

TENTATIVE AGENDA

Kansas City Public Library Board of Trustees

Regular Meeting - 4:30 p.m., August 29, 2023
Board Room, Central Library (Baltimore entrance)
14 West 10th Street, Kansas City, Missouri

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.

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|------|--|------|
| 1.0 | Call to Order | 4:30 |
| 2.0 | Minutes | 4:31 |
| 2.1 | Regular Board Meeting – July 18, 2023 | |
| 3.0 | Consent Agenda | 4:35 |
| 3.1 | *LBM 4648 – Expenditure Authorization for July 2023 | |
| 3.2 | *LBM 4649 – Financial Reports for July 2023 | |
| 4.0 | Discussion/Action | 4:50 |
| 4.1 | *LBM 4650 – Annual Reaffirmation of Code of Ethics Policy | |
| 5.0 | Presentation | 5:00 |
| 5.1 | Comprehensive Annual Financial Report by FORVIS | |
| 6.0 | Director's Report | 5:35 |
| 6.1 | LBM 4651 – Director's Report – July 2023 | |
| 6.2 | Trustee ALA Conference Overview | |
| 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. | |
| 10.0 | Adjournment | 6:00 |

* Action required by Board

Next regular Board meeting is scheduled for 4:30 p.m. **Tuesday, September 19, 2023** at the Annex Board Room.

MINUTES

Kansas City Public Library Board of Trustees Regular Meeting – July 18, 2023

The Board of Trustees of the Kansas City Public Library, pursuant to official notification, met Tuesday, July 18, 2023, at 4:30 p.m. at the Trails West Branch, 11401 East 23rd Street, Independence, Missouri

MEMBERS PRESENT: Pete Browne, President
Billie Howard Barnes
Laura Dominik
Jonathan Kemper
Susie Kenney
Michelle Smirnova
Denesha Snell
India Williams

MEMBERS NOT PRESENT: Claudia Oñate Greim

STAFF PRESENT: John Herron, Chief Executive
Courtney Christensen, Philanthropy Department Administrator &
Project Specialist
Carrie Coogan, Deputy Director of Public Affairs and Community
Engagement
Brianna Daniels, Administrative Officer
Crystal Faris, Deputy Director of Youth and Family Engagement
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
Ruth Stephens, Branch Manager of Trails West and Sugar Creek

* Full list of staff in attendance available by request

Browne called the meeting to order at 4:33 p.m.

Kemper requested the minutes include more details on discussions from the board meetings.

Motion by Dominik to approve the minutes of the June 20, 2023, Regular Board meeting. Second by Howard-Barnes. Approved unanimously.

(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.)

Request by Dominik to consider the Consent Agenda.

Discussing the financials, (LBM 4645), Siragusa noted that the outcome of the property tax paid under protest will not be known until we get the final assessed value numbers from Jackson County in September. The timing on collections might have some effect but the Library can manage cashflow for protested amounts held back.

Motion by Dominik to approve the Consent Agenda items before the Board. Second by Kemper. 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 June 2023: Payroll (6/1/23 net cash \$333,118 plus taxes \$117,269), (6/15/23 net cash \$358,702 plus taxes \$138,824), and (6/29/23 net cash \$352,863 plus taxes \$127,281) total amount of \$1,428,057; General Expense Payments including Checks (#10977-11255), in the amount of \$1,518,175. (LBM 4644)

Move approval of the recommendation of the Chief Executive to accept the attached financial reports for June 2023. (LBM 4645)

Snell entered the meeting at 4:50 p.m.

Discussing the proposed contract with The Lavin Agency Speakers Bureau (LBM 4646), Perkins-McGuinness and Coogan clarified that the Library would need to contract with the agency for them to move forward with making an offer to Margaret Atwood to book her as a signature event speaker during the 150th anniversary celebration. The budget for the full year of celebration includes \$100,000 for event speakers and Margaret Atwood would likely be the most highly compensated speaker during the celebration.

Responding to questions from Trustees, staff clarified plans for:

- fundraising to cover as much of the costs as possible for the year-long celebration;
- securing several high-profile speakers, targeting one major signature event per quarter;
- ensuring that many of the speakers appeal to broad and diverse audiences;
- ranking the large list of potential speakers to identify who to approach next if arrangements for a selected speaker do not work out; and
- potential partnerships that would help sponsor the signature event speakers.

Kemper recommended that a 150th anniversary celebration committee be created, including representation from both the Board and staff, to establish clear goals, provide accountability, and facilitate the substantial work involved in planning the events. Browne confirmed that he will establish an ad hoc committee of the Board to work with Library staff on planning and funding the 150th anniversary events. He additionally requested that an updated timeline and budget be presented to the Board each month.

Motion by Dominik to approve the recommendation of the Chief Executive to contract with The Lavin Agency Speakers Bureau to book Margaret Atwood as a signature event speaker at an amount not to exceed \$65,000. Second by Kemper. Approved unanimously. (LBM 4646)

Herron introduced Ruth Stephens, manager of the Trails West Branch. Ruth highlighted that over 10,000 cardholders use Trails West as their home branch, and that the branch circulated over 29,000 items in 2022. Between July 1, 2022, and June 30, 2023, 431 programs were held at the branch with over 4,000 in-person attendees and 1,000 virtual attendees. The Trails West branch has processed over 5,300 passports since beginning passport services. In May of 2023, the Trails West branch began piloting a bike lock circulation service and has received positive feedback from patrons.

Jones gave a brief presentation on the Library's responses to requirements from the Secretary of State's Administrative Rule 30-200.015 which public libraries have to comply with in order to receive State Aid. Changes made by the Library's policies and procedures include the following:

- 1) Parents or guardians are allowed to deactivate a child's library card by filling out a form available at any Library location.
- 2) Library events will now indicate the intended audience and will remain open to everyone.
- 3) Any parent or guardian, who is a library district resident, will now be able to dispute or challenge age suitability designation of a presentation, event, display, material or material display in the library by filling out a form available at any Library location.

Library staff will be trained in these policies and procedures. The information about how the Library is complying will be communicated to the public on the Library website, through the library card application process, and the Library's patron newsletter emails.

Herron asked for any questions about the Director's Report, (LBM 4647) and agreed to move the ALA Highlights to the next meeting to save time for a closed session discussion.

Kenney left at 5:59 p.m. Smirnova left at 6:07 p.m.

Motion by Dominik to move into closed session to discuss personnel matters. Second by Snell. Approved unanimously.

The Board was in closed session from 6:24 p.m. until 7:01 p.m. No action was taken.

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

The meeting adjourned at 7:02 p.m.

Secretary

Date

ACTION ITEM – CONSENT AGENDA

August 29, 2023

Library Board Memo No. 4648

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

FROM: John Herron, Chief Executive

RE: Expenditure Authorization for July 2023

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to authorize the following expenditures for July 2023: Payroll (7/13/23 net cash \$327,248 plus taxes \$115,786), and (6/15/23 net cash \$343,982 plus taxes \$123,321) total amount of \$910,337; General Expense Payments including Checks (#11256-11541), in the amount of \$2,796,897.

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

SUMMARY: Payroll for July 2023 included two payroll periods in the total amount of \$910,337. When all currently active positions on the Table of Organization are filled, the Library's FTE count will be within the authorized level of 236.40 FTEs.

