

TENTATIVE AGENDA

Kansas City Public Library Board of Trustees

Regular Meeting - 4:30 p.m., March 21, 2023
Board Room, Central Library (Baltimore entrance)
14 West 10th Street, Kansas City, MO. 64105

Notice to the Public

All public portions of the meetings are digitally audio recorded. The audio recordings are available for use in-house at the Office of the Chief Executive, 9:00 a.m.–5:00 p.m., Monday-Friday.

- | | | |
|-----|---|------|
| 1.0 | Call to Order | 4:30 |
| 2.0 | Minutes | 4:31 |
| 2.1 | Regular Board Meeting – February 21, 2023 | |
| 2.2 | Building Oversight Committee – March 6, 2023 | |
| 3.0 | Consent Agenda | 4:45 |
| 3.1 | *LBM 4611 – Expenditure Authorization for February 2023 | |
| 3.2 | *LBM 4612 – Financial Reports for February 2023 | |
| 4.0 | Discussion/Action | 5:00 |
| 4.1 | *LBM 4613 – Nonbinding Projected Tax Levy for Tax Year 2023 | |
| 4.2 | *LBM 4614 – Ratification and Approval of Expenditures
from Dutzel’s Catering | |
| 4.3 | *LBM 4615 – Ratification and Approval of Expenditures from
Zimmerman Productions | |
| 4.4 | *LBM 4616 – Ratification and Approval to Contract with University
Health for Peer Navigator Services | |
| 4.5 | *LBM 4617 – Authorization to Contract with Code Koalas for web
development and maintenance services for the Library’s suite of
websites | |
| 4.6 | *LBM 4618 – Authorization to Purchase Study Pods from John A.
Marshall | |
| 5.0 | Presentation | 5:30 |
| 5.1 | 3N Tour | |
| 6.0 | Director’s Report | 5:40 |
| 6.1 | LBM 4619 – Director's Report – February 2023 | |
| 6.2 | 150 Celebration Update | |
| 6.3 | Book Festival Update | |
| 7.0 | Old Business | 5:50 |
| 8.0 | New Business | 5:55 |

9.0 Consideration of a motion to convene in closed session under 610.021 RSMo to discuss real estate, legal and/or personnel issues.

110.0 Adjournment 6:00

* Action required by Board

Next regular Board meeting is scheduled for 4:30 p.m. **Tuesday, April 18, 2023** at the Central Library.

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – February 21, 2023

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, February 21, 2023 at 4:30 p.m. at the Bluford Branch.

MEMBERS PRESENT: Pete Browne, President
Billie Howard Barnes
Laura Dominik
Jonathan Kemper
Claudia Oñate Greim
Denesha Snell
India Williams

MEMBERS NOT PRESENT: Susie Kenney
Michelle Smirnova

STAFF PRESENT: John Herron, Chief Executive
Jensen Adams, Energy and Sustainability Officer
Jessica Addo, Purchasing Manager
Elaine Bilyeu, Outreach Operations Specialist
Sunny Branick, Bluford Branch Manager
Melissa Carle, Director of Information Systems
Courtney Christensen, Philanthropy Department Administrator
and Project Specialist
Carrie Coogan, Deputy Director for Public Affairs and
Community Engagement
Michael Daly, AV Supervisor
Brianna Daniels, Administrative Officer
Crystal Faris, Deputy Director of Youth and Family Engagement
Angela Fencl, Director of Finance
Kim Gile, Branch Services and Engagement Director
Joel Jones, Deputy Director of Library Services
Dawn Mackey, Technical Services Manager
Mary Olive Joyce, Director of Library Outreach & Community
Engagement
Heather Pedersen, Executive Assistant / Manager of Executive
Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
Debbie Siragusa, Assistant Director / Chief Operating Officer
Anthony Trakas, Finance Manager
Karen Whitestone, Health and Wellness Outreach Coordinator

OTHERS PRESENT: Cindy Cart
Pete Lacy
Quynh Phan

Browne called the meeting to order at 4:45 p.m.

Browne turned over chairmanship of the meeting to the Chief Executive for the election of officers. Herron asked for nominations. **Motion by Howard-Barnes to elect the following slate of officers: Laura Dominik, Secretary/Treasurer; Claudia Oñate Greim, Vice President; Pete Browne, President.** Herron asked if there were any discussion. There were none. **The motion to elect the slate of officers as nominated by Howard-Barnes was approved unanimously.** The Chief Executive returned the chairmanship of the meeting to the President. (Note: As a matter of Board convention, the Chair votes only when his/her vote would affect the outcome of the vote. In all "recorded" votes, the vote of the Chair appears only when it has actually been cast and when it has had an effect on the disposition of the motion. Notations of "approved unanimously" mean all members, other than the Chair, voting affirmatively.)

Motion by Dominik to approve the minutes of the January 24th, 2023 Regular Board meeting, the February 4th, 2023 Special Board meeting, and the February 10th, 2023 Executive Committee meeting. Second by Snell. Approved unanimously.

Motion by Snell to approve the Consent Agenda items before the Board. Second by Howard-Barnes. Approved unanimously. The following items were approved as part of the Consent Agenda:

Move approval of the recommendation of the Chief Executive to authorize the following expenditures for January 2023: Payroll (1/12/23 net cash \$344,778 plus taxes \$111,294) and (1/26/23 net cash \$332,427 plus taxes \$119,302) total amount of \$907,801; General Expense Payments including Checks (#9605-9847), in the amount of \$1,490,208. (LBM 4604)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for January 2023. (LBM 4605)

Move approval of the recommendation of the Chief Executive to authorize the contract with and/or make payment to the attached list of vendors in amounts not to exceed those detailed in the attached list of vendors for FY 2022 - 2023. (LBM 4606)

Motion by Dominik to approve the recommendation of the Chief Executive to adopt the Budget Calendar for Fiscal Year 2023-2024. Second by Snell. Approved unanimously. (LBM 4607)

Motion by Snell to approve the recommendation of the Chief Executive to approve the purchase of a Storage Area Network (SAN) and ratify and approve the purchase of other hardware and services from SHI International Corp. (SHI) at an amount not to exceed \$220,000. Second by Dominik. Approved unanimously. (LBM 4608)

Motion by Dominik to approve the recommendation of the Chief Executive purchase modular workstations from Pure Workplace Solutions for the staff space portion of the renovation of the north end of Central's third floor at a cost not to exceed \$64,000. Second by Snell. Approved unanimously. (LBM 4609)

Browne introduced Sunny Branick, the Bluford Branch Manager. Branick reported that over 9,000 active library cardholders use the Bluford Branch as their home library. The Bluford Branch serves patrons in the 3rd, 4th, and 5th Districts, making its service area the largest of all the Library Branches. With only 58.41% of the population near Bluford having access to the internet at home, the Bluford Branch saw over 18,000 computer sessions in 2022, second only to the Plaza Branch. Branick described the regular programs and services provided at the Bluford Branch, including Kids' Café, Peer Navigators, access to a public phone, Video Game Club, Legal Aid, and NickiFit fitness classes. The public phone at Bluford had such a high demand that a second phone was added in December 2022. The Peer Navigator program is a partnership with University Health to provide crisis intervention via de-escalation and trauma-informed techniques to decrease incidents and reduce behaviors that lead to barriers to services. This helps to reach patrons who are in need of assistance and provide a connection and support beyond what library staff can provide. The Health Forward Foundation funded a grant of \$75,000 to provide a year of Peers at Bluford with the goal to bring the program to other branches in the future. Siragusa shared that the Library has acquired property near Bluford and additionally is in the process of acquiring three lots. The properties will allow the Library to expand services at the Bluford Branch.

During the February 4, 2023, Special Board meeting, the Board agreed that the Bylaws and Policies needed to be reviewed. Browne asked Dominik to chair a new committee to review the Board Bylaws and Policies.

Motion by Snell to adjourn. Second by Dominik. Approved unanimously.

The meeting adjourned at 5:22 p.m.

Secretary

Date

COMMITTEE NOTES

Building Oversight Committee Meeting Kansas City Public Library Board of Trustees March 6, 2023

The Building Oversight Committee of the Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Monday, March 6, 2023 at 1:00 p.m. at the Central Library, 14 West 10th Street, Kansas City, MO., 64105.

MEMBERS PRESENT: Denesha Snell (Chair)
Pete Browne, President
Claudia Oñate Greim

OTHER TRUSTEES PRESENT: Laura Dominik
Jonathan Kemper

STAFF PRESENT: John Herron, Chief Executive
Mike Daly, AV Supervisor
Brianna Daniels, Administrative Officer
Crystal Faris, Deputy Director of Youth & Family Engagement
Jerry Houchins, Director of Building Operations
Joel Jones, Deputy Director of Library Services
Heather Pedersen, Executive Assistant / Manager of Executive Services
Margaret Perkins-McGuinness, Deputy Director for Philanthropy
Debbie Siragusa, Assistant Director / Chief Operating Officer
Amanda Quance, Manager of Special Projects

OTHERS PRESENT: Jenn Isom

Snell called the meeting to order at 1:01 p.m.

Oñate Greim arrived at 1:02 p.m.

Siragusa introduced Jenn Isom from Isom Collective. Isom described the recommended changes to the layout of the 3 North space and the different pieces of furniture selected for the space.

Trustees and Library staff toured the 3 North space with Isom from 1:15 p.m. to 1:35 p.m.

Kemper left at 1:16 p.m.

Isom showed the different materials and colors recommended be used in the 3 North space.

Oñate Greim left at 1:45 p.m.

Discussing other projects, Siragusa reported that the study pods purchased for the Plaza and Waldo branches have been consistently in use. Branch Managers have visited the pods and shared their feedback about the effectiveness and interest in purchasing more for the branches. Siragusa described the five study pods that the Library is interested in purchasing for the other branches and will bring to the Board at a future board meeting.

With all scheduled business completed, Snell adjourned the meeting at 2:02 p.m.

Denesha Snell, Chair
Building Oversight Committee

Date

ACTION ITEM – CONSENT AGENDA

March 21, 2023

Library Board Memo No. 4611

TO: Board of Trustees, Kansas City Urban Public Library District

FROM: John Herron, Chief Executive

RE: Expenditure Authorization for February 2023

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to authorize the following expenditures for February 2023: Payroll (2/9/23 net cash \$309,347 plus taxes \$107,218) and (2/23/23 net cash \$316,375 plus taxes \$110,988) total amount of \$843,928; General Expense Payments including Checks (#10060-10263), in the amount of \$1,353,124.

