



Library

**Board Report
May 12, 2022**

AGENDA

JOHNSON COUNTY LIBRARY BOARD OF DIRECTORS
REGULAR MEETING, MAY 12, 2022
Central Resource Library
Carmack Community Room
9875 W 87th St Overland Park, KS 66212
4:00 p.m.

The public can view the broadcast of the meeting on the Johnson County Library [Facebook page](#) for a live feed or later when the video is posted to the Library's website.

If you have information or comments related to any item on our agenda that you would like to have presented to the Library Board, we encourage you to submit that information in writing. If you wish to submit information, please email comments or statements to kangethep@jocolibrary.org before noon on the Wednesday before the Thursday Library Board meeting. Comments received by noon will be shared with the entire Board prior to the meeting.

- I. Call to Order
- II. Citizen Comments will be accepted in writing and made part of the record of the meeting.
- III. Remarks
 - A. Members of the Johnson County Library Board of Directors
 - B. Board Chair, David Sims
 - C. Friends of the Library; written report presented by Shanta Dickerson.....4
 - D. Johnson County Library Foundation: written report presented by Stephanie Stollsteimer.....5
 - E. Liaison, Board of County Commissioners, Janeé Hanzlick
- IV. Reports
 - A. Board Counsel – Andrew Logan and Fred Logan
 - a) Legal Path to Property Sales
 - B. County Librarian Report – Sean Casserley, County Librarian
 - 1. Finances and Statistics
 - a) Financial Report, Dave Vratny, Finance Director.....7
 - b) Core statistics, Adam Wathen, Associate Director for Systemwide Services.....14
 - i. Expenditure Trends, Dave Vratny, Finance Director.....17
 - 2. Comprehensive Library Master Plan, Scott Sime, Project Coordinator
 - a) Antioch Replacement.....21
 - i. Design Update with Dake Wells.....25
 - b) DeSoto, Spring Hill and Edgerton Renewal Study.....30
 - c) Capital Projects: Timeline Summary.....33
 - 3. Updates – Tricia Suellentrop, Deputy County Librarian
 - a) Summer Reading Preview, Joseph Keehn, Program and Event Coordinator.....36
 - b) ETC Survey Results, Tricia Suellentrop, Deputy County Librarian.....43
 - c) Leadership Development Program, Laura Blair, Learning and Development Training Manager.....52
- V. Consent Agenda
 - A. Action Items:
 - 1. Minutes of the April 14, 2022 Regular Library Board meeting.....55
 - 2. Minutes of the April 14, 2022 Joint Board of County Commissioner and Library Board meeting.....62
 - 3. Minutes of the April 26, 2022 Special Board meeting.....67

B. Information Items

1. Financial and Personnel

- a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for March 2021 were handled in accordance with library and County policy.
- b) The March 2021 Revenue and Expenditure reports produced from the County's financial system reflect the Library's revenues and expenditures

C. Gift Fund Report

- 1. Treasurer's Report.....68

VI. Old Business

None

VII. New Business

- A. Action item: Cedar Roe Construction Services Term and Supply Work Order Authorization with Universal Construction Company and Closure.....69
- B. Action item: Consideration to approve BiblioCommons Contract.....77

VIII. Executive session: 30 minutes, pursuant to K.S.A. 75-4319(b)(1) to consider a personnel matter of non-elected personnel.

IX. Adjournment



May 2022: Monthly Report
of the
Friends of Johnson County Library
to the
Board of Directors of Johnson County Library

Thank you, Madame Chair, and members of the Board, and Commissioner Hanzlick, and Mr. Casserley for this time to report on Friends progress on behalf of the Executive Committee.

- Books, Books, Books

As reported in April, the Friends are working closely with Johnson County Library and County Facilities staff to resume donation acceptance at Library branches. Currently, donors with a small bag or armful of books are encouraged to drop off their donations exclusively at the following branches: Antioch, Blue Valley, Cedar Roe, Gardner, and Leawood. If your neighborhood branch is not included here, we thank you for your continued patience, and please know that we will be phasing in additional locations throughout the year with the goal of accepting small-quantity donations at all branches by the end of 2022.

We continue to accept donations at Friends HQ every Saturday, now between 9-11am. Our donation acceptance window has shifted by an hour to allow for members-only shopping time at the beginning of our pop-up sales. If you're not a member, please join us at <https://www.friendsofjcl.org/page/join> and we'll look forward to seeing you at our next sale, on May 14!