General expenses payments for July 2023, which include checks and bank transfer payments in the amount of \$2,796,897 have been reviewed and paid. The financial reports for July 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 July 2023

Vendor	Amount	Codes	Description
ABM Onsite Services	23,073.60 <i>C</i>	5641-Custodial-Contract	Building Cleaning Service
All Copy Products, Inc.	7,404.11 <i>A</i>	5561-Contracted Services-Software	CPI Invoices & Copier Leases
Alt Fuel Innovations LLC	23,583.00	5710-Capital Outlay-Equipment	ACORE Shelving for 2022 Ford Transit-Book Mobile
Baker And Taylor	72,478.63 <i>C</i>	5400-Materials	
Bibliotheca LLC	47,549.40	5550-IT Hardware Maint. & Repair	Annual Maintenance Subscription
Blackbaud Inc.	16,210.94	5561-Contracted Services-Software	Annual Costs for Raiser's Edge
BOSS	7,049.00	5551-IT Software Maint Contracts/Services	Annual Helpdesk License Renewal
Brainfuse, Inc.	17,100.00 <i>A</i>	5405-Digital Databases	Annual Brainfuse Service Subscription
Central Parking Systems	6,299.00 <i>C</i>	5696-Parking-Special Events	Monthly Special Event Parking
Code Koalas	13,500.00 <i>A</i>	5561-Contracted Services-Software	Annual Web Development and Maintenance
Downtown Kansas City Council	24,096.67 <i>C</i>	5564-Contracted Service-Security	Central Security
Ebsco Information Services	51,752.43 <i>A</i>	5400-Materials	Annual Periodical Subscriptions
Evergy	42,597.96 <i>C</i>	5600-Utilities	Electric
Flynn Midwest LP	6,612.00	5655-Maintenance & Repairs-Building	Central Glass Panel & Waldo Roof Repair
Foley Insurance Services LLC	12,000.00	5336-Health & Welfare Insurance	Benefits Consulting Services
Historical Information Gatherers Inc	7,095.00 <i>A</i>	5405-Digital Databases	Online map subscription
Humana Insurance Company	364,858.52 <i>P</i>	2650-Medical Insurance Payable	Employee Health Insurance - two months
ING 457	10,538.54 <i>P</i>	2600-Def Comp/TSA Payable	Employee Voluntary Deferred Compensation
Iron Mountain Records Management	5,832.10	5561-Contracted Services-Software	Storage Costs
Kanopy LLC	5,726.00	5400-Materials	
KC School District - Retirement	173,288.01 <i>P</i>	2580-Retirement Deduction Payable	Employee Retirement
Lockton Companies	103,747.80 <i>A</i>	5680-Insurance	Downpayment and one month insurance
Long Time Coming LLC	8,704.00 <i>C</i>	5690-Property Rental	Outreach Site Lease & Utilities
Maranda Fundraising Strategies	7,500.00	5535-Professional Services-Consulting	Consulting-Fundraising Plan
Mid America Regional Council	7,500.00	5535-Professional Services-	MARC Study
Mid-America Library Alliance (MALA)	9,228.45 <i>C</i>	5560-Contracted Services-General	Courier Services
Midwest Public Risk	69,940.19 <i>A</i>	5331-Worker's Compensation	Worker's Compensation Insurance
Midwest Tape	41,585.49 <i>C</i>	5400-Materials	
Millicare Textile and Carpet Care	6,821.83	5648-Contract Maintenance-Building	Carpet Cleaning
Newsbank	600,000.00 <i>A</i>	5400-Library Materials	1880-1990 Kansas City Star Archives
OCLC Inc.	31,404.19	5555-Electronic Cataloging	Annual Cataloging and Metadata Subscription
Office Products Alliance	17,652.00	5505-General Supplies	Annex Fiberoptic Cable Installation
Overdrive	28,268.06 <i>C</i>	5400-Materials	
Paylocity Corporation	6,815.24 <i>P</i>	5561-Contracted Service-Software	Payroll Processing
Plaza Colonnade LLC	11,537.25 <i>C</i>	5650-Contracted Maintenance -Equipment	Operating Costs - Plaza Colonnade
SHI International Corp	124,183.71 <i>A</i>	5715-Capital Outlay-IT Equipment	Hardware and peripherals
SIRSI Corporation	284,757.46 <i>C</i>	5551-IT Software Maint Contracts/Services	Annual SirsiDynix Software Hosting/Maintenance
Socket Telecom LLC	6,879.62 <i>C</i>	5630-Telecommunications	VoIP Hosted Service
Statista Inc.	9,450.00 <i>A</i>	5405-Digital Database	Annual Statista Campus License Subscription
T-Mobile USA Inc.	13,474.39 <i>C</i>	5630-Telecommunications	Mobile Service
Techfive IT LLC	28,030.00	5561-Contracted Service-Software	Annual Managed Data Backup Subscription
Twin City Security Inc.	23,917.60 <i>A</i>	5564-Contracted Services-Security	Branch Security
UMB Bank-Tax Saving Plan	5,280.72 <i>P</i>	2640-Tax Savings Plan Payable	Employee Tax Savings Contributions
United States Postal Service-Account Tech	9,662.30 <i>C</i>	5510-Postage	
US Able Life Insurance	5,953.65 <i>P</i>	2650-Health and Life Insurance	EE Life Insurance
Vicinity Energy Kansas City Inc.	8,994.28 <i>C</i>	5600-Utilities	Steam
VISA	72,666.95	Various	
	25,089.09	5541-Travel/Mileage	Library Conferences Travel Expenses - ALA
	17,687.16	5520-Programming/Promotion-General	Programming Supplies, Summer Reading, & Patron Support
	7,151.95	5540-Registration-Conference	Library Conferences- VMWare, SHRM & SHLB
	4,506.64	5560-Contracted Services-General	VISTA Cost Share, Expensify & Web Hosting
	2,940.24	5521-Programming/Promotion-Speaker Fees	Speaker Fee & Hotel Costs
	2,860.60	5505-General Supplies	Staff appreciation & general supplies
	2,679.79	5509-Business Meeting-Food	Staff Reception & Food for Staff
	9,751.48	Various	Membership Dues, Programming, & Recruitment Adversiting
	72,666.95		
Water Service Dept.	8,623.41 <i>C</i>	5610-Water	
World Wide Technology LLC	127,977.50 <i>A</i>	5715-Capital Outlay-IT Equipment	Installation of Network Refresh Equipment
Zimmerman Productions	6,000.00	5520-Programming/Promotion-General	Event Livestreaming
	<u>2,625,201.00</u>		

*** 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. 4649

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

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to accept the attached financial reports for July 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 July 31, 2023. The library currently has approximately \$29.3 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 deficit of \$1,895,998 which is more than the year-to-date deficit of \$1,375,180 from last year due to the timing of grant revenue and increased expenses. This deficit will continue to increase until substantial tax revenues for 2023 are received from Jackson County in December and January.

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 \$380,316 – 1.3% of budget. Total expenditures for the month were \$3,025,218, bringing the year-to-date expenditures to \$2,266,423 which represents 8.01% 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 \$3,138,609. Additional funds are held for the Library by the Community Foundation as detailed in the attached statements.

GENERAL FUND SUMMARY

July-23

	Annual Budget	Year to Date	% of Budget	Prior Year	Changes
Property Taxes	27,204,193	128,479	0.47%	161,842	(33,363)
All Other Categories	2,050,020	251,837	12.28%	183,523	68,313
Total Revenues	29,254,213	380,316	1.30%	345,365	34,950

Salaries & Fringe Benefits	17,401,618	1,334,332	7.67%	1,147,999	186,333
All Other Categories	11,803,255	904,714	7.66%	647,192	257,522
Total Transfers & Expenses	29,204,873	2,239,046	7.67%	1,795,191	443,855