ATTACHMENTS: Vendors with Monthly Activity in Excess of \$5,000

SUMMARY: Payroll for February 2023 included two payroll periods in the total amount of \$843,928. When all currently active positions on the Table of Organization are filled, the Library's FTE count will be within the authorized level of 235.855 FTEs.

General expenses payments for February 2023, which include checks and bank transfer payments in the amount of \$1,353,124 have been reviewed and paid. The financial reports for February indicate the general areas of expenditure.

All financial records and details related to these expenditures are available in the Finance Office for inspection. Adoption of the above resolution will satisfy the Board's "due authorization" under Section 182.711(3) RSMo.

Kansas City Public Library
Vendors with Activity in Excess of \$5000
For the Month of February 2023

Vendor	Amount	Codes	Description
ABM Onsite Services	22,768.60 C	5641-Custodial-Contract	Building Cleaning Service
All Copy Products Inc.	7,340.59 A	5550-IT Hardware Maint. & Repairs	Copiers & Printer Leases
Amazon Capital Services Inc.	7,728.80	5520-Programming/Promotion-General	Supplies for Programming
Baker And Taylor	106,541.76 C	5400-Materials	
Central Parking Systems	6,191.50 C	2651-Other Payroll Deduction	Monthly Employee Parking & Event Parking
City Wide Maintenance Company	26,050.00 C	5641-Custodial-Contract	Janitorial Service for Branches
Critical Media	6,000.00	5560-Contracted Services-General	Media Impact Tracking Platform
Downtown Kansas City Council	22,325.00 C	5564-Contracted Services-Security	Central Security
Dutzel's Catering	7,324.50	5522-Programming/Promotion-Food & Supplies	Catering
Electronics Supply Co.	3,230.96	5505-General Supplies	Facility Supplies
Electronics Supply Co.	3,363.61	5506-Computer Supplies	IT Supplies
Evergreen Flooring LLC	30,132.72 A	5655-Maintenance & Repairs-Building	3 North Remodel-Carpet Replacement
Evergy	25,497.96 C	5600-Utilities	Electric
Extreme Restoration and Remediation LLC	42,952.94	5655-Maintenance & Repairs-Building	Southeast mold remediation
Haynes Consulting Group LLC	10,335.00	5561-Contracted Services-Software	Philanthropy Consulting Services
Humana Insurance Company	167,089.41 P	2650-Medical Insurance Payable	Employee Health Insurance
Hunter Brothers Lawn Service	16,251.00 C	5649-Contract Maintenance-Grounds	Snow/Ice Removal - Various Branches
ING 457	10,708.68 P	2600-Def Comp/TSA Payable	Employee Voluntary Deferred Compensation
Kanopy LLC	7,110.00	5400-Materials	
KC School District - Retirement	159,018.29 P	2580-Retirement Deduction Payable	Employee Retirement
Kenton Bros Lock Co.	5,290.06	5655-Maintenance & Repairs-Building	Lock Repairs & Key Replacements
KJR Consulting LLC	5,533.23	5535-Professional Services-Consulting	DEI Consulting
Lockton Companies	13,794.00 A	5680-Insurance	
Mid-America Library Alliance (MALA)	9,049.95 C	5560-Contracted Services-General	Courier Services
Midwest Tape	37,640.74 C	5400-Materials	
Millicare Textile and Carpet Care	7,648.83	5648-Contract Maintenance	Carpet Cleaning - Various Branches
Modern Litho Kansas City	20,174.85	5512-Printing/Production	Catalog, Bookmarks, Cards & Posters
Overdrive	64,513.03 C	5400-Materials	
Paylocity Corporation	7,885.91 P	5561-Contracted Service-Software	Payroll Processing
Plaza Colonnade LLC	9,712.86 C	5600-Utilities	
Plaza Colonnade LLC	11,366.67 C	5650-Contract Maintenance-Equipment	Operating Costs - Plaza Colonnade
Polsinelli PC	12,662.11	5533-Legal Services	
Rensenhouse Electric Supply	6,816.79	5655-Maintenance & Repairs-Building	3 North Remodel-Electrical Supplies
RSM McGladrey Inc.	26,375.33 C	5561-Contracted Services-Software	Managed IT Services
SHI International Corp	5,481.65 A	5506-Computer Supplies	Replacement UPS & Batteries
SODEXO Inc at UMKC	5,877.75	5522-Programming/Promotion-Food & Supplies	Catering - Writers for Readers
Spire Missouri Inc.	8,440.64	5620-Gas	
T-Mobile USA Inc	21,055.12 C	5630-Telecommunications	ECF Chromebooks and other services
Titan Protection and Consulting Inc.	15,163.98 C	5564-Contracted Services-Security	Branch Security
UMB Bank-Tax Saving Plan	5,134.26 P	2640-Tax Savings Plan Payable	Employee Tax Savings Contributions
Unique Integrated Communications Inc.	5,335.81	5561-Contracted Services-Software	Live Answer Phone Service
Unite Private Networks LLC UPN	6,273.50 C	5630-Telecommunications	UPN WAN Monthly Charges
University Health	5,755.00	5520-Programming/Promotion-General	Peer Navigators at Bluford
Vicinity Energy Kansas City Inc.	13,323.01 C	5600-Utilities	Steam
VISA	41,275.34	Various	
		5,615.37 5520-Programming/Promotion-General	Programming Supplies & Patron Support
		4,259.77 5522-Programming/Promotion-Food & Supplies	Programming Food & Catering
		4,021.58 5560-Contracted Services-General	VISTA Cost Share, Expensify & Web Hosting
		3,941.61 5505-General Supplies	Fruit Baskets, Nametags & Tools
			Black Archives, JCCC Conteducation, Safety Summit, ASC 2023
		3,743.16 5540-Registration - Conference & Continuing Education	National Service, COSUGI, MLA & MOREnet
		5521-Programming/Promotion-Speaker & Travel	
		2,898.27 Travel	Event Speaker Airfare & Hotel
		2,158.00 5500-Advertising	Jobtarget, Event Ads, MAIL CHIMP & Nonprofit Connect
			Travel/Mileage, Postage, Printing, Computer Supplies, IT Software,
			Office Supplies, Vehicle Expenses, Membership Dues, Food,
			Library Materials & Exhibits
		14,637.58 Various	
		41,275.34	
Wilson Group Inc.	192,416.56 A	5560-Contracted Services-General	3 North Renovation
	1,251,958.30		

*** Notes**

A - Board Action - Specifically approved by Board action.

C - Board Consent - Approved under a continuing contract or agreement by the Board.

P - Payroll - Payroll related Payments

All others are payments which in the aggregate exceed \$5,000 for month.

Library Board Memo No. 4612

TO: Board of Trustees, Kansas City Urban Public Library District
FROM: John Herron, Chief Executive
RE: Financial Reports for February 2023

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to accept the attached financial reports for February 2023.

ATTACHMENTS: Combined Balance Sheet (All Fund Types)
Combined Statement of Revenues & Expenditures – General Fund
Combined Statement of Revenues & Expenditures All Fund Types
& Funds Held at GKCCF
Combined Statement of Revenues & Expenditures All Fund Types
Year-to-date
Special Accounts Report
Statements on endowment funds held by Community Foundation:
Kansas City Library Family of Funds – Statement of Financial
Position
Kansas City Library Family of Funds – Statement of Fund Activity
Summary Report on Contracted Operations

SUMMARY: The Combined Balance Sheet represents the Library's financial position (un-audited) on February 28, 2023. The library currently has approximately \$38 million in “Deposits and Investments” with a large portion of that amount invested in short-term securities. The "Current Year Surplus/Deficit" line displays a surplus of \$8,815,625 which is less than the year-to-date surplus of \$10,869,007 from last year primarily due to activity last year in the Capital Development and the receipt of a large bequest.

The Combined/Comparative Statement of Revenues and Expenditures (General Fund) reflects activity for the current and previous fiscal years. Operating revenues for the month totaled \$1,851,965 bringing the year-to-date total revenues to \$24,496,632 – 90.81% of budget. Total expenditures for the month were \$2,144,916, bringing the year-to-date expenditures to \$16,929,009 which represents 63.88% of budget. A summary schedule of the General Fund is presented below.

A Combined Statement of Revenues & Expenditures, All Fund Types & Funds Held at the Greater Kansas City Community Foundation (GKCCF) is presented in a monthly format (pg 11). This is an informational report as we have included accounts held at the GKCCF where the principal balance is controlled by or can be drawn and used by the Library.

The Special Accounts report details activity for all special accounts. The internal endowment fund currently stands at \$3,215,735. Additional funds are held for the Library by the Community Foundation as detailed in the attached statements.

GENERAL FUND SUMMARY

Feb-23

	Annual Budget	Year to Date	% of Budget	Prior Year	Changes
Property Taxes	25,804,378	23,413,457	90.37%	22,259,099	1,154,448
All Other Categories	1,171,198	1,083,085	92.48%	525,048	558,037
Total Revenues	26,975,576	24,496,632	90.81%	22,784,147	1,712,485
Salaries & Fringe Benefits	16,301,848	10,144,873	62.23%	9,039,465	1,105,408
All Other Categories	10,617,740	6,990,047	65.83%	5,481,715	1,508,332
Total Transfers & Expenses	26,919,588	17,134,920	63.65%	14,521,180	2,613,740