- Challenge Grant from FoKL (Friends of Kansas Libraries)

Every year, Friends of Kansas Libraries issues challenge grants to Library Friends organizations throughout the state, with a maximum amount of \$500.00. We are the grateful recipients of a 2022 award! Our challenge is to increase sales and reduce waste by buffing not-so-gently-used DVD, audiobook and video game discs that meet our criteria for online sales but would otherwise be discarded due to damage. We are tracking the amount of time this adds to volunteer workload, supply costs – we have found that we go through buffer discs more quickly than Johnson County Library locations with this piece of equipment do, as we use it on an industrial scale – and increase of these specific audiovisual items through our internet sales division. We will report out to FoKL in February 2023 and, if the project proves successful, seek additional funding to help sustain it.

To: Library Board of Directors
From: Stephanie Stollsteimer
Date: May 12, 2022
Re: Johnson County Library Foundation update

Donor Appreciation

The Foundation hosted our in-person 1952 Society/Readers Circle appreciation event, April 27.

- 1952 Society: Writing the Library's Next Chapter, is recognition for planned-giving.
- Readers Circle recognizes individual and couples for their cumulative giving starting at \$10,000.
- It was exciting to welcome guests nearly 80 guests who were donors, volunteers, and Friends.
- The program featured guest speaker, Arthur Muir, the oldest American to reach the summit of Mount, Everest, May 2021, at age 75.
- This kicks off our plans to show our appreciation and continue to engage these library lovers.

Appreciation Continued: Volunteers

- Many of those invited to the 1952/Readers Circle appreciation event are volunteers.
- Planned gifts, by and large, have been from individuals who have been a combination of volunteers, Friends and Foundation Donors.
- On April 20, our volunteer team lead by volunteer coordinator, Amber Bourek-Slater hosted an in-person volunteer appreciation event.
- More than 60 volunteers gathered here at Central!
- During the event, 12 volunteers were initiated as inaugural members of the 2080 Club.
 - Each of these volunteers has given over 2,080 hours of service or the equivalent of 1 full time year of service or more to the library.
 - All combined they contributed 33,980 hours of service spanning 7-20 years of service.
 - Those hours translate to the economic equivalent of nearly \$1 million of labor for the Johnson County Library.

Grant Recognition

We continue to apply for grants from area foundations and funders to support many programs that the Library continues to provide.

Here are some of the of grantors from 2021.

- Ewing Marion Kauffman Foundation for Race Project KC and Online Programming
- Black & Veatch Foundation for the MakerSpace
- Regnier Family Foundation for the 6 by 6 program
- R.A. Long Foundation for Brainfuse online tutoring
- Joan and Bert Berkley Blue Heron Foundation for the Writers Fund

Library

- Freedom Frontier Foundation for Race Project KC
- Village Presbyterian Church for Incarcerated Services

Finance

- The 2021 audit is being finalized and the 990 tax return is being prepared.
- We continue to add to endowment investments at the Greater Kansas City Community Foundation. The value of these funds impacts the annual disbursement to the Library for the collection.
- Next month we will have a six-figure check presentation for the collection!

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category (.75 Increase Only)
March 2022
25% of Year Lapsed

| OPERATING FUND | Programs | 2022 Budget |
|---|--|----------------------------------|
| | Revenue | 3,767,639 |
| | Administrative Services | |
| | Information Technology | |
| | Collection Development | |
| | Branch/Systemwide Services | 74,065 |
| | Transfer to Capital Projects | 1,757,330 |
| | Interfund Transfers | |
| TOTAL OPERATING FUND EXPENDITURES | | <u>\$1,831,395</u> |
| TOTAL .75 INCREASE FUNDS REMAINING OPERATING | | <u><u>\$1,936,244</u></u> |
| | | |
| SPECIAL USE FUND | | 2022 Budget |
| | Revenue: | 3,590,820 |
| | Expenses: | |
| | Contractual Services (General Maintenance) | |
| | Commodities (Capital Equipment) | |
| | Transfer to Debt Payment | |
| | Transfer to Debt Payment - CLMP | 501,111 |
| | Transfer to Capital Projects | |
| TOTAL SPECIAL USE FUND EXPENDITURES | | <u>\$501,111</u> |
| TOTAL .75 INCREASE FUNDS REMAINING SPECIAL USE | | <u><u>\$3,089,709</u></u> |
| TOTAL .75 INCREASE FUNDS REMAINING ALL FUNDS | | <u><u>\$5,025,953</u></u> |