July – 1 of 12
months

8.33%

**KANSAS CITY PUBLIC LIBRARY
COMBINED BALANCE SHEET -- ALL FUNDS
July 31st, 2023**

	Governmental Fund			Enterprise Fund	Combined Totals	
	General	Other Governmental	Endowment	Parking Garage	7/31/2023	7/31/2022
ASSETS						
Deposits and Investments	13,672,006	12,060,853	3,139,821	501,437	29,374,117	27,370,833
Receivables (net of allowance for uncollectibles):				-		
Property Taxes	1,470,343	-	-		1,470,343	1,171,465
Due From Other Governments					-	
Other	338,575	961,369	-	12,421	1,312,365	897,851
Land	3,622,623	-	-	2,520,000	6,142,623	6,049,875
Other Capital Assets, net of depreciation	43,406,951	-	-	1,316,559	44,723,510	43,872,021
					-	
Total Assets	62,510,498	13,022,222	3,139,821	4,350,417	83,022,958	79,362,045
LIABILITIES AND FUND EQUITY						
Liabilities:						
Accounts Payable	171,046	4,879	-	-	175,925	59,443
Accrued Salaries and Payroll Taxes	336,817	2,338	-	-	339,155	460,840
Deferred Revenue	1,235,415	-	-	-	1,235,415	877,504
Other Payables	167,976	(1,490)	-	-	166,486	305,937
Pension Payable	-	-	-	-	-	(32,273)
Increase/Decrease in Investment	(48,121)	-	-	-	(48,121)	(586)
Total Liabilities	1,863,133	5,727	-	-	1,868,860	1,670,865
Fund Equity:						
Investment in General Fixed Assets	46,242,746			3,836,560	50,079,306	49,663,217
Fund Balance:					-	
Reserved for Retirement System Contribution					-	
Reserved for Capital Expenditures	-	-	-	-	-	-
Reserved for Endowment			3,002,079		3,002,079	3,002,079
Reserved for Bond Issuance					-	
Unreserved:					-	
Designated for Compensated Absences	1,836,339	-			1,836,339	2,030,736
Designated for Tax Protest - General					-	
Designated for Capital Replacement		-	-	-	-	-
Undesignated (Deferred Revenue)	14,427,009	12,902,252	301,675	501,436	28,132,372	24,370,328
Current Year Surplus/(Deficit)	(1,858,729)	114,243	(163,933)	12,421	(1,895,998)	(1,375,180)
Total Fund Equity	60,647,365	13,016,495	3,139,821	4,350,417	81,154,098	77,691,180
Total Liabilities and Fund Equity	62,510,498	13,022,222	3,139,821	4,350,417	83,022,958	79,362,045

Note:
Unaudited

Kansas City Public Library
COMBINED STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE MONTH AND YEAR AS OF JULY 31st, 2023

	Budget	Current Month	Year to Date	% of Budget	Prior Year	Changes
Revenues						
Property Taxes						
4510 - CURRENT TAXES	24,902,693	0	0	0.00 %	0	0
4515 - PROTESTED TAXES	(200,000)	0	0	0.00 %	0	0
4520 - BACK TAXES	1,000,000	128,479	128,479	12.85 %	161,842	(33,363)
4530 - IN LIEU OF TAXES	200,000	0	0	0.00 %	0	0
4540 - REPLACEMENT TAXES	1,150,000	0	0	0.00 %	0	0
4550 - FINANCIAL INSTITUTION TAXES	150,000	0	0	0.00 %	0	0
4560 - INTEREST DISTRIBUTION (County)	1,500	0	0	0.00 %	0	0
Total Property Taxes	27,204,193	128,479	128,479	0.47 %	161,842	(33,363)
Interest						
4570 - INTEREST ON INVESTMENTS	850,000	70,364	70,364	8.28 %	15,643	54,721
Total Interest	850,000	70,364	70,364	8.28 %	15,643	54,721
Contributions						
4600 - CONTRIBUTION	200,000	2,492	2,492	1.25 %	6,036	(3,544)
Total Contributions	200,000	2,492	2,492	1.25 %	6,036	(3,544)
Charges for Services						
4700 - FINES AND FEES	7,000	507	507	7.24 %	636	(129)
4710 - PHOTOCOPYING AND PRINTING	25,000	2,290	2,290	9.16 %	1,187	1,103
4715 - AUTOMATED SYSTEM INCOME - FEES	167,520	152,164	152,164	90.83 %	144,752	7,412
4720 - DOCUMENT DELIVERY	500	56	56	11.20 %	8	48
4750 - CAFÉ SALES	15,000	0	0	0.00 %	0	0
4780 - ROOM RENTAL INCOME	90,000	9,760	9,760	10.84 %	3,675	6,085
Total Charges for Services	305,020	164,777	164,777	54.02 %	150,258	14,519
State and Federal Funds						
4850 - E-RATE DISTRIBUTIONS	180,000	0	0	0.00 %	0	0
4860 - STATE GRANTS - STATE AID	165,000	0	0	0.00 %	0	0
4861 - STATE GRANTS - ART & ENTERTAINER AIDE	160,000	0	0	0.00 %	0	0
4865 - OTHER GRANTS						
Total State and Federal Funds	505,000	0	0	0.00 %	0	0
Others						
Miscellaneous	30,000	1,098	1,098	3.66 %	103	995
Postage Revenue	30,000	1,879	1,879	6.26 %	1,923	(43)
Passport Revenue	130,001	11,227	11,227	8.64 %	9,560	1,665
Total Others	190,000	14,204	14,204	7.48 %	11,586	2,617
Total Revenues	29,254,213	380,316	380,316	1.30 %	345,365	34,950
Expenses						
Salaries						
Full-time Salaries	11,330,874	833,685	833,685	7.36 %	706,372	127,313
Part-time Salaries	1,743,169	125,360	125,360	7.19 %	129,990	(4,629)
Substitute	100,000	22,086	22,086	22.09 %	13,433	8,652
Total Salaries	13,174,043	981,131	981,131	7.45 %	849,795	131,336
Fringe Benefits						
5330 - FICA	950,047	71,383	71,383	7.51 %	61,544	9,839
5331 - WORKER'S COMPENSATION	71,843	69,941	69,941	97.35 %	54,285	15,656
5333 - UNEMPLOYMENT	10,000	0	0	0.00 %	0	0
5334 - RETIREMENT	1,309,407	50,520	50,520	3.86 %	48,382	2,138