February - 8 of
12 months

67%

**KANSAS CITY PUBLIC LIBRARY
COMBINED BALANCE SHEET -- ALL FUNDS
February 28th, 2023**

	Governmental Fund			Enterprise Fund	Combined Totals	
	General	Other Governmental	Endowment	Parking Garage	2/28/2023	2/28/2022
ASSETS						
Deposits and Investments	22,735,329	11,470,392	3,216,947	511,433	37,934,101	34,849,553
Receivables (net of allowance for uncollectibles):				-		
Property Taxes	1,171,465	-	-		1,171,465	1,184,629
Due From Other Governments					-	
Other	84,673	(14,535)	-	21,140	91,278	66,273
Land	3,529,876	552,201	-	2,520,000	6,602,077	6,049,876
Other Capital Assets, net of depreciation	42,215,887	-	-	1,397,446	43,613,333	45,527,102
					-	
Total Assets	69,737,230	12,008,058	3,216,947	4,450,019	89,412,254	87,677,433
LIABILITIES AND FUND EQUITY						
Liabilities:						
Accounts Payable	127,415	12,136	-	5,882	145,433	63,767
Accrued Salaries and Payroll Taxes	460,602	2,339	-	-	462,941	554,204
Deferred Revenue	910,724	(1,490)	-	-	909,234	742,070
Other Payables	43,600	-	-	-	43,600	4,393
Pension Payable	(32,601)	-	-	-	(32,601)	(5)
Increase/Decrease in Investment	(585)	-	-	-	(585)	(586)
Total Liabilities	1,509,155	12,985	-	5,882	1,528,022	1,363,843
Fund Equity:						
Investment in General Fixed Assets	45,745,771			3,917,446	49,663,217	51,577,367
Fund Balance:						
Reserved for Retirement System Contribution					-	
Reserved for Capital Expenditures	-	-	-	-	-	-
Reserved for Endowment			3,002,079		3,002,079	3,001,949
Reserved for Bond Issuance					-	
Unreserved:						
Designated for Compensated Absences	2,030,736	-			2,030,736	1,758,503
Designated for Tax Protest - General					-	
Designated for Capital Replacement		-	-	-	-	-
Undesignated (Deferred Revenue)	13,089,856	10,699,155	127,962	455,602	24,372,575	19,106,764
Current Year Surplus/(Deficit)	7,361,712	1,295,918	86,906	71,089	8,815,625	10,869,007
Total Fund Equity	68,228,075	11,995,073	3,216,947	4,444,137	87,884,232	86,313,590
Total Liabilities and Fund Equity	69,737,230	12,008,058	3,216,947	4,450,019	89,412,254	87,677,433

Note:
Unaudited

Kansas City Public Library

COMBINED STATEMENT OF REVENUES AND EXPENDITURES

FOR THE MONTH AND YEAR AS OF FEBRUARY 2023

	Budget	Current Month	Year to Date	% of Budget		Prior Year	Changes
Revenues							
Property Taxes							
4510 - CURRENT TAXES	23,282,878	442,639	20,987,538	90.14 %		19,697,179	1,290,360
4515 - PROTESTED TAXES	(200,000)	0	67,829	(33.91) %		147,898	(80,070)
4520 - BACK TAXES	1,200,000	75,725	954,256	79.52 %		1,068,286	(114,030)
4530 - IN LIEU OF TAXES	200,000	7,988	229,736	114.87 %		135,651	94,084
4540 - REPLACEMENT TAXES	1,120,000	1,120,190	1,120,190	100.02 %		1,086,791	33,400
4550 - FINANCIAL INSTITUTION TAXES	200,000	0	53,998	27.00 %		123,294	(69,297)
4560 - INTEREST DISTRIBUTION (County)	1,500	0	0	0.00 %		0	0
Total Property Taxes	25,804,378	1,646,542	23,413,547	90.73 %	(1)	22,259,099	1,154,447
Interest							
4570 - INTEREST ON INVESTMENTS	75,000	92,969	340,458	453.94 %	(2)	45,612	294,847
Total Interest	75,000	92,969	340,458	453.94 %		45,612	294,847
Contributions							
4600 - CONTRIBUTION	200,000	5,271	68,999	34.50 %		87,027	(18,028)
Total Contributions	200,000	5,271	68,999	34.50 %		87,027	(18,028)
Charges for Services							
4700 - FINES AND FEES	5,000	653	5,238	104.76 %	(3)	3,417	1,821
4710 - PHOTOCOPYING AND PRINTING	45,000	1,311	13,016	28.92 %		11,118	1,898
4715 - AUTOMATED SYSTEM INCOME - FEES	159,360	1,328	154,048	96.67 %	(1)	204,910	(50,862)
4720 - DOCUMENT DELIVERY	1,500	39	253	16.87 %		263	(10)
4750 - CAFÉ SALES	15,000	0	0	0.00 %		0	0
4780 - ROOM RENTAL INCOME	70,000	7,870	61,602	88.00 %	(3)	12,565	49,037
Total Charges for Services	295,860	11,201	234,157	79.14 %		232,273	1,884
State and Federal Funds							
4850 - E-RATE DISTRIBUTIONS	115,338	74,715	108,112	93.73 %		0	108,112
4860 - STATE GRANTS - STATE AID	165,000	0	82,168	49.80 %		54,691	27,477
4861 - STATE GRANTS - ART & ENTERTAINER AIDE	160,000	0	80,000	50.00 %		21,000	59,000
4865 - OTHER GRANTS							
Total State and Federal Funds	440,338	74,715	270,280	61.38 %		75,691	194,589
Others							
Miscellaneous	30,000	4	56,578	188.59 %		7,114	49,464
Postage Revenue	30,000	2,059	15,623	52.08 %		15,400	223
Passport Revenue	100,000	19,204	96,990	96.99 %	(3)	61,931	35,059
Total Others	160,000	21,267	169,191	105.74 %		84,445	84,746
Total Revenues	26,975,576	1,851,965	24,496,632	90.81 %		22,784,147	1,712,485
Expenses							
Salaries							
Full-time Salaries	10,298,032	746,750	6,384,480	62.00 %		5,655,748	728,732
Part-time Salaries	1,984,110	118,292	1,075,194	54.19 %		1,094,158	(18,963)
Substitute	100,000	15,150	127,415	127.42 %		81,299	46,115
Total Salaries	12,382,142	880,192	7,587,089	61.27 %		6,831,205	755,884
Fringe Benefits							
5330 - FICA	897,528	63,854	549,361	61.21 %		493,121	56,240
5331 - WORKER'S COMPENSATION	57,281	0	61,285	106.99 %	(1)	51,512	9,773
5333 - UNEMPLOYMENT	10,000	0	0	0.00 %		471	(471)
5334 - RETIREMENT	1,225,730	91,140	732,421	59.75 %		637,945	94,475
5335 - TAX SAVINGS PLAN							
5336 - HEALTH AND WELFARE INSURANCE	1,710,667	137,171	1,204,404	70.41 %		1,013,160	191,245
5337 - EMPLOYEE ASSISTANCE PROGRAM	7,000	0	5,927	84.67 %		3,723	2,205
5338 - PART TIME SUBSIDY	6,500	0	1,836	28.25 %		3,228	(1,393)
5340 - EDUCATIONAL ASSISTANCE	5,000	0	2,550	51.00 %		5,100	(2,550)
Total Fringe Benefits	3,919,706	292,165	2,557,784	65.25 %		2,208,260	349,524

Library Materials						
5400 - LIBRARY MATERIALS	1,732,500	194,874	1,342,606	77.50 %	1,262,259	80,347
5402 - FREIGHT-LIBRARY MATERIALS	2,500	24	527	21.08 %	844	(317)
5403 - LIBRARY MATERIALS PROCESSING	250,000	22,879	133,210	53.28 %	123,149	10,060
5404 - BINDERY/PRESERVATION	9,000	0	802	8.91 %	0	803
5405 - DIGITAL DATABASES	300,000	2,158	229,534	76.51 % (1)	196,348	33,186
Total Library Materials	2,294,000	219,935	1,706,679	74.40 %	1,582,600	124,079
General Operating						
5500 - ADVERTISING	25,500	2,355	11,888	46.62 %	4,496	7,392
5501 - COST OF FOOD SALES	10,000	0	0	0.00 %	0	0
5505 - GENERAL SUPPLIES	84,400	11,298	76,810	91.01 %	72,775	4,035
5506 - COMPUTER SUPPLIES	22,199	3,934	22,841	102.89 % (3)	11,471	11,369
5507 - OFFICE SUPPLIES	76,249	7,942	49,775	65.28 %	40,390	9,386
5508 - FURNITURE & EQUIPMENT (NON-CAPITALIZED)	36,000	11,509	49,831	138.42 % (3)	31,703	18,128
5509 - BUSINESS MEETING - FOOD & SUPPLIES	28,399	596	13,067	46.01 %	15,447	(2,381)
5510 - POSTAGE	86,619	2,872	54,320	62.71 %	20,476	33,845
5512 - PRINTING/PRODUCTION	59,750	11,364	50,350	84.27 %	57,141	(6,791)
5513 - PRINTING EVENT CALENDAR	48,000	4,159	38,483	80.17 %	0	38,484
5520 - PROGRAMMING/PROMOTION - GENERAL	239,089	4,664	126,173	52.77 %	57,717	68,455
5521 - PROGRAMMING/PROMOTION - SPEAKER FEES & TRAVEL	117,000	1,728	13,068	11.17 %	31,136	(18,068)
5522 - PROGRAMMING/PROMOTION - FOOD & SUPPLIES	42,600	571	69,721	163.66 % (3)	4,778	64,942
5530 - EXHIBITS	10,000	3,947	18,064	180.64 % (3)	2,947	15,118
5533 - LEGAL SERVICES	49,999	4,911	36,702	73.41 %	37,088	(385)
5534 - AUDIT EXPENSES	50,000	0	78,105	156.21 %	47,483	30,621
5535 - PROFESSIONAL SERVICES - CONSULTING	121,500	5,533	175,540	144.48 % (4)	115,133	60,407
5538 - BANKING CHARGES	22,500	2,209	16,989	75.51 %	13,987	3,001
5540 - REGISTRATION - CONFERENCE & CONTINUING EDUCATION	51,900	2,370	29,769	57.36 %	14,455	15,314
5541 - TRAVEL/MILEAGE	49,198	10,571	43,722	88.87 %	6,257	37,466
5545 - MEMBERSHIP DUES	35,885	67	27,207	75.82 %	21,443	5,764
5548 - RENTAL OF EQUIPMENT	6,299	0	4,277	67.90 %	9,578	(5,300)
5550 - IT HARDWARE MAINT & REPAIRS	178,606	9,722	186,511	104.43 % (1)	165,245	21,264
5551 - IT SOFTWARE MAINT CONTRACTS/SERVICES	430,000	1,105	308,073	71.64 %	343,085	(35,011)
5552 - IT SOFTWARE - NON CAPITALIZED	79,000	(59)	51,558	65.26 %	48,032	3,526
5555 - ELECTRONIC CATALOGING	41,000	185	33,788	82.41 %	46,508	(12,720)
5558 - VEHICLE EXPENSES	31,500	3,929	23,804	75.57 %	16,558	7,246
5560 - CONTRACTED SERVICES - GENERAL	452,750	286,391	529,575	116.97 % (3)	250,501	279,074
5561 - CONTRACTED SERVICES - SOFTWARE	735,262	57,254	396,016	53.86 %	422,614	(26,598)
5563 - CONTRACTED SERVICES - SPECIAL EVENTS - SECURITY	9,499	523	2,948	31.03 %	2,140	808
5564 - CONTRACTED SERVICES - SECURITY	786,072	51,534	450,791	57.35 %	402,350	48,440
5571 - RECRUITMENT	7,500	0	5,448	72.64 %	19,401	(13,952)
5590 - MISCELLANEOUS	0	6,818	64,329	0.00 %	8,891	55,438
Total General Operating	4,024,285	510,002	3,059,543	76.03 %	2,341,226	718,317
Building Operations and Maintenance						
5600 - UTILITIES	814,800	51,443	401,051	49.22 %	424,014	(22,963)
5610 - WATER	71,400	3,853	41,934	58.73 %	51,706	(9,772)
5620 - GAS	35,600	8,440	25,374	71.28 %	20,312	5,062
5630 - TELECOMMUNICATIONS	274,822	15,382	156,188	56.83 %	150,196	5,993
5640 - CUSTODIAL - NON CONTRACT	10,000	0	0	0.00 %	0	0
5641 - CUSTODIAL - CONTRACT	430,438	47,318	363,402	84.43 %	226,396	137,006
5648 - CONTRACT MAINTENANCE - BUILDING	49,000	5,614	60,298	123.06 % (3)	37,610	22,687
5649 - CONTRACT MAINTENANCE - GROUNDS	80,000	18,831	53,364	66.71 %	54,459	(1,095)
5650 - CONTRACT MAINTENANCE - EQUIPMENT	194,413	11,367	88,947	45.75 %	86,807	2,141
5655 - MAINTENANCE & REPAIRS - BUILDING	120,000	44,339	182,292	151.91 %	74,153	108,137
5658 - MAINTENANCE & REPAIRS - GROUNDS	9,000	1,500	21,119	234.66 %	7,665	13,455
5660 - MAINTENANCE & REPAIRS - EQUIPMENT	90,000	16,249	212,431	236.03 %	116,570	95,861
5680 - INSURANCE	210,000	11,436	204,995	97.62 %	178,991	26,004
5685 - LEASE PURCHASE	551,296	0	15,648	2.84 %	20,496	(4,848)
5690 - PROPERTY RENTAL	68,886	1,500	46,291	67.20 %	45,705	586
5696 - PARKING - SPECIAL EVENTS	71,800	5,350	45,294	63.08 %	15,235	30,059
Total Building Operations and Maintenance	3,081,455	242,622	1,918,628	62.26 %	1,510,315	408,313
Capital Outlay						
5700 - CAPITAL OUTLAY - CONSTRUCTION & OTHER IMPROVEMENTS						

