 2017. Marjorie Shepoiser was one of the Foundation’s Constant Givers!

Foundation 990. The Foundation’s 2016 form 990 is complete. In reviewing the document, the Finance Committee recommended that the Foundation’s mission statement be updated, particularly in light of the library’s changes to its mission statement. Kate Campbell, Mark Emert, and Fred Atchison will meet and provide recommendations to the board when it reconvenes in August.

Tail Wagging Readers Grant. Hill’s Pet Nutrition has awarded the Library Foundation a \$1,000 grant to support the Tail Wagging Readers program in the children’s department. This monthly programs allows children to read to a trained therapy dog.

MEMORANDUM

TO: Library Board of Trustees

FROM: Brad Allen, Library Director

SUBJECT: Recommended Changes to Employee Health Insurance Premiums

We recently reexamined our staff compensation and benefits survey conducted by Springsted to see how our health care benefits compared to peer libraries. We determined that we are not providing adequate benefits to staff who cover additional dependents on their health insurance coverage.

We recommend increasing the percentage of coverage the library pays for dependents from 60% to 70%. We also recommend instituting a 5% employee share for single coverage of their health insurance premium to help offset the costs of making this change.

Below, please find my recommendation for our new rates for staff, followed by what rates would be if we continued our current practice of free single coverage and 60% library share of premium for dependents.

RECOMMENDED

		Employee Share	Library Share
Single (28)	\$ 437.06	\$ 21.85	\$ 415.21
Employee Plus Children (3)	\$ 915.92	\$ 150.21	\$ 765.71
Employee Plus Spouse (2)	\$ 938.53	\$ 157.00	\$ 781.53
Family (5)	\$ 1,416.16	\$ 300.29	\$ 1,115.87

CURRENT

		Employee Share	Library Share
Single (28)	\$ 437.06	\$ -	\$ 437.06
Employee Plus Children (3)	\$ 915.92	\$ 191.54	\$ 724.38
Employee Plus Spouse (2)	\$ 938.53	\$ 200.59	\$ 737.94
Family (5)	\$ 1,416.16	\$ 391.64	\$ 1,024.52