5335 - TAX SAVINGS PLAN						
5336 - HEALTH AND WELFARE INSURANCE	1,837,779	160,051	160,051	8.71 %	132,610	27,441
5337 - EMPLOYEE ASSISTANCE PROGRAM	7,000	1,306	1,306	18.66 %	1,270	37
5338 - PART TIME SUBSIDY	36,499	0	0	0.00 %	113	(113)
5340 - EDUCATIONAL ASSISTANCE	5,000	0	0	0.00 %	0	0
Total Fringe Benefits	4,227,575	353,201	353,201	8.35 %	298,204	54,998
Library Materials						
5400 - LIBRARY MATERIALS	1,832,500	114,902	114,902	6.27 %	167,049	(52,147)
5402 - FREIGHT-LIBRARY MATERIALS	2,500	0	0	0.00 %	0	0
5403 - LIBRARY MATERIALS PROCESSING	250,000	5,815	5,815	2.33 %	5,933	(118)
5404 - BINDERY/PRESERVATION	9,000	0	0	0.00 %	711	(712)
5405 - DIGITAL DATABASES	300,000	33,665	33,665	11.22 %	0	33,666
Total Library Materials	2,394,000	154,382	154,382	6.45 %	173,693	(19,311)
General Operating						
5500 - ADVERTISING	60,000	2,908	2,908	4.85 %	342	2,566
5501 - COST OF FOOD SALES	10,000	0	0	0.00 %	0	0
5505 - GENERAL SUPPLIES	102,700	6,233	6,233	6.07 %	4,966	1,267
5506 - COMPUTER SUPPLIES	30,200	521	521	1.73 %	2,986	(2,465)
5507 - OFFICE SUPPLIES	73,798	1,749	1,749	2.37 %	6,068	(4,319)
5508 - FURNITURE & EQUIPMENT (NON-CAPITALIZED)	69,600	4,558	4,558	6.55 %	508	4,050
5509 - BUSINESS MEETING - FOOD & SUPPLIES	70,648	2,443	2,443	3.46 %	2,087	356
5510 - POSTAGE	102,820	11,794	11,794	11.47 %	11,473	321
5512 - PRINTING/PRODUCTION	79,049	1,175	1,175	1.49 %	24,551	(23,376)
5513 - PRINTING EVENT CALENDAR	64,000	0	0	0.00 %	1,205	(1,205)
5520 - PROGRAMMING/PROMOTION - GENERAL	275,650	5,406	5,406	1.96 %	10,716	(5,310)
5521 - PROGRAMMING/PROMOTION - SPEAKER FEES & TRAVEL	110,000	387	387	0.35 %	2,250	(1,862)
5522 - PROGRAMMING/PROMOTION - FOOD & SUPPLIES	40,600	4,778	4,778	11.77 %	1,218	3,559
5530 - EXHIBITS	20,000	2,651	2,651	13.26 %	(97)	2,748
5533 - LEGAL SERVICES	75,000	(9,728)	(9,728)	(12.97) %	(7,013)	(2,715)
5534 - AUDIT EXPENSES	60,000	0	0	0.00 %	8,840	(8,840)
5535 - PROFESSIONAL SERVICES - CONSULTING	197,500	4,900	4,900	2.48 %	26,000	(21,100)
5538 - BANKING CHARGES	26,000	2,144	2,144	8.25 %	1,958	185
5540 - REGISTRATION - CONFERENCE & CONTINUING EDUCATION	55,499	3,794	3,794	6.84 %	2,408	1,387
5541 - TRAVEL/MILEAGE	85,874	3,372	3,372	3.93 %	6,290	(2,918)
5545 - MEMBERSHIP DUES	39,979	10,517	10,517	26.31 %	7,344	3,173
5548 - RENTAL OF EQUIPMENT	46,000	3,130	3,130	6.80 %	634	2,495
5550 - IT HARDWARE MAINT & REPAIRS	175,000	51,050	51,050	29.17 %	45,137	5,913
5551 - IT SOFTWARE MAINT CONTRACTS/SERVICES	380,700	291,519	291,519	76.57 %	(7)	291,526
5552 - IT SOFTWARE - NON CAPITALIZED	108,000	113	113	0.10 %	113	0
5555 - ELECTRONIC CATALOGING	41,000	32,372	32,372	78.96 %	31,073	1,299
5558 - VEHICLE EXPENSES	36,000	36	36	0.10 %	2,754	(2,718)
5560 - CONTRACTED SERVICES - GENERAL	427,150	9,137	9,137	2.14 %	47,086	(37,949)
5561 - CONTRACTED SERVICES - SOFTWARE	768,100	29,823	29,823	3.88 %	31,730	(1,906)
5563 - CONTRACTED SERVICES - SPECIAL EVENTS - SECURITY	11,450	(375)	(375)	(3.28) %	0	(375)
5564 - CONTRACTED SERVICES - SECURITY	727,000	23,324	23,324	3.21 %	52,879	(29,555)
5571 - RECRUITMENT	11,500	100	100	0.87 %	0	100
5590 - MISCELLANEOUS	0	276	276	0.00 %	6,516	(6,240)
Total General Operating	4,380,817	500,107	500,107	11.42 %	332,015	168,092
Building Operations and Maintenance						
5600 - UTILITIES	805,000	61,586	61,586	7.65 %	50,347	11,237
5610 - WATER	75,000	8,041	8,041	10.72 %	4,832	3,210
5620 - GAS	36,300	585	585	1.61 %	601	(17)
5630 - TELECOMMUNICATIONS	317,200	8,634	8,634	2.72 %	6,758	1,876
5640 - CUSTODIAL - NON CONTRACT	10,000	0	0	0.00 %	0	0
5641 - CUSTODIAL - CONTRACT	573,000	48,603	48,603	8.48 %	2,640	45,963
5648 - CONTRACT MAINTENANCE - BUILDING	49,000	7,891	7,891	16.10 %	5,810	2,081
5649 - CONTRACT MAINTENANCE - GROUNDS	80,000	3,354	3,354	4.19 %	3,609	(255)

5650 - CONTRACT MAINTENANCE - EQUIPMENT	148,446	11,537	11,537	7.77 %	11,036	502
5655 - MAINTENANCE & REPAIRS - BUILDING	120,000	10,185	10,185	8.49 %	9,816	368
5658 - MAINTENANCE & REPAIRS - GROUNDS	9,000	(312)	(312)	(3.47) %	95	(407)
5660 - MAINTENANCE & REPAIRS - EQUIPMENT	140,000	1,292	1,292	0.92 %	41,887	(40,594)
5680 - INSURANCE	266,000	103,748	103,748	39.00 %	0	103,748
5685 - LEASE PURCHASE	556,312	0	0	0.00 %	0	0
5690 - PROPERTY RENTAL	70,680	10,504	10,504	14.86 %	1,500	9,004
5696 - PARKING - SPECIAL EVENTS	70,500	1,954	1,954	2.77 %	5,567	(3,613)
Total Building Operations and Maintenance	3,326,438	277,602	277,602	8.35 %	144,498	133,103
Capital Outlay						
5700 - CAPITAL OUTLAY - CONSTRUCTION & OTHER IMPROVEMENTS						
5710 - CAPITAL OUTLAY - FURNITURE & EQUIPMENT	500,000	0	0	0.00 %	75	(76)
5715 - CAPITAL OUTLAY - IT EQUIPMENT	300,000	0	0	0.00 %	0	0
5725 - CAPITAL OUTLAY - LAND						
Total Capital Outlay	800,000	0	0	0.00 %	75	(76)
Total Others	0	0	0	0.00 %	0	0
Total Expenses	28,302,873	2,266,423	2,266,423	8.01 %	1,798,280	468,142
Transfers						
7100 - TRANSFER IN	(598,000)	(27,377)	(27,377)	4.58 %	(3,089)	(24,288)
7200 - TRANSFER OUT	1,500,000	0	0	0.00 %	0	0
Total Transfers	902,000	(27,377)	(27,377)	(3.04) %	(3,089)	(24,288)
NET SURPLUS (DEFICIT)	49,340	(1,858,730)	(1,858,730)	(3,767.19) %	(1,449,826)	(408,904)

Kansas City Public Library
Combined Statement of Revenues and Expenditures (Including Funds Held at GKCCF)
All Fund Types - Month of 7/31/2023

	General	Endowment	Gifts/Grants*	Capital Project	Parking Garage	KCPL Foundation Held at GKCCF		TOTAL
Revenues								
Total Property Taxes	128,479.00	0.00	0.00	0.00	0.00	0.00		128,479.00
Total Interest	70,364.00	17,591.00	0.00	0.00	0.00	0.00		87,955.00
Total Contributions	2,492.00	0.00	1,500.00	0.00	0.00	0.00		3,992.00
Total Charges for Services	164,777.00	0.00	0.00	0.00	44,050.00	0.00		208,827.00
Total State and Federal Funds	0.00	0.00	0.00	0.00	0.00	0.00		0.00
Total Others /Transfers	14,204.00	0.00	0.00	0.00	0.00	0.00		14,204.00
Total Revenues	380,316.00	17,591.00	1,500.00	0.00	44,050.00	0.00		443,457.00
Expenses								
Total Salaries	981,131.00	0.00	12,203.00	0.00	0.00	0.00		993,334.00
Total Fringe Benefits	353,201.00	0.00	1,098.00	0.00	0.00	0.00		354,299.00
Total Library Materials	154,382.00	0.00	2,583.00	0.00	0.00	0.00		156,965.00
Total General Operating	500,107.00	0.00	7,867.00	17,652.00	31,629.00	0.00		557,255.00
Total Building Oper.and Maint.	277,601.00	0.00	0.00	0.00	0.00	0.00		277,601.00
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	(27,377.00)	181,523.00	(154,146.00)	0.00	0.00	0.00		0.00
Total Expenses	2,239,045.00	181,523.00	(130,395.00)	17,652.00	31,629.00	0.00		2,339,454.00