5710 - CAPITAL OUTLAY - FURNITURE & EQUIPMENT
5715 - CAPITAL OUTLAY - IT EQUIPMENT
5716 - CAPITAL OUTLAY - IT SOFTWARE
5790 - DEPRECIATION

Total Capital Outlay

Others

5820 - GAIN/LOSS ON CAPITAL DISPOSAL
5825 - UNREALIZED GAIN/LOSS

Total Others

Total Expenses

Transfers

7100 - TRANSFER IN
7200 - TRANSFER OUT

Total Transfers

NET SURPLUS (DEFICIT)

500,000	0	96,207	19.24 %	46,660	49,548
300,000	0	3,079	1.03 %	5,440	(2,363)
800,000	0	99,286	12.41 %	52,100	47,185
0	0	0		381	(380)
0	0	0	0.00 %	381	(380)
26,501,588	2,144,916	16,929,009	63.88 %	14,526,087	2,402,922
(582,000)	0	(294,089)	50.53 %	(4,792)	(289,297)
1,000,000	0	500,000	50.00 %	(115)	500,115
418,000	0	205,911	49.26 %	(4,907)	210,818
55,988	(292,951)	7,361,712	13,148.73 %	8,262,967	(901,255)

- (1) Due to Timing / Annual Contracts
(2) Increasing Interest Rates
(3) Increased Operations
(4) DEI/Race-Equity Consulting

Kansas City Public Library
Combined Statement of Revenues and Expenditures (Including Funds Held at GKCCF)
All Fund Types - Month of 2/28/2023

	General	Endowment	Gifts/Grants*	Capital Project	Parking Garage		KCPL Foundation Held at GKCCF		TOTAL
Revenues									
Total Property Taxes	1,646,542.00	0.00	0.00	0.00	0.00		0.00		1,646,542.00
Total Interest	92,969.00	45,424.00	255,019.00	0.00	0.00		9,934.65		403,346.65
Total Contributions	5,271.00	10.00	30,529.00	0.00	0.00		0.00		35,810.00
<i>Appeals & Other</i>	<i>5,271.00</i>	<i>10.00</i>	<i>13,600.00</i>	<i>0.00</i>	<i>0.00</i>		<i>0.00</i>		18,881.00
<i>Judith & Matt Flynn Fund</i>			<i>10,929.00</i>						
<i>ProLiteracy Worldwide Gift</i>			<i>6,000.00</i>						
Total Charges for Services	11,201.00	0.00	0.00	0.00	38,000.00		0.00		49,201.00
Total State and Federal Funds	74,715.00	0.00	(28,524.00)	0.00	0.00		0.00		46,191.00
<i>E-Rate & Other</i>	33,397.49		1,903.06						
<i>ECF Correction</i>	41,316.96		(41,316.96)						
<i>Americorps</i>			<i>7,277.90</i>						
<i>MARC Bailer</i>			<i>3,612.00</i>						
Total Others /Transfers	21,267.00	0.00	0.00	0.00	0.00		0.00		21,267.00
Total Revenues	1,851,965.00	45,434.00	257,024.00	0.00	38,000.00		9,934.65		2,202,357.65
Expenses									
Total Salaries	880,192.00	0.00	13,144.00	0.00	0.00		0.00		893,336.00
Total Fringe Benefits	292,165.00	0.00	378.00	0.00	0.00		0.00		292,543.00
Total Library Materials	219,935.00	0.00	18,739.00	0.00	0.00		0.00		238,674.00
Total General Operating	510,002.00	0.00	23,865.00	11,559.00	36,059.00		3,896.51		585,381.51
Total Building Oper.and Maint.	242,622.00	0.00	18,864.00	0.00	0.00		0.00		261,486.00
Total Capital Outlay	0.00	0.00	0.00	0.00	0.00		0.00		0.00
Total Others	0.00	0.00	0.00	0.00	0.00		0.00		0.00
Total Transfers	0.00	0.00	0.00	0.00	0.00		0.00		0.00
Total Expenses	2,144,916.00	0.00	74,990.00	11,559.00	36,059.00		3,896.51		2,271,420.51

*Includes Swanson Sanders Fund Held at GKCCF

**Kansas City Public Library
Combined Statement of Revenues and Expenditures
All Fund Types YTD February 2023**

	General	Endowment	Gifts/Grants	Capital Development	Parking Garage	22-23 YTD	21-22 YTD
Revenues							
Property Taxes							
4510 - CURRENT TAXES	20,987,538	-	-	-	-	20,987,538	19,697,179
4515 - PROTESTED TAXES	67,829	-	-	-	-	67,829	147,898
4520 - BACK TAXES	954,256	-	-	-	-	954,256	1,068,286
4530 - IN LIEU OF TAXES	229,736	-	-	-	-	229,736	135,651
4540 - REPLACEMENT TAXES	1,120,190	-	-	-	-	1,120,190	1,086,791
4550 - FINANCIAL INSTITUTION TAXES	53,998	-	-	-	-	53,998	123,294
4560 - INTEREST DISTRIBUTION (County)							
Total Property Taxes	23,413,547	-	-	-	-	23,413,547	22,259,099
Interest							
4570 - INTEREST ON INVESTMENTS	340,458	107,296	308,465	-	-	756,219	51,605
Total Interest	340,458	107,296	308,465	-	-	756,219	51,605
Contributions							
4600 - CONTRIBUTION	68,999	85	379,316	-	-	448,400	2,820,022
Total Contributions	68,999	85	379,316	-	-	448,400	2,820,022
Charges for Services							
4700 - FINES AND FEES	5,238	-	-	-	-	5,238	3,417
4710 - PHOTOCOPYING AND PRINTING	13,016	-	-	-	-	13,016	11,117
4715 - AUTOMATED SYSTEM INCOME - FEES	154,048	-	-	-	-	154,048	204,911
4720 - DOCUMENT DELIVERY	253	-	-	-	-	253	263
4750 - CAFÉ SALES							
4755 - PARKING GARAGE OPERATING REVENUE	-	-	-	-	349,007	349,007	311,437
4780 - ROOM RENTAL INCOME	61,602	-	-	-	-	61,602	12,565
Total Charges for Services	234,157	-	-	-	349,007	583,164	543,710
State and Federal Funds							
4850 - E-RATE DISTRIBUTIONS	108,112	-	-	480,098	-	588,209	-
4855 - FEDERAL GRANTS	-	-	171,191	-	-	171,191	19,240
4860 - STATE GRANTS - STATE AID	82,168	-	-	-	-	82,168	54,691
4861 - STATE GRANTS - ART & ENTERTAINER AIDE	80,000	-	-	-	-	80,000	21,000
4862 - STATE GRANTS - LSTA	-	-	332,191	-	-	332,190	84,555
4863 - STATE GRANTS - OTHER	-	-	13,569	-	-	13,570	-
4865 - OTHER GRANTS	-	-	1,070,767	-	-	1,070,767	820,955
Total State and Federal Funds	270,280	-	1,587,718	480,098	-	2,338,095	1,000,441
Others							
Miscellaneous	56,578	-	-	-	-	56,579	7,114
4901 - POSTAGE REVENUE	15,623	-	-	-	-	15,622	15,400
4902 - PASSPORT REVENUE	96,990	-	-	-	-	96,990	61,930
Total Others	169,191	-	-	-	-	169,191	84,444
Total Revenues	24,496,632	107,381	2,275,499	480,098	349,007	27,708,616	26,759,321
Expenses							
Salaries							
5300 - FULL TIME SALARIES	6,384,480	-	192,389	-	-	6,576,869	5,802,088
5310 - PART TIME SALARIES	1,075,194	-	3,184	-	-	1,078,378	1,101,341
5319 - REPLACEMENT COMPENSATION	-	-	-	-	-	-	25,420
5320 - SUBSTITUTE	127,415	-	-	-	-	127,415	81,299
Total Salaries	7,587,089	-	195,573	-	-	7,782,662	7,010,148
Fringe Benefits							
5330 - FICA	549,361	-	14,673	-	-	564,034	506,509
5331 - WORKER'S COMPENSATION	61,285	-	-	-	-	61,285	51,512
5333 - UNEMPLOYMENT	-	-	-	-	-	-	471
5334 - RETIREMENT	732,421	-	15,141	-	-	747,561	651,865
5335 - TAX SAVINGS PLAN							
5336 - HEALTH AND WELFARE INSURANCE	1,204,404	-	1,036	-	-	1,205,441	1,025,248
5337 - EMPLOYEE ASSISTANCE PROGRAM	5,927	-	-	-	-	5,927	3,722
5338 - PART TIME SUBSIDY	1,836	-	-	-	-	1,836	3,229
5340 - EDUCATIONAL ASSISTANCE	2,550	-	1,800	-	-	4,350	6,000
Total Fringe Benefits	2,557,784	-	32,650	-	-	2,590,434	2,248,556
Library Materials							
5400 - LIBRARY MATERIALS	1,342,606	-	60,396	-	-	1,403,002	1,290,761
5402 - FREIGHT-LIBRARY MATERIALS	527	-	-	-	-	527	844