Expenditure of Friends of the JCL Donations 2022

| <i>Expenditure Details</i> | <i>March</i> | <i>YTD</i> |
|--|---------------------|--------------------|
| Volunteer Recognition | \$0.00 | \$0.00 |
| Advertising/Promotion | 0.00 | 0.00 |
| Collection Materials | 0.00 | 0.00 |
| Professional Development/Staff Recognition | 0.00 | 0.00 |
| Technology/Recruitment Consulting & Expenses | 0.00 | 0.00 |
| Strategic Planning meeting supplies | 0.00 | 0.00 |
| GEM Award/Staff Recognition | 0.00 | 0.00 |
| Homework Help and Tutor.com | 0.00 | 0.00 |
| Summer Reading Club/Elementia | 0.00 | 0.00 |
| Other Library Programming | 0.00 | 0.00 |
| MidAmerica Regional Council | 0.00 | 0.00 |
| Joint Board Meeting Expense | 0.00 | 0.00 |
| Board Travel Expenses | 1,105.53 | 2,118.86 |
| Board Retreat Expenses | 0.00 | 0.00 |
| Miscellaneous | 0.00 | 0.00 |
| Total Expenditures | \$ 1,105.53 | \$ 2,118.86 |

JOHNSON COUNTY LIBRARY TOTAL REVENUE REPORT

March 2022
25% of Year Lapsed

| REVENUE ALL FUNDS | 2022 Year to Date | 2022 Budget | % Budget Year to Date | % Budget YTD Prior Year |
|--------------------------------------|----------------------|-------------------|--------------------------|----------------------------|
| Ad Valorem | 22,264,927 | 38,342,480 | 58% | 58% |
| Ad Valorem Delinquent | 203,785 | 364,732 | 56% | -11% |
| Motor Vehicle | 885,478 | 3,442,484 | 26% | 28% |
| Library Generated - Copying/Printing | 18,227 | 104,359 | 17% | 14% |
| Library Generated - Overdues / Fees | 76,795 | 493,271 | 16% | 10% |
| Sale of Library Books | 12,500 | 50,000 | 25% | 0% |
| Misc Other | 296 | 18,703 | 2% | 4% |
| Reimbursement | 48,077 | 630,043 | 8% | 5% |
| Library Generated - Other Charges | 0 | 3,641 | 0% | 0% |
| Investment | 25,373 | 54,948 | 46% | 67% |
| Unencumbered Balance Forward | 0 | 0 | 0% | 0% |
| Recreational Vehicle Tax | 9,170 | 15,169 | 60% | 71% |
| Commercial Vehicle Tax | 39,521 | 49,843 | 79% | 62% |
| Heavy Trucks Tax | 3,361 | 5,261 | 64% | 76% |
| Rental Excise Tax | 24,372 | 43,457 | 56% | 29% |
| State and Federal Grants | 133,322 | 265,638 | 50% | 49% |
| TOTAL REVENUE | 23,745,203 | 43,884,029 | 54% | 53% |

Expenses ALL FUNDS with Collection

| Encumbrance | 2022 Year to Date | 2022 Budget | % Categories Expended |
|--------------------------------|----------------------|-------------------|--------------------------|
| Salaries and Benefits | 4,827,041 | 22,947,472 | 21% |
| Contractual Services | 2,446,011 | 6,007,986 | 41% |
| Commodities | 2,983,972 | 4,411,766 | 68% |
| Risk Management Charges | 62,747 | 251,838 | 25% |
| Capital / Maintenance / Repair | 1,757,330 | 3,500,494 | 50% |
| Transfer to Debt Payment | 4,859 | 0 | 0% |
| Transfer to Capital Projects | 570,317 | 3,590,820 | 16% |
| Grants | 133,691 | 265,638 | 50% |
| Interfund Transfer | 2,908,015 | 2,908,015 | 100% |
| TOTAL EXPENDITURES | 15,693,984 | 43,884,029 | 36% |

Revenue - Expenses as of March 31, 2022 **8,051,220**

| RESERVES ALL FUNDS | As of 12/31/20 |
|---------------------------|--------------------------|
| Reserves Operating Fund | 11,832,474 |
| Reserves Special Use Fund | 1,702,168 |
| Total JCL Reserves | <u>13,534,642</u> |

Scheduled Replacement Plan Funding

| | <u>REVENUE RECEIVED TO DATE</u> |
|----------------------|---------------------------------|
| - | |
| 2015 Fund Transfer | 350,000 |
| 2016 Fund Transfer | 699,000 |
| 2017 Fund Transfer | 1,130,250 |
| 2018 Fund Transfer | 1,147,850 |
| 2019 Fund Transfer | 1,131,100 |
| Total Revenue | <u>4,458,200</u> |

2022

| | |
|----------------------------------|-------------------------|
| Contractual