*Includes Swanson Sanders Fund Held at GKCCF

**Kansas City Public Library
Combined Statement of Revenues and Expenditures
All Fund Types YTD July 31st, 2023**

	General	Endowment	Gifts/Grants	Capital Development	Parking Garage	23-24 YTD	21-22 YTD
Revenues							
Property Taxes							
4510 - CURRENT TAXES							
4515 - PROTESTED TAXES							
4520 - BACK TAXES	128,479	-	-	-	-	128,479	161,842
4530 - IN LIEU OF TAXES							
4540 - REPLACEMENT TAXES							
4550 - FINANCIAL INSTITUTION TAXES							
4560 - INTEREST DISTRIBUTION (County)							
Total Property Taxes	128,479	-	-	-	-	128,479	161,842
Interest							
4570 - INTEREST ON INVESTMENTS	70,364	17,591	-	-	-	87,955	19,554
Total Interest	70,364	17,591	-	-	-	87,955	19,554
Contributions							
4600 - CONTRIBUTION	2,492	-	1,500	-	-	3,992	10,746
Total Contributions	2,492	-	1,500	-	-	3,992	10,746
Charges for Services							
4700 - FINES AND FEES	507	-	-	-	-	507	636
4710 - PHOTOCOPYING AND PRINTING	2,290	-	-	-	-	2,290	1,187
4715 - AUTOMATED SYSTEM INCOME - FEES	152,164	-	-	-	-	152,164	144,752
4720 - DOCUMENT DELIVERY	56	-	-	-	-	56	8
4750 - CAFÉ SALES							
4755 - PARKING GARAGE OPERATING REVENUE	-	-	-	-	44,050	44,050	40,544
4780 - ROOM RENTAL INCOME	9,760	-	-	-	-	9,760	3,675
Total Charges for Services	164,777	-	-	-	44,050	208,827	190,802
State and Federal Funds							
4850 - E-RATE DISTRIBUTIONS	-	-	-	-	-	-	-
4855 - FEDERAL GRANTS	-	-	-	-	-	-	-
4860 - STATE GRANTS - STATE AID							
4861 - STATE GRANTS - ART & ENTERTAINER AIDE							
4862 - STATE GRANTS - LSTA	-	-	-	-	-	-	217,777
4863 - STATE GRANTS - OTHER							
4865 - OTHER GRANTS	-	-	-	-	-	-	(11,992)
Total State and Federal Funds	-	-	-	-	-	-	205,785
Others							
Miscellaneous	1,098	-	-	-	-	1,098	103
4901 - POSTAGE REVENUE	1,879	-	-	-	-	1,879	1,923
4902 - PASSPORT REVENUE	11,227	-	-	-	-	11,226	9,560
Total Others	14,204	-	-	-	-	14,203	11,586
Total Revenues	380,316	17,591	1,500	-	44,050	443,456	600,315
Expenses							
Salaries							
5300 - FULL TIME SALARIES	833,685	-	12,203	-	-	845,889	731,730
5310 - PART TIME SALARIES	125,360	-	-	-	-	125,360	131,808
5319 - REPLACEMENT COMPENSATION							
5320 - SUBSTITUTE	22,086	-	-	-	-	22,085	13,433
Total Salaries	981,131	-	12,203	-	-	993,334	876,971
Fringe Benefits							
5330 - FICA	71,383	-	919	-	-	72,302	63,588
5331 - WORKER'S COMPENSATION	69,941	-	-	-	-	69,940	54,284
5333 - UNEMPLOYMENT							
5334 - RETIREMENT	50,520	-	150	-	-	50,672	49,636
5335 - TAX SAVINGS PLAN							
5336 - HEALTH AND WELFARE INSURANCE	160,051	-	29	-	-	160,078	132,772
5337 - EMPLOYEE ASSISTANCE PROGRAM	1,306	-	-	-	-	1,307	1,270
5338 - PART TIME SUBSIDY	-	-	-	-	-	-	113
5340 - EDUCATIONAL ASSISTANCE							
Total Fringe Benefits	353,201	-	1,098	-	-	354,299	301,663
Library Materials							
5400 - LIBRARY MATERIALS	114,902	-	2,583	-	-	117,485	167,222
5402 - FREIGHT-LIBRARY MATERIALS							

5403 - LIBRARY MATERIALS PROCESSING	5,815	-	-	-	-	5,814	5,933
5404 - BINDERY/PRESERVATION	-	-	-	-	-	-	712
5405 - DIGITAL DATABASES	33,665	-	-	-	-	33,666	-
Total Library Materials	154,382	-	2,583	-	-	156,965	173,867
General Operating							
5500 - ADVERTISING	2,908	-	10	-	-	2,918	365
5501 - COST OF FOOD SALES							
5505 - GENERAL SUPPLIES	6,233	-	300	17,652	-	24,185	4,966
5506 - COMPUTER SUPPLIES	521	-	45	-	-	565	2,985
5507 - OFFICE SUPPLIES	1,749	-	-	-	-	1,750	6,069
5508 - FURNITURE & EQUIPMENT (NON-CAPITALIZED)	4,558	-	-	-	-	4,558	507
5509 - BUSINESS MEETING - FOOD & SUPPLIES	2,443	-	-	-	-	2,443	2,087
5510 - POSTAGE	11,794	-	-	-	-	11,794	11,473
5512 - PRINTING/PRODUCTION	1,175	-	-	-	-	1,174	28,386
5513 - PRINTING EVENT CALENDAR	-	-	-	-	-	-	1,205
5520 - PROGRAMMING/PROMOTION - GENERAL	5,406	-	4,789	-	-	10,196	25,143
5521 - PROGRAMMING/PROMOTION - SPEAKER FEES & TRAVEL	387	-	-	-	-	387	2,750
5522 - PROGRAMMING/PROMOTION - FOOD & SUPPLIES	4,778	-	534	-	-	5,311	3,285
5530 - EXHIBITS	2,651	-	-	-	-	2,652	(97)
5533 - LEGAL SERVICES	(9,728)	-	-	-	-	(9,728)	(7,013)
5534 - AUDIT EXPENSES	-	-	-	-	-	-	8,840
5535 - PROFESSIONAL SERVICES - CONSULTING	4,900	-	-	-	-	4,900	26,000
5538 - BANKING CHARGES	2,144	-	-	-	-	2,144	1,958
5539 - LEGISLATIVE/GOVERNMENT							
5540 - REGISTRATION - CONFERENCE & CONTINUING EDUCATION	3,794	-	-	-	-	3,794	2,408
5541 - TRAVEL/MILEAGE	3,372	-	-	-	-	3,372	5,436
5545 - MEMBERSHIP DUES	10,517	-	-	-	-	10,517	7,344
5548 - RENTAL OF EQUIPMENT	3,130	-	-	-	-	3,130	634
5550 - IT HARDWARE MAINT & REPAIRS	51,050	-	-	-	-	51,050	45,137
5551 - IT SOFTWARE MAINT CONTRACTS/SERVICES	291,519	-	18	-	-	291,537	(7)
5552 - IT SOFTWARE - NON CAPITALIZED	113	-	-	-	-	113	158
5555 - ELECTRONIC CATALOGING	32,372	-	-	-	-	32,372	31,074
5558 - VEHICLE EXPENSES	36	-	-	-	-	36	2,753
5560 - CONTRACTED SERVICES - GENERAL	9,137	-	2,171	-	-	11,308	70,829
5561 - CONTRACTED SERVICES - SOFTWARE	29,823	-	-	-	-	29,824	31,730
5563 - CONTRACTED SERVICES - SPECIAL EVENTS - SECURITY	(375)	-	-	-	-	(375)	-
5564 - CONTRACTED SERVICES - SECURITY	23,324	-	-	-	-	23,324	52,879
5571 - RECRUITMENT	100	-	-	-	-	100	-
5580 - PARKING GARAGE OPERATING EXPENSES	-	-	-	-	31,629	31,629	38,732
5590 - MISCELLANEOUS	276	-	-	-	-	276	6,517
Total General Operating	500,107	-	7,867	17,652	31,629	557,256	414,533
Building Operations and Maintenance							
5600 - UTILITIES	61,586	-	-	-	-	61,585	50,347
5610 - WATER	8,041	-	-	-	-	8,041	4,832
5620 - GAS	585	-	-	-	-	585	601
5630 - TELECOMMUNICATIONS	8,634	-	-	-	-	8,633	70,646
5641 - CUSTODIAL - CONTRACT	48,603	-	-	-	-	48,604	2,640
5648 - CONTRACT MAINTENANCE - BUILDING	7,891	-	-	-	-	7,891	5,810
5649 - CONTRACT MAINTENANCE - GROUNDS	3,354	-	-	-	-	3,354	3,609
5650 - CONTRACT MAINTENANCE - EQUIPMENT	11,537	-	-	-	-	11,537	11,036
5655 - MAINTENANCE & REPAIRS - BUILDING	10,185	-	-	-	-	10,185	9,816
5658 - MAINTENANCE & REPAIRS - GROUNDS	(312)	-	-	-	-	(312)	95
5660 - MAINTENANCE & REPAIRS - EQUIPMENT	1,292	-	-	-	-	1,292	41,887
5680 - INSURANCE	103,748	-	-	-	-	103,748	-
5685 - LEASE PURCHASE							
5690 - PROPERTY RENTAL	10,504	-	-	-	-	10,504	1,500
5696 - PARKING - SPECIAL EVENTS	1,954	-	-	-	-	1,954	5,567
Total Building Operations and Maintenance	277,602	-	-	-	-	277,601	208,386
Capital Outlay							
5700 - CAPITAL OUTLAY - CONSTRUCTION & OTHER IMPROVEMENTS	-	-	-	-	-	-	-
5710 - CAPITAL OUTLAY - FURNITURE & EQUIPMENT	-	-	-	-	-	-	76
5715 - CAPITAL OUTLAY - IT EQUIPMENT	-	-	-	-	-	-	-
5725 - CAPITAL OUTLAY - LAND							
5730 - CAPITAL OUTLAY - PARKING GARAGE							
5790 - DEPRECIATION							
Total Capital Outlay	-	-	-	-	-	-	76
Others							
5825 - UNREALIZED GAIN/LOSS							
5981 - CAPITAL LEASE INTEREST							
5982 - GASB 87 - LEASE EXPENSE							
5983 - GASB 87 - INTEREST EXPENSE							