5403 - LIBRARY MATERIALS PROCESSING	133,210	-	16	-	-	133,225	123,149
5404 - BINDERY/PRESERVATION	802	-	-	-	-	803	-
5405 - DIGITAL DATABASES	229,534	-	-	-	-	229,534	196,348
Total Library Materials	1,706,679	-	60,412	-	-	1,767,091	1,611,102
General Operating							
5500 - ADVERTISING	11,888	-	62	-	-	11,949	4,531
5501 - COST OF FOOD SALES	-	-	-	-	-	-	67
5505 - GENERAL SUPPLIES	76,810	-	524	-	-	77,335	72,958
5506 - COMPUTER SUPPLIES	22,841	-	422	-	-	23,263	14,295
5507 - OFFICE SUPPLIES	49,775	-	5,851	-	-	55,626	45,946
5508 - FURNITURE & EQUIPMENT (NON-CAPITALIZED)	49,831	-	-	-	-	49,832	34,122
5509 - BUSINESS MEETING - FOOD & SUPPLIES	13,067	-	1,062	-	-	14,128	15,951
5510 - POSTAGE	54,320	-	222	-	-	54,542	20,476
5512 - PRINTING/PRODUCTION	50,350	-	14,450	-	-	64,800	57,140
5513 - PRINTING EVENT CALENDAR	38,483	-	-	-	-	38,484	-
5520 - PROGRAMMING/PROMOTION - GENERAL	126,173	-	102,872	-	-	229,043	116,883
5521 - PROGRAMMING/PROMOTION - SPEAKER FEES & TRAVEL	13,068	-	24,640	154	-	37,862	41,666
5522 - PROGRAMMING/PROMOTION - FOOD & SUPPLIES	69,721	-	16,438	-	-	86,160	7,088
5530 - EXHIBITS	18,064	-	-	-	-	18,064	3,297
5533 - LEGAL SERVICES	36,702	-	-	11,559	-	48,261	37,088
5534 - AUDIT EXPENSES	78,105	-	-	-	-	78,105	47,483
5535 - PROFESSIONAL SERVICES - CONSULTING	175,540	-	-	126	-	175,666	115,133
5538 - BANKING CHARGES	16,989	-	-	-	-	16,989	13,988
5539 - LEGISLATIVE/GOVERNMENT							
5540 - REGISTRATION - CONFERENCE & CONTINUING EDUCATION	29,769	-	-	-	-	29,769	25,202
5541 - TRAVEL/MILEAGE	43,722	-	31,206	-	-	74,927	10,473
5545 - MEMBERSHIP DUES	27,207	-	90	-	-	27,297	21,442
5548 - RENTAL OF EQUIPMENT	4,277	-	4,491	-	-	8,769	9,578
5550 - IT HARDWARE MAINT & REPAIRS	186,511	-	-	-	-	186,510	165,246
5551 - IT SOFTWARE MAINT CONTRACTS/SERVICES	308,073	-	90	-	-	308,163	343,257
5552 - IT SOFTWARE - NON CAPITALIZED	51,558	-	9,239	-	-	60,798	48,253
5555 - ELECTRONIC CATALOGING	33,788	-	-	-	-	33,788	46,509
5558 - VEHICLE EXPENSES	23,804	-	9,669	-	-	33,473	119,222
5560 - CONTRACTED SERVICES - GENERAL	529,575	-	124,681	14,879	4,754	673,889	310,987
5561 - CONTRACTED SERVICES - SOFTWARE	396,016	-	-	-	-	396,015	422,614
5563 - CONTRACTED SERVICES - SPECIAL EVENTS - SECURITY	2,948	-	-	-	-	2,948	2,140
5564 - CONTRACTED SERVICES - SECURITY	450,791	-	-	-	-	450,791	402,351
5571 - RECRUITMENT	5,448	-	-	-	-	5,449	19,435
5580 - PARKING GARAGE OPERATING EXPENSES	-	-	-	-	247,434	247,434	224,770
5590 - MISCELLANEOUS	64,329	-	10,319	-	-	74,648	18,591
Total General Operating	3,059,543	-	356,328	26,718	252,188	3,694,777	2,838,182
Building Operations and Maintenance							
5600 - UTILITIES	401,051	-	-	-	-	401,051	424,014
5610 - WATER	41,934	-	-	-	-	41,934	51,706
5620 - GAS	25,374	-	-	-	-	25,374	20,313
5630 - TELECOMMUNICATIONS	156,188	-	238,359	-	-	394,546	239,958
5640 - CUSTODIAL - NON CONTRACT	-	-	180	-	-	181	-
5641 - CUSTODIAL - CONTRACT	363,402	-	-	-	-	363,403	226,396
5648 - CONTRACT MAINTENANCE - BUILDING	60,298	-	-	-	730	61,027	37,610
5649 - CONTRACT MAINTENANCE - GROUNDS	53,364	-	-	-	-	53,364	54,460
5650 - CONTRACT MAINTENANCE - EQUIPMENT	88,947	-	-	-	-	88,947	86,806
5655 - MAINTENANCE & REPAIRS - BUILDING	182,292	-	-	-	-	182,292	74,154
5658 - MAINTENANCE & REPAIRS - GROUNDS	21,119	-	-	-	-	21,119	7,664
5660 - MAINTENANCE & REPAIRS - EQUIPMENT	212,431	-	-	-	-	212,431	116,570
5680 - INSURANCE	204,995	-	-	-	-	204,995	178,991
5685 - LEASE PURCHASE	15,648	-	-	-	-	15,648	20,496
5690 - PROPERTY RENTAL	46,291	-	-	-	-	46,291	45,705
5696 - PARKING - SPECIAL EVENTS	45,294	-	-	-	-	45,294	15,235
Total Building Operations and Maintenance	1,918,628	-	238,539	-	730	2,157,897	1,600,078
Capital Outlay							
5700 - CAPITAL OUTLAY - CONSTRUCTION & OTHER IMPROVEMENT'							
5710 - CAPITAL OUTLAY - FURNITURE & EQUIPMENT	96,207	-	8,179	-	-	104,386	46,660
5715 - CAPITAL OUTLAY - IT EQUIPMENT	3,079	-	792,666	-	-	795,745	535,207
5716 - CAPITAL OUTLAY - IT SOFTWARE							
5720 - DEPRECIATION							
Total Capital Outlay	99,286	-	800,845	-	-	900,131	581,867
Others							
5820 - UNREALIZED GAIN/LOSS CAPITAL DIPOSAL							
5825 - UNREALIZED GAIN/LOSS							
Total Others	-	-	-	-	-	-	-

Total Expenses	16,929,009	-	1,684,347	26,718	252,918	18,892,992	15,889,933
Total Transfers	205,911	20,475	248,614	(500,000)	25,000	-	-
BEGINNING FUND BALANCE	15,120,593	3,130,041	5,986,541	4,712,614	4,373,048	33,322,837	27,866,978
NET SURPLUS (DEFICIT)	7,361,712	86,906	342,538	953,380	71,089	8,815,624	10,869,388
ENDING FUND BALANCE	22,482,305	3,216,947	6,329,079	5,665,994	4,444,137	42,138,461	38,736,366

Kansas City Public Library
Activity Report and Fund Balance for Special Accounts
As of February 28th, 2023

	Balance - Beginning Year To Date 7/1/2022	Receipts Year To Date 2/28/2023	Expenditure Year To Date 2/28/2023	Balance - Ending Year To Date 2/28/2023
GIFT GRANT FUNDS				
DEPARTMENT ACCOUNTS:				
1003 - MVSC-MISC	52,652.84	1,529.92	49.00	54,133.76
1004 - YOUTH-MISC	31,255.57	600.00	224.73	31,630.84
1005 - RISE-MISC	18,654.51	2,500.00	0.00	21,154.51
1006 - OUTREACH-MISC	(816.84)	1,903.05	6,417.38	(5,331.17)
1007 - BLUFORD-MISC	6,348.84	95.86	0.00	6,444.70
1008 - SOUTHEAST-MISC	20,016.11	7,090.47	290.97	26,815.61
1009 - NORTHEAST-MISC	(656.60)	0.00	0.00	(656.60)
1010 - PLAZA-MISC	4,365.44	389.55	0.00	4,754.99
1011 - WALDO-MISC	4,018.57	1,172.64	0.00	5,191.21
1012 - RUIZ-MISC	970.87	63.29	0.00	1,034.16
1013 - WESTPORT-MISC	18,243.64	176.89	0.00	18,420.53
1014 - TRAILS WEST-MISC	51,445.00	67.11	0.00	51,512.11
1015 - SUGAR CREEK-MISC	160.41	12.35	0.00	172.76
1016 - CENTRAL-MISC	7,032.92	263.34	0.00	7,296.26
FRIENDS GIFTS				
2118 - Friends of the Library Branch Gift	7,087.46	0.00	0.00	7,087.46
FOTLBOOKSTOGIVE - FOTL-Books to Give 2022	21,925.00	0.00	15,793.01	6,131.99
HOTSPOTS-FOL - Hotspots - Friends of the Library Gift	(12,297.00)	12,297.00	0.00	-
DISTRIBUTIONS:				
5001 - Kauffman Book Fund	0.00	0.00	8,590.98	(8,590.98)
6000 - Helen Nelson Fund Distribution	(76,793.00)	76,793.00	13,000.00	(13,000.00)
SWANSON - Swanson Expenditure Fund	(3,750.00)	0.00	58,000.00	(61,750.00)
EMPLOYEE				
1808 - Employee Wellness	8,867.45	0.00	0.00	8,867.45
SPECIAL PROJECTS:				
1021 - Collection Enhancement	131,702.19	3,707.54	25,886.07	109,523.66
1022 - NEH Programming (Bradbury Speaker Series)	57,398.89	2,556.16	0.00	59,955.05
1023 - NEH Materials	14,535.42	1,084.15	0.00	15,619.57
1025 - Branch Programming	4,188.14	30.83	0.00	4,218.97
1026 - Planned Giving Project	2,057.34	0.00	0.00	2,057.34
1028 - Pellom McDaniels' Arts for Smarts Fund	1,454.56	0.00	0.00	1,454.56
1031 - Children's Book Fund Enhancement	107,569.51	3,538.15	0.00	111,107.66
1036 - Theis-Kimball Special Collection	2,198.07	71.61	0.00	2,269.68
1037 - NEH 03 Local History	30,754.72	3,498.74	0.00	34,253.46
1040 - Library Art Fund	53,299.03	507.36	0.00	53,806.39
1051 - Earth Sciences Gift	(200.00)	0.00	0.00	(200.00)
1130 - Barney Karbank Fund for Children's Literature - Central	614.44	0.00	72.05	542.39
1200 - Greenwood Society	(22,923.47)	18,500.00	0.00	(4,423.47)
1900 - Misc & One Time Gifts	(8,823.37)	129,523.58	0.00	120,700.21
AMERDREAM - American Dream Literacy Initiative Project-ALA	3,240.09	0.00	3,240.09	-
ARPA Staffing Funds - ARPA Staffing Funds - MO State Library	(86,310.81)	144,971.51	58,660.70	-
ART-MISC - Misc Art Grant Gifts	5,000.00	0.00	0.00	5,000.00
ART18STERN - Public Art Exhibition/KC Art Inst 2018 - Stern Fdn Grant	9,067.49	0.00	9,067.49	-
ARTINVENTORY - Art Inventory System Stern Foundation Grant	6,881.38	0.00	0.00	6,881.38
ArtsMW-NEABigRead-22 - Arts Midwest	10,910.37	4,000.00	0.00	14,910.37
BCOR-General - Building a Community of Readers - General Grant	14,778.09	0.00	169.96	14,608.13
BIGREAD2022-MISC - Big Read 2022 Miscellaneous	6,114.95	0.00	500.00	5,614.95
BLOCH-ECF-DIGINCLUSI - Bloch and Block ECF Digital Inclusion	267,804.40	0.00	51,713.96	216,090.44
BOBDAY - Bob Day Lecture Series	4,041.89	0.00	0.00	4,041.89
BOOKFEST2023 - BOOKFEST 2023 - Heartland Book Festival	0.00	0.00	38.79	(38.79)
CACIKAUFFMAN - Community Access Card Initiative - Kauffman Grant	652.99	0.00	652.99	-
CACINSF - National Science Foundation Award - Univ KS	(1,111.80)	93,586.00	30,300.74	62,173.46
CRADLE - CRADLE OF ENTREPRENEURS - Regnier Family Foundation Grant	22,238.08	0.00	0.00	22,238.08

CSLP - Cooperative Summer Library Program Materials Grant	1,690.00	1,903.40	1,690.00	1,903.40
CTTCOMMUNITY - Courtney S Turner Trust Grant - Community Programming	140,000.00	25,000.00	140,000.00	25,000.00
DIGFELLOW - Digital Inclusion Fellowship NTEN Grant	(1,498.25)	0.00	10,000.00	(11,498.25)
DIGHISTORY - Digital History Awards	6,060.43	0.00	0.00	6,060.43
DIGINCHOTLINE-GKCCF - Digital Inclusion Hotline Grant - GKCCF	34,711.78	0.00	41,875.99	(7,164.21)
DIGSUMMIT - Digital Inclusion Summit	7,995.37	0.00	2,784.22	5,211.15
DIGURBAN - Digitize the Urban Renewal Exhibition	5,500.00	0.00	0.00	5,500.00
ECF-CHROMEBOOKS - Emergency Connectivity Fund - Chrome Books	(714,250.44)	681,849.84	238,375.65	(270,776.25)
EISNER-MATERIALS-NE - Eisner Grant Project 2021 Northeast Graphic Novels	(1,665.45)	0.00	123.81	(1,789.26)
GEORGEAUDIO - Audiobooks - Daryl George Trust	1,189.05	1,016.19	0.00	2,205.24
GG-GENERAL - Gifts/Grants - General	153,653.15	309,991.16	89,090.00	374,554.31
GOOGLE-TECHACCDIGINC - Tech Access & Digital Inclusion Google Grant 2020-2021	964.16	0.00	0.00	964.16
GOOGLE2021-TRAINTTECH - Google Fiber KC 2021 Training Tech	4,156.17	0.00	(422.50)	4,578.67
HALL - Hall Family Foundation Grant	17,276.75	0.00	66.47	17,210.28
HALL-MGCITY - Hall Foundation - Making a Great City Series	16,871.61	0.00	0.00	16,871.61
HFF PEERS 2022 - HFF Peers at Bluford 2022	0.00	67,500.00	41,209.14	26,290.86
HFF-SRLP-2021 - Summer Reading & Learning Program - Hall Family Foundation	5,080.27	0.00	4,317.53	762.74
HISTORYBOOK - Bruce Mathews History Book Project - WTK Foundation Grant	50,000.00	0.00	5,000.00	45,000.00
HOMELESS-RS - Homelessness Trust Fund Grant - Reconciliation Services	335.08	0.00	335.08	-
IMLS-APP-DIGINCL - IMLS - Accelerating Promising Practices Digital Inclusion Cohort	(268,665.93)	488,089.00	76,582.20	142,840.87
IMLS-ASTC-Immunity - IMLS ASTC Communities for Immunity	28,357.89	23,980.20	52,338.09	-
IMLS-CIRCLES - IMLS NLG 2017 for Learning Circles in Public Libraries	43,570.35	0.00	43,570.35	-
IND-FLYNN-OUTREACH - Judith & Matt Flynn Outreach Donation	3,319.09	21,429.00	15,194.12	9,553.97
KAUFFMAN2022 - Kauffman Grant 07/01/21 through 06/30/22	0.00	390,000.00	195,000.00	195,000.00
KCDIG-GKCCF - KC Digital Inclusion Grant - GKCCF 2013-2014	18,132.58	0.00	0.00	18,132.58
KCDIG16GKCCF - KC Digital Inclusion Fund GKCCF Grant	(523.29)	0.00	0.00	(523.29)
KCDIGLEARN-GOOGLE - KC Digital Learn 2019-2020 Google Grant	10,096.52	0.00	0.00	10,096.52
KCDML_Titos - KCDML Love Tito's	8,000.00	0.00	359.81	7,640.19
LEGO-STEM - Lego/Stem Project	3,543.37	0.00	193.42	3,349.95
LSTA-CARES9856 - LSTA - Cares Act Grant #9856	18,665.81	0.00	18,665.81	-
LSTA-CARESACT-CRF35 - LSTA - Cares Act CRF35 - Broadband Funding Grant	24,815.28	0.00	24,815.28	-
LSTA-DIG8973 - LSTA Digital Imaging Grant #8973	5,852.10	0.00	5,852.10	-
LSTA-DIGIMAG2020 - LSTA Digital Imaging Grant 2020-LSD0-DIG20-KCPL	2,500.26	0.00	2,500.26	-
LSTA-SHOWMESTEP9442 - LSTA Show Me Steps #9442	(1,707.54)	0.00	(1,707.54)	-
LSTA-SPOTLIGHT 2022 - LSTA-SPOTLIGHT 2022- English Basics	0.00	3,602.33	2,280.55	1,321.78
LSTA-SPOTLIGHT-KCLX - LSTA - Spotlight KCLX -Youth Funds	(621.95)	9,306.00	8,699.77	(15.72)
LSTA-SRP2021 - LSTA - SRP 2021	(18.20)	0.00	(18.20)	-
LSTA-SUMREAD-2022 - LSTA Summer Reading 2022	(4,574.54)	20,000.00	12,225.19	3,200.27
LSTA-SUMREAD-9669 - LSTA Summer Reading #9669	5,500.00	0.00	5,500.00	-
LSTADIGLEARN - LSTA Digital Learning Software and Equipment Grant #8982	6,916.95	0.00	6,916.95	-
LSTATECH8628 - LSTA - Technology Ladder Grant #8628 Southeast	3,213.00	0.00	3,213.00	-
LSTATL070-DEVICES-21 - LSTA - Tech Ladder Circulating Devices	(2,694.25)	0.00	(2,694.25)	-
MARC SWMD Bailer - MARC SWMD Bailer	0.00	3,612.00	8,178.70	(4,566.70)
MAYAANGELOUBOOKAWARD - Maya Angelou Book Award	(3,089.99)	9,000.00	113.00	5,797.01
MENOCAL - Maria Rosa Menocal Public Lecture Series Gift	71,798.60	0.00	0.00	71,798.60
MO-CNCS - Match MO-CNCS AmeriCorps DigitalCorps 2022	0.00	0.00	0.00	-
MO-CNCS AmeriCorps - MO-CNCS AmeriCorps DigitalCorps 2022	0.00	11,665.91	24,768.77	(13,102.86)
MO-CNCS Subsite - AMCORPVISTA- Subgrantee Site Fees, Non-Fed	0.00	29,966.00	900.00	29,066.00
MOSLStrMO-Mobile-21 - Mobile Services in Kansas City	(111,704.62)	175,792.00	29,619.17	34,468.21
MVRCLUB - Missouri Valley Room Club	31,426.08	2,500.00	0.00	33,926.08
PAOPERATING - Public Affairs Operating Expense Grant	(224.33)	0.00	0.00	(224.33)
PICKETT - Anola Pickett Collection	152.48	0.00	0.00	152.48
PLA-Intern - PLA Intern	935.91	0.00	0.00	935.91
PROLIT2023 - PROLIT-2023-Financial Literacy	0.00	6,000.00	0.00	6,000.00
RACOR-GKCCF - GKCCF - Raising a Community of Readers	21,521.98	0.00	378.60	21,143.38
REACHHTC-CENSUS - Increasing Capacity to Reach HTC Communities-Census Equity Fund GKCCF	889.45	0.00	0.00	889.45
RIHLTH-CPSC - Refugee and Immigrant Health Education - CPSC Grant	17,724.76	0.00	0.00	17,724.76
ROBOTICS - 2018-2019 KC STEM Alliance First Robotics Grant Award	550.00	0.00	550.00	-
SEDIGMEDLAB - Southeast Digital Media Lab - Kansas City Power & Light Gift	3,092.50	0.00	0.00	3,092.50
SOSLAND-YFE-2022 - SOSLAND-YFE-2022	0.00	25,000.00	0.00	25,000.00
SPRINT-1MIL-DIGINCL - Sprint Foundation 1 Million Project Digital Inclusion Initiative GKCCF	50,000.00	0.00	0.00	50,000.00