Total Others	-	-	-	-	-	-	-
Total Expenses	2,266,423	-	23,751	17,652	31,629	2,339,455	1,975,496
Total Transfers	(27,377)	181,523	(154,146)	-	-	-	-
BEGINNING FUND BALANCE	15,644,927	3,303,754	6,431,959	6,470,293	4,337,996	36,188,928	33,320,590
NET SURPLUS (DEFICIT)	(1,858,730)	(163,932)	131,895	(17,652)	12,421	(1,895,999)	(1,375,181)
ENDING FUND BALANCE	13,786,197	3,139,822	6,563,854	6,452,641	4,350,417	34,292,929	31,945,409

Kansas City Public Library
Activity Report and Fund Balance for Special Accounts
As of July 31st, 2023

	Balance - Beginning Year To Date 7/1/2022	Receipts Year To Date 7/31/2023	Expenditure Year To Date 7/31/2023	Balance - Ending Year To Date 7/31/2023
GIFT GRANT FUNDS				
DEPARTMENT ACCOUNTS:				
1003 - MVSC-MISC	54,281.96	265.18	63.89	54,483.25
1004 - YOUTH-MISC	35,715.43	0.00	84.44	35,630.99
1005 - RISE-MISC	19,654.51	0.00	0.00	19,654.51
1006 - OUTREACH-MISC	(4,356.62)	124.54	39.50	(4,271.58)
1007 - BLUFORD-MISC	5,284.04	849.61	0.00	6,133.65
1008 - SOUTHEAST-MISC	26,565.61	801.77	0.00	27,367.38
1009 - NORTHEAST-MISC	(1,318.67)	50.10	0.00	(1,268.57)
1010 - PLAZA-MISC	4,504.99	3,452.47	0.00	7,957.46
1011 - WALDO-MISC	5,091.69	1,530.06	0.00	6,621.75
1012 - RUIZ-MISC	1,034.16	560.96	0.00	1,595.12
1013 - WESTPORT-MISC	18,174.53	1,567.74	0.00	19,742.27
1014 - TRAILS WEST-MISC	51,512.11	594.78	0.00	52,106.89
1015 - SUGAR CREEK-MISC	172.76	109.48	0.00	282.24
1016 - CENTRAL-MISC	6,112.44	2,333.86	100.00	8,346.30
1017 - DML-MISC	22,904.04	0.00	1,599.78	21,304.26
FRIENDS GIFTS				
2118 - Friends of the Library Branch Gift	6,787.46	0.00	0.00	6,787.46
FOTLBOOKSTOGIVE - FOTL-Books to Give 2022	(1,991.38)	0.00	0.00	(1,991.38)
DISTRIBUTIONS:				
5001 - Kauffman Book Fund	(24,716.20)	0.00	379.32	(25,095.52)
6000 - Helen Nelson Fund Distribution	0.00	0.00	0.00	-
SWANSON - Swanson Expenditure Fund	(3,750.00)	0.00	0.00	(3,750.00)
EMPLOYEE				
1808 - Employee Wellness	8,867.45	0.00	0.00	8,867.45
SPECIAL PROJECTS:				
1021 - Collection Enhancement	88,716.37	32,858.73	2,139.80	119,435.30
1022 - NEH Programming (Bradbury Speaker Series)	59,955.05	22,654.36	0.00	82,609.41
1023 - NEH Materials	15,619.57	9,608.47	0.00	25,228.04
1025 - Branch Programming	1,334.03	273.22	0.00	1,607.25
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	111,107.66	31,365.50	0.00	142,473.16
1036 - Theis-Kimball Special Collection	2,269.68	634.67	0.00	2,904.35
1037 - NEH 03 Local History	34,253.46	31,008.18	0.00	65,261.64
1040 - Library Art Fund	53,806.39	4,496.53	0.00	58,302.92
1051 - Earth Sciences Gift	(200.00)	0.00	0.00	(200.00)
1200 - Greenwood Society	(4,423.47)	0.00	0.00	(4,423.47)
150th - 150 ANNIVERSARY	(12,525.61)	0.00	0.00	(12,525.61)
1900 - Misc & One Time Gifts	120,700.21	0.00	0.00	120,700.21
2006 - Match MO-CNCS AmeriCorps DigitalCorps 2023	(40.08)	0.00	1,296.29	(1,336.37)
2119 - GKCCF-2023 COVID RESPONSE	25,518.40	0.00	0.00	25,518.40
5801 - KUHALL-STORIES FOR ALL-2021	7,000.00	0.00	0.00	7,000.00
ARCHIVEIT - Internet Archive's Community Webs Program - Travel Reimb.	841.48	0.00	0.00	841.48
ART-MISC - Misc Art Grant Gifts	5,000.00	0.00	0.00	5,000.00
ARTINVENTORY - Art Inventory System Stern Foundation Grant	4,991.38	0.00	0.00	4,991.38
ArtsMW-NEABigRead-22 - Arts Midwest	14,910.37	0.00	0.00	14,910.37

BCOR-General - Building a Community of Readers - General Grant	13,337.72	0.00	1,136.52	12,201.20
BIGREAD2022-MISC - Big Read 2022 Miscellaneous	(6,382.29)	0.00	0.00	(6,382.29)
BLOCH-ECF-DIGINCLUSI - Bloch and Block ECF Digital Inclusion	198,479.57	0.00	2,158.22	196,321.35
BLURENO - Bluford Branch Renovations	(1,880.00)	0.00	0.00	(1,880.00)
BOBDAY - Bob Day Lecture Series	4,041.89	0.00	0.00	4,041.89
BOOKFEST2023 - BOOKFEST 2023 - Heartland Book Festival	72,751.80	1,500.00	1,036.82	73,214.98
CACINSF - National Science Foundation Award - Univ KS	58,235.96	0.00	0.00	58,235.96
CRADLE - CRADLE OF ENTREPRENEURS - Regnier Family Foundation Grant	22,138.08	0.00	0.00	22,138.08
CSLP - Cooperative Summer Library Program Materials Grant	1,903.40	0.00	0.00	1,903.40
CTTCOMMUNITY - Courtney S Turner Trust Grant - Community Programming	0.00	0.00	0.00	-
DIGHISTORY - Digital History Awards	6,060.43	0.00	0.00	6,060.43
DIGINCHOTLINE-GKCCF - Digital Inclusion Hotline Grant - GKCCF	(27,403.67)	0.00	0.00	(27,403.67)
DIGSUMMIT - Digital Inclusion Summit	4,651.15	0.00	0.00	4,651.15
DIGURBAN - Digitize the Urban Renewal Exhibition	5,500.00	0.00	0.00	5,500.00
ECF-CHROMEBOOKS - Emergency Connectivity Fund - Chrome Books	(97,254.74)	0.00	0.00	(97,254.74)
EISNER-MATERIALS-NE - Eisner Grant Project 2021 Northeast Graphic Novels	(2,000.00)	0.00	0.00	(2,000.00)
GEORGEAUDIO - Audiobooks - Daryl George Trust	2,181.52	9,006.18	0.00	11,187.70
GG-GENERAL - Gifts/Grants - General	417,072.23	0.00	0.00	417,072.23
HALL - Hall Family Foundation Grant	17,210.28	0.00	0.00	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	9,025.86	0.00	0.00	9,025.86
HFF-SRLP-2021 - Summer Reading & Learning Program - Hall Family Foundation	762.74	0.00	0.00	762.74
HISTORYBOOK - Bruce Mathews History Book Project - WTK Foundation Grant	45,000.00	0.00	0.00	45,000.00
IMLS-APP-DIGINCL - IMLS - Accelerating Promising Practices Digital Inclusion Cohort	142,840.87	0.00	0.00	142,840.87
IND-FLYNN-OUTREACH - Judith & Matt Flynn Outreach Donation	2,340.83	0.00	1,054.56	1,286.27
LEGO-STEM - Lego/Stem Project	3,349.95	0.00	0.00	3,349.95
LSTA-SPOTLIGHT 2022 - LSTA-SPOTLIGHT 2022- English Basics	8,526.45	0.00	0.00	8,526.45
LSTA-SPOTLIGHT2023 - LSTA-SPOTLIGHT 2023 - Environmental Literacy	(7,574.05)	0.00	0.00	(7,574.05)
LSTA-SUMREAD-2022 - LSTA Summer Reading 2022	(248.88)	0.00	0.00	(248.88)
LSTA-SUMREAD-2023 - LSTA Summer Reading 2023	(8,377.10)	0.00	989.47	(9,366.57)
MARC SWMD Bailer - MARC SWMD Bailer	(10,951.01)	0.00	0.00	(10,951.01)
MAYAANGELOUBOOKAWARD - Maya Angelou Book Award	(4,732.63)	0.00	64.50	(4,797.13)
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	(4,291.75)	0.00	0.00	(4,291.75)
MO-CNCS AmeriCorps - MO-CNCS AmeriCorps DigitalCorps 2022	(14,994.64)	0.00	3,544.48	(18,539.12)
MO-CNCS Subsite - AMCORPVISTA- Subgrantee Site Fees, Non-Fed	23,661.58	0.00	13.00	23,648.58
MOSLStrMO-Mobile-21 - Mobile Services in Kansas City	32,516.18	0.00	0.00	32,516.18
MVRCLUB - Missouri Valley Room Club	34,167.54	0.00	0.00	34,167.54
PROLIT2023 - PROLIT-2023-Financial Literacy	6,000.00	0.00	0.00	6,000.00
RACOR-GKCCF - GKCCF - Raising a Community of Readers	10,951.38	0.00	0.00	10,951.38
RIHLTH-CPSC - Refugee and Immigrant Health Education - CPSC Grant	17,724.76	0.00	0.00	17,724.76
SOSLAND-YFE-2022 - SOSLAND-YFE-2022	(172.74)	0.00	0.00	(172.74)
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	25,744.45	0.00	1,551.95	24,192.50
SS-WEWERS - Speaker Series - Frank and Helen Wewers Gift	5,000.00	0.00	0.00	5,000.00
VISTA - Corporation for National and Community Service VISTA Grant	76,149.59	0.00	4,359.34	71,790.25
WritersForReaders - Writers For Readers	54,543.86	0.00	0.00	54,543.86
WTK-WIKIPEDIAN-2021 - Wikipedian In Residence - William T Kemper Foundation Grant	(37,194.86)	0.00	0.00	(37,194.86)
KCPL FUNDS HELD AT GKCCF				
7033 - Endowment for Strategic Initiatives	5,431,041.35	0.00	0.00	5,431,041.35
Total GIFT GRANT FUNDS	7,431,000.37	155,646.39	21,611.88	7,565,034.88

ENDOWMENT ACCOUNT DETAIL:

7001 - Interest	192,847.82	17,590.93	192,847.82	17,590.93
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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	505,761.80	0.00	0.00	505,761.80
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	4,026.11	0.00	0.00	4,026.11
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	22,553.44	0.00	0.00	22,553.44
7020 - Ruiz	8,845.25	0.00	0.00	8,845.25
7021 - Westport	25,167.37	0.00	0.00	25,167.37
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	182,603.55	11,324.41	0.00	193,927.96
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	3,299,731.64	28,915.34	192,847.82	3,135,799.16
CAPITAL DEVELOPMENT PROJECTS:				
3NRENO - 3NRenovation	(416,253.73)	0.00	21,875.12	(438,128.85)
4600 - Capital Development - General	5,062,614.01	0.00	0.00	5,062,614.01
BLUFORD-PROSPECT - BLUFORD-3020 PROSPECT	(570,949.94)	0.00	0.00	(570,949.94)
BLUFORD-WABASH - BLUFORD - WABASH LOTS	(23,491.50)	0.00	0.00	(23,491.50)
E-Rate NW Equip FY22 - E-RATE Network Equipment FY22	(539,860.70)	0.00	17,652.00	(557,512.70)
Total CAPITAL DEVELOPMENT PROJECTS	3,512,058.14	0.00	39,527.12	3,472,531.02

KANSAS CITY LIBRARY FAMILY OF FUNDS
STATEMENTS OF FINANCIAL POSITION
MANAGEMENT REPORT
JUNE 30, 2023

	KCPU00 ^(A)	KAUF00 ^(B)	NELS05 ^(C)	INGR00 ^(D)	SWAN06 ^(E)	TOTAL	JUNE 30, 2022
<u>ASSETS</u>							
Cash and Investments	\$ 391,067.54	\$ 5,451,414.83	\$ 1,355,050.51	\$ 251,452.81	\$ 5,431,041.35	\$ 12,880,027.04	\$ 11,763,245.75
TOTAL ASSETS	\$ 391,067.54	\$ 5,451,414.83	\$ 1,355,050.51	\$ 251,452.81	\$ 5,431,041.35	\$ 12,880,027.04	\$ 11,763,245.75
<u>LIABILITIES & FUND BALANCE</u>							
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES	-	-	-	-	-	-	-
FUND BALANCE	391,067.54	5,451,414.83	1,355,050.51	251,452.81	5,431,041.35	12,880,027.04	11,763,245.75
TOTAL LIABILITIES & FUND BALANCE	\$ 391,067.54	\$ 5,451,414.83	\$ 1,355,050.51	\$ 251,452.81	\$ 5,431,041.35	\$ 12,880,027.04	\$ 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 FISCAL YEAR JULY 1, 2022 - JUNE 30, 2023**