SRLP-MISC - Summer Reading/Learning Miscellaneous	20,731.31	15,000.00	10,867.38	24,863.93
SS-WEWERS - Speaker Series - Frank and Helen Wewers Gift	5,000.00	0.00	0.00	5,000.00
STERNMARDIKEBENTON21 - Stern Foundation Mardike-Benton Grant	(1,762.40)	0.00	(1,762.40)	-
SUMREAD-2017 - Summer Reading 2017	(1,338.50)	0.00	0.00	(1,338.50)
SWHS-MVSC - SWHS Special Collection Fund	0.00	9,248.66	0.00	9,248.66
TREATYOURSIF - National Network of Libraries of Medicine Treat Yourself	(1,484.20)	0.00	(1,484.20)	-
UWAY-CHOICE - United Way/Choice Neighborhood Initiative Grant	3,019.64	0.00	6.21	3,013.43
VETERAN-MHC - Veteran Writing Workshop - MO Humanities Council	653.66	0.00	653.66	-
VISTA - Corporation for National and Community Service VISTA Grant	(74,262.07)	130,404.01	46,383.89	9,758.05
WRITELETTERS - WRITELETTERS	2,500.00	0.00	0.00	2,500.00
WritersForReaders - Writers For Readers	33,580.28	73,660.00	31,596.02	75,644.26
WTK-WIKIPEDIAN-2021 - Wikipedian In Residence - William T Kemper Foundation Grant	(14,551.63)	0.00	22,643.23	(37,194.86)
KCPL FUNDS HELD AT GKCCF				
7033 - Endowment for Strategic Initiatives	4,936,686.92	308,465.04	9,554.25	5,235,597.71
Total GIFT GRANT FUNDS	5,419,456.79	3,354,510.84	1,509,567.49	7,264,400.14
ENDOWMENT ACCOUNT DETAIL:				
7001 - Interest	21,744.13	106,085.79	21,744.12	106,085.80
7002 - Theis-Kimball (Restri)	10,233.84	0.00	0.00	10,233.84
7004 - Retro Coll Development	527,559.94	0.00	0.00	527,559.94
7005 - NEH/Friends Prog.&Materials	365,296.55	0.00	0.00	365,296.55
7006 - NEH Materials	154,934.50	0.00	0.00	154,934.50
7007 - Children's Book Fund	505,631.80	85.00	0.00	505,716.80
7009 - Foreign Language	65.79	0.00	0.00	65.79
7010 - Ramos Collection	2,279.73	0.00	0.00	2,279.73
7012 - NEH 03 Local History	500,000.00	0.00	0.00	500,000.00
7013 - Branch Services	4,405.66	0.00	0.00	4,405.66
7014 - Library Outreach	2,008.14	0.00	0.00	2,008.14
7015 - L.H. Bluford	7,034.22	0.00	0.00	7,034.22
7016 - Southeast	12,928.31	0.00	0.00	12,928.31
7017 - North-East	807.90	0.00	0.00	807.90
7018 - Plaza	55,670.24	0.00	0.00	55,670.24
7019 - Waldo	24,671.89	0.00	0.00	24,671.89
7020 - Ruiz	9,045.39	0.00	0.00	9,045.39
7021 - Westport	25,279.47	0.00	0.00	25,279.47
7022 - Trails West	3,871.89	0.00	0.00	3,871.89
7023 - Sugar Creek	1,765.30	0.00	0.00	1,765.30
7024 - Special Coll. Staff	4,276.03	0.00	0.00	4,276.03
7026 - Robert Lund Memorial	5,718.83	0.00	0.00	5,718.83
7027 - Doris Threatt Memorial	6,665.51	0.00	0.00	6,665.51
7028 - Fine Arts Endowment	72,505.56	0.00	0.00	72,505.56
7029 - Central Library Oper.	37,633.03	0.00	0.00	37,633.03
7031 - William L Lee Trust	181,334.66	1,268.89	0.00	182,603.55
7032 - Daryl George Trust	145,222.59	0.00	0.00	145,222.59
7050 - ENDOWMENT - General	441,448.40	0.00	0.00	441,448.40
Total ENDOWMENT ACCOUNT DETAIL	3,130,039.30	107,439.68	21,744.12	3,215,734.86
CAPITAL DEVELOPMENT PROJECTS:				
4500 - RFID Equipment Project	(8,985.00)	8,985.00	0.00	-
4600 - Capital Development - General	1,011,761.75	2,559,837.26	8,985.00	3,562,614.01
BLUFORD-PROSPECT - BLUFORD-3020 PROSPECT	0.00	0.00	14,525.11	(14,525.11)
BLUFORD-WABASH - BLUFORD - WABASH LOTS	0.00	0.00	12,039.00	(12,039.00)
E-Rate NW Equip FY22 - E-RATE Network Equipment FY22	0.00	480,097.56	792,666.10	(312,568.54)
NE-RENO - Northeast Renovation	2,059,837.26	0.00	2,059,837.26	-
Total CAPITAL DEVELOPMENT PROJECTS	3,062,614.01	3,048,919.82	2,888,052.47	3,223,481.36

KANSAS CITY LIBRARY FAMILY OF FUNDS
STATEMENTS OF FINANCIAL POSITION
MANAGEMENT REPORT
JANUARY 31, 2023

	KCPU00 ^(A)	KAUF00 ^(B)	NELS05 ^(C)	INGR00 ^(D)	SWAN06 ^(E)	TOTAL	JUNE 30, 2022
<u>ASSETS</u>							
Cash and Investments	\$ 366,340.26	\$ 5,332,207.28	\$ 1,329,956.81	\$ 246,651.08	\$ 5,235,597.71	\$ 12,510,753.14	\$ 11,763,245.75
TOTAL ASSETS	\$ 366,340.26	\$ 5,332,207.28	\$ 1,329,956.81	\$ 246,651.08	\$ 5,235,597.71	\$ 12,510,753.14	\$ 11,763,245.75
<u>LIABILITIES & FUND BALANCE</u>							
Accounts Payable	\$ 3,328.00	\$ -	\$ -	\$ -	\$ -	\$ 3,328.00	\$ -
TOTAL LIABILITIES	3,328.00	-	-	-	-	3,328.00	-
FUND BALANCE	363,012.26	5,332,207.28	1,329,956.81	246,651.08	5,235,597.71	12,507,425.14	11,763,245.75
TOTAL LIABILITIES & FUND BALANCE	\$ 366,340.26	\$ 5,332,207.28	\$ 1,329,956.81	\$ 246,651.08	\$ 5,235,597.71	\$ 12,510,753.14	\$ 11,763,245.75

^(A) KCPU00 = Kansas City Public Library Foundation is the operating fund and a supporting organization of GKCCF.

^(B) KAUF00 = Ewing Kauffman Book Fund is a GKCCF fund designated for the benefit of the Kansas City Public Library.

^(C) NELS05 = Helen H. Nelson Endowment Fund for the Kansas City Library is a GKCCF field of interest fund for the benefit of the Kansas City Public Library.

^(D) INGR00 = Robert P. Ingram Literacy for Life Fund is a GKCCF fund designated for the benefit of the Kansas City Public Library.

^(E) SWAN06 = Swanson Sanders Strategic Endowment Fund is an unrestricted agency fund designated for the benefit of the Kansas City Public Library.

**KANSAS CITY LIBRARY FAMILY OF FUNDS
STATEMENTS OF FUND ACTIVITY
MANAGEMENT REPORT
FOR THE SEVEN MONTH PERIOD JULY 1, 2022 - JANUARY 31, 2023**

	KCPU00 ^(A)	KAUF00 ^(B)	NELS05 ^(C)	INGR00 ^(D)	SWAN06 ^(E)	TOTAL	FISCAL YEAR ENDED JUNE 30, 2022
INCOME							
Contributions	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,712,500.00
Interest Income	3,816.74	2,082.32	401.98	3.11	28,372.19	34,676.34	31,729.25
Dividend Income	841.54	64,134.05	25,972.70	3,120.03	34,662.17	128,730.49	224,204.95
Other Income/(Loss)	4,294.64	284,145.47	79,449.13	13,745.12	245,430.68	627,065.04	(1,955,267.97)
TOTAL INCOME/(LOSS)	9,952.92	350,361.84	105,823.81	16,868.26	308,465.04	791,471.87	13,166.23
EXPENSE							
Grants	-	-	-	-	-	-	28,340.25
Project Expenditures	5,208.63	-	5,064.31	-	219.62	10,492.56	13,018.15
Administrative Fees	2,093.26	9,386.82	14,611.12	1,374.09	9,334.63	36,799.92	67,941.26
TOTAL EXPENSE	7,301.89	9,386.82	19,675.43	1,374.09	9,554.25	47,292.48	109,299.66
NET INCOME/(EXPENSE)	2,651.03	340,975.02	86,148.38	15,494.17	298,910.79	744,179.39	(96,133.43)
BEGINNING FUND BALANCE - JUL 1	360,361.23	4,991,232.26	1,243,808.43	231,156.91	4,936,686.92	11,763,245.75	11,859,379.18
ENDING FUND BALANCE	\$ 363,012.26	\$ 5,332,207.28	\$ 1,329,956.81	\$ 246,651.08	\$ 5,235,597.71	\$ 12,507,425.14	\$ 11,763,245.75

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**Kansas City Public Library
Summary Report on Contracted Operations
Year-To-Date**

Central Library Parking Garage			
	<u>2/28/2023</u>	<u>2/28/2022</u>	Changes *
Revenue	\$ 349,007	\$ 311,438	\$ 37,569
Expense	\$ 252,918	\$ 224,770	\$ 28,148
Transfers	\$ 25,000	\$ -	\$ 25,000
Net Surplus / (Deficit)	\$ 71,089	\$ 86,668	\$ (15,579)
Capital Maint./Equip.	\$ -	\$ -	\$ -
Ave.Monthly Parkers	469	483	(14)

Nine Muses Library Coffee Shop				
	<u>2/28/2023</u>		<u>2/28/2022</u>	
	Month	Year to Date	Month	Year to Date
Revenue	\$ -	\$ -	\$ -	\$ -
Expense	\$ -	\$ -	\$ -	\$ -
Net Surplus / (Deficit)	\$ -	\$ -	\$ -	\$ -
Customer Count	-	-	-	-
Ave./Customer	\$ -	\$ -	\$ -	\$ -

Auxiliary Post Office							
	<u>Actual YTD February 2023</u>				<u>Budget 2022/2023</u>		<u>YTD 2/28/22</u>
	<u>Bluford</u>	<u>Northeast</u>	<u>Sugar Creek</u>	<u>Total</u>	<u>Total</u>	<u>% Budget</u>	<u>Total</u>
Revenue	6,578.72	6,313.34	2,730.57	15,622.63	30,000.00	52.1%	15,399.61
Expense*	1,434.20	1,156.20	653.00	3,243.40	7,000.00	46.3%	2,626.53
Net Surplus / (Deficit)	5,144.52	5,157.14	2,077.57	12,379.23	23,000.00	53.8%	12,773.08

Passport Services								
	<u>Actual YTD February 2023</u>					<u>Budget 2022/2023</u>		<u>YTD 2/28/22</u>
	<u>Ruiz*</u>	<u>Westport*</u>	<u>Trails West*</u>	<u>Sugar Creek</u>	<u>Total</u>	<u>Total</u>	<u>% Budget</u>	<u>Total</u>
Revenue	36,663.15	29,713.50	18,381.20	12,231.75	96,989.60	100,000.00	97.0%	61,930.35
Expense*	3,328.15	1,522.05	442.30	653.00	5,945.50	14,000.00	42.5%	8,996.31
Net Surplus / (Deficit)	33,335.00	28,191.45	17,938.90	11,578.75	91,044.10	86,000.00	105.9%	52,934.04

*Direct expenses only - no personnel cost

Library Board Memo No. 4613

TO: Board of Trustees, Kansas City Urban Public Library District
FROM: John Herron, Chief Executive
RE: Nonbinding Projected Tax Levy for Tax Year 2023

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to designate the Chief Executive to informally project the Library's nonbinding tax levy for tax year 2023 pursuant to the provisions of Section 137.243(1) RSMo.

SUMMARY: The Missouri General Assembly in its 2008 legislative session passed SB 711 that modified numerous property tax provisions. One of the provisions in SB 711 required an informal projection of a nonbinding tax levy rate be submitted to the county clerk no later than April eighth of each year. This tax levy rate projection is to be based on an assessment abstract provided by the county clerk. An overview of the initial calculation of the nonbinding tax levy will be presented at the Board meeting.

Pursuant to section 137.243(1) RSMo, the County collector is required to calculate the projected tax liability for each property for which the assessor intends to provide a notice of increased assessed valuation by April 30th by utilizing the nonbinding projected tax levies. Failure by the Library to timely provide the projected tax levy to the clerk would result in a twenty percent (20%) reduction in the Library's tax rate unless the clerk or assessor was delinquent in providing the necessary information.

Another provision of SB 711 modified the deadline to fix the final ad valorem tax rate to not later than October first for each calendar. The previous deadline was September first.

ACTION ITEM

March 21, 2023

Library Board Memo No. 4614

TO: Board of Trustees, Kansas City Urban Public Library District

FROM: John Herron, Chief Executive

RE: Ratification and Approval of Expenditures from Dutzel's Catering

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to ratify and approve the purchase of catering services from Dutzel's Catering at an amount not to exceed \$107,000.

BUDGET CODE: 10 5560 16

POLICY / STRATEGIC GOAL IMPACT: The recommended action is consistent with the Library's policies on procurement (*Policy 531-Procurement*).

SUMMARY: In March 2022, the Library was notified that Pierpont's, our longtime catering partner, would no longer be offering catering services. In order to meet our immediate catering needs for both Library and outside events, public affairs staff along with our meeting room and event space coordinator researched and identified thirteen vendors to assess their services. From this the Library identified four vendors to contract with for one year while the Library determined needs for a longer term contract and formal bid process. The four vendors are Dutzel's, Embrace the Grape, Brancato's and All Cuisine.

Staff recommends the Board authorize the expenditure up to \$107,000. \$70,000 has been spent to date with Dutzel's Catering with an additional \$37,000 estimated for the remainder of the year. Expenditures are primarily for Public Affairs events.

Founded in 2008 and based in Lee's Summit, MO, Dutzel's Catering has provided catering services for our events and receptions this fiscal year.

ACTION ITEM

March 21, 2023

Library Board Memo No. 4615

TO: Board of Trustees, Kansas City Urban Public Library District

FROM: John Herron, Chief Executive

RE: Ratification and Approval of Expenditures from Zimmerman Productions

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to ratify and approve the purchase of video production services from Zimmerman Productions at an amount not to exceed \$57,000.

BUDGET CODE: 10 5560 16

POLICY / STRATEGIC GOAL IMPACT: The recommended action is consistent with the Library's policies on procurement (*Policy 531-Procurement*).

SUMMARY: Zimmerman Productions provides videography and livestream services for our Public Affairs events. During Covid, our events were livestreamed and recorded, and with the return of live events to Pre-Covid levels, our cost for video production has increased. Zimmerman Productions has provided videography services to the Library since they were selected through a bid process in 2016. The charge per event is \$1,000.

A special circumstances exemption from bidding is requested at this time as workflow considerations make it impractical to consider another vendor at this time. The Library plans to bid at a future date. \$42,000 has been spent to date with Zimmerman Productions with an additional \$15,000 estimated for the remainder of the year.

Founded in 2001 and based in Smithville, MO, Zimmerman Productions serves the Kansas City area with video and media production services.

Library Board Memo No. 4616

TO: Board of Trustees, Kansas City Urban Public Library District

FROM: John Herron, Chief Executive

RE: Ratification and Approval to Contract with University Health for Peer Navigator Services

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to contract with the Center for Trauma Informed Innovation at University Health (“UH”) for peer navigator services at a cost not to exceed \$75,000.

BUDGET CODE: 40 5560 00

POLICY / STRATEGIC GOAL IMPACT: The recommended action is consistent with the Library’s policies on procurement (*Policy 531-Procurement*).

SUMMARY: In April 2022, the Library funded a three-month peer navigator pilot project with University Health at the Bluford branch for \$16,000. Peer navigators are certified by the State of Missouri as mental health interventionists with lived experience.

The goals of the peer navigator program are to:

- Decrease the need for security/police involvement due to patron behavior.
- Provide crisis intervention via de-escalation and trauma-informed techniques to decrease patron incidents and reduce behaviors that lead to barriers to services.
- Serve patrons in need of social services assistance and support beyond what the library staff can provide.
- Support Library staff in providing and modeling trauma-informed approaches.

Security guards and staff are not always equipped and do not have the time to handle the wide array of needs presented by our patrons. Peers are well versed in social service referrals and the resource needs of our patrons as well as help with emergency medical situations. Since March 2022, there have been 753 peer to patron engagements with the top three needs being de-escalation, resources, and support.

In November 2022, the Library signed a memorandum of understanding with University Health to extend the peer navigator program at the Bluford branch from July 11, 2022 through July 11, 2023 for \$60,060. In August 2022, the Library received a \$75,000 grant

from the Health Forward Foundation to fund a year of peer navigator services, marketing, and promotion at the Bluford branch.

The success of the pilot was evident in the increased interest in deploying peers in other Library branch locations as well as an invitation to reapply for additional funding from the Health Forward Foundation for fiscal year 2024.

Approval of the \$75,000 is requested which includes \$46,040 of expenses to be ratified and \$28,960 of expenses for the full year.

Library Board Memo No. 4617

TO: Board of Trustees, Kansas City Urban Public Library District

FROM: John Herron, Chief Executive

RE: Authorization to Contract with Code Koalas for web development and maintenance services for the Library's suite of websites

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to contract with Code Koalas for web development and maintenance services at a cost not to exceed \$81,000.

BUDGET CODE: 10 5560 90
10 5560 82

POLICY / STRATEGIC GOAL IMPACT: The recommended action is consistent with the Library's policies on procurement (*Policy 531-Procurement*).

SUMMARY: Code Koalas has worked for the past year on updating and managing content on the Library website. The original contract approved by the Board on February 15, 2022 for \$187,288 included web development and one year of maintenance services. The term ran through February 28, 2023, with an option for up to two annual (12 month) renewals as mutually agreed by both parties.

Staff recommend renewing the contract for one year at a cost of \$81,000. Services provided under the renewed contract would include maintenance costs for KCLibrary.org and five smaller sites, security and stability upgrades on the Pendergast and tax assessment websites. Code Koalas will provide support for all our Drupal sites, not just the five sub-sites initially covered which means they can assist with the relaunch of KC History and support the KC Black History and forthcoming Civil Rights project. In addition, the Library is increasing our service hours to account for follow up adjustments to the new site after launch, and Code Koala's hourly rate has increased.

With over 15 years of experience, Code Koalas is a web and app development agency based in Kansas City who partners with clients and agencies to make their creative vision a technical reality. Code Koala's clients include Johnson County Public Library, Mid-Continent Public Library, Crown Center, National World War I Museum, and the Eisenhower Foundation.

Code Koalas is a local vendor.

ACTION ITEM

March 21, 2023

Library Board Memo No. 4618

TO: Board of Trustees, Kansas City Urban Public Library District

FROM: John Herron, Chief Executive

RE: Authorization to Purchase Study Pods from John A. Marshall

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to purchase five study pods from John A. Marshall to be placed at Bluford, Central, Plaza, and Trails West at a cost not to exceed \$145,000.

BUDGET CODE: 10 5560 90

POLICY / STRATEGIC GOAL IMPACT: The recommended action is consistent with the Library's policies on procurement (*Policy 531-Procurement*).

SUMMARY: In 2022 the Library purchased two pods as a pilot project for use at Waldo and Plaza branches to explore how they worked to expand our study room options. Based on regular patron usage of these two initial pods and the feedback of branch managers, staff recommend the purchase of five additional pods. Four of the pods will be placed at branches (two at Bluford, one at Trails West and an additional one at Plaza) for patron usage. The fifth pod will be placed in the new staff space on the third floor of Central.

The pods were selected after a review of options available. Following online research and visits to two vendors, Library staff recommend purchasing the pods from John A. Marshall.

Founded in 1923 and with locations in Kansas, Missouri, and Oklahoma, John A. Marshall specializes in furnishings, flooring, and architectural products.