	KCPU00 ^(A)	KAUF00 ^(B)	NELS05 ^(C)	INGR00 ^(D)	SWAN06 ^(E)	TOTAL	FISCAL YEAR ENDED JUNE 30, 2022
INCOME							
Contributions	\$ 26,626.87	\$ -	\$ -	\$ -	\$ -	\$ 26,626.87	\$ 1,712,500.00
Interest Income	7,701.29	6,488.81	888.86	9.64	53,888.43	68,977.03	31,729.25
Dividend Income	1,527.82	91,469.74	31,105.62	4,446.89	62,807.82	191,357.89	224,204.95
Other Income/(Loss)	5,099.57	378,398.82	113,656.09	18,231.22	394,545.73	909,931.43	(1,955,267.97)
TOTAL INCOME/(LOSS)	40,955.55	476,357.37	145,650.57	22,687.75	511,241.98	1,196,893.22	13,166.23
EXPENSE							
Grants	-	-	-	-	-	-	28,340.25
Project Expenditures	6,584.20	-	8,911.51	-	785.91	16,281.62	13,018.15
Administrative Fees	3,665.04	16,174.80	25,496.98	2,391.85	16,101.64	63,830.31	67,941.26
TOTAL EXPENSE	10,249.24	16,174.80	34,408.49	2,391.85	16,887.55	80,111.93	109,299.66
NET INCOME/(EXPENSE)	30,706.31	460,182.57	111,242.08	20,295.90	494,354.43	1,116,781.29	(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	\$ 391,067.54	\$ 5,451,414.83	\$ 1,355,050.51	\$ 251,452.81	\$ 5,431,041.35	\$ 12,880,027.04	\$ 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>7/31/2023</u>	<u>7/31/2022</u>	Changes *
Revenue	\$ 44,050	\$ 40,544	\$ 3,506
Expense	\$ 31,629	\$ 38,732	\$ (7,103)
Transfers	\$ -	\$ -	\$ -
Net Surplus / (Deficit)	\$ 12,421	\$ 1,812	\$ 10,609
Capital Maint./Equip.	\$ -	\$ -	\$ -
Ave.Monthly Parkers	510	507	3

Nine Muses Library Coffee Shop				
	<u>7/31/2023</u>		<u>7/31/2022</u>	
	Month	Year to Date	Month	Year to Date
Revenue	\$ -	\$ -	\$ -	\$ -
Expense	\$ -	\$ -	\$ -	\$ -
Net Surplus / (Deficit)	\$ -	\$ -	\$ -	\$ -
Customer Count	-	-	-	-
Ave./Customer	\$ -	\$ -	\$ -	\$ -

Auxiliary Post Office							
	Actual YTD July 2023				Budget 2023/2024		YTD 7/31/22
	<u>Bluford</u>	<u>Northeast</u>	<u>Sugar Creek</u>	<u>Total</u>	<u>Total</u>	<u>% Budget</u>	<u>Total</u>
Revenue	976.39	742.63	160.70	1,879.72	30,000.00	6.3%	1,922.83
Expense*	662.30	-	717.20	1,379.50	9,220.00	15.0%	350.00
Net Surplus / (Deficit)	314.09	742.63	(556.50)	500.22	20,780.00	2.4%	1,572.83

Passport Services								
	Actual YTD July 2023					Budget 2023/2024		YTD 7/31/22
	<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	3,003.75	4,620.00	2,628.75	973.75	11,226.25	130,000.00	8.6%	9,560.60
Expense*	28.75	386.00	578.00	717.20	1,709.95	15,000.00	11.4%	215.60
Net Surplus / (Deficit)	2,975.00	4,234.00	2,050.75	256.55	9,516.30	115,000.00	8.3%	9,345.00

*Direct expenses only - no personnel cost

Library Board Memo No. 4650

TO: Board of Trustees, Kansas City Urban Public Library District
FROM: John Herron, Chief Executive
RE: Annual Reaffirmation of Code of Ethics Policy

PROPOSED ACTION: Move approval of the recommendation of the Chief Executive to re-affirm Library Board Policy 004 (Code of Ethics).

ATTACHMENTS: Library Board Policy 004

SUMMARY: Section 105.485.4 RSMo requires certain officials, officers and employees of political subdivisions to file financial interest statements unless the political subdivision adopts a resolution that establishes and makes public its own method of disclosing potential conflicts of interest. The Missouri Ethics Commission has issued an opinion which states that those political subdivisions with annual operating budgets over one million dollars must adopt such a resolution by the 15th of September each year and file it with the Missouri Ethics Commission within 10 days of its adoption. By reaffirming our current policy, the Board will comply with this requirement.

004. CODE OF ETHICS

The Library Board of Trustees and the employees of the Library District shall adhere to the following Code of Ethics:

1. **Declaration of Policy.** The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure, that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by the Library Board of Trustees and the Library Director of private financial or other interests in matters affecting the Library District.
2. **Conflicts of Interest.**
 - a. All members of the Board and the Director must comply with Section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.
 - b. Any member of the Board who has a "substantial or private interest" in action proposed or pending before the Board must disclose that interest to the Secretary of the Board and shall record it in the minutes of the Board. Substantial or private interest is defined as ownership by an individual, his/her spouse, or his/her dependent children, whether singularly or collectively, directly or indirectly of:
 1. 10% or more of any business entity, or
 2. an interest having a value of \$10,000 or more; or
 3. the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.
3. **Disclosure Reports.** The Director shall disclose the following information by May 1 if any such transactions occurred during the previous calendar year:
 - a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties of each transaction with a total value in excess of five hundred dollars (\$500), if any, that such person had with the Library District, other than compensation received as an employee or payment of any tax, fee or penalty due to the District, and other than transfers for no consideration to the District.
 - b. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred (\$500), if any, that any business entity in which such person had a substantial interest, had with the Library District, other payment of any tax, fee or penalty due to the District, and other than transfers for no consideration to the District.
 - c. The Director shall, by May 1 for the previous calendar year, also disclose the following information:
 1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;

2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and address are filed by the partnership or joint venture with the Secretary of State, the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent (10%) or more of the class of the outstanding stock or limited partnership units; and the name of the publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent (2%) or more of any class of outstanding stock, limited partnership units or other equity interests;
3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

4. Filing of Reports.

- a. The financial interest statements shall be filed by the Director at the following times, but not more than once in any calendar year.
 1. The Director shall file a financial statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that the Director may supplement the financial interest statement to report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.
 2. Each new Director appointed to office by the Board of Trustees shall file the statement within thirty days of such appointment or employment.
 - b. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the Library District and with the Secretary of State prior to January 1, 1993. After January 1, 1993, reports shall be filed with the Library District and the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.
5. **Chief Purchasing Officer.** The Director is hereby designated as the Chief Purchasing Officer of the Kansas City Public Library District.
6. **Filing of Resolution.** A certified copy of this policy, adopted prior to September 15, 1991, shall be sent within ten days of its adoption to the Secretary of State's office. A certified copy of any policy adopted on or after January 1, 1993, shall be sent to the Missouri Ethics Commission within ten days of its adoption.
7. **Effective Date.** This policy shall be in full force and effect from and after the date of its passage and approval and shall remain in effect until amended or repealed by the Board.

Board Policy 004 (Adopted 8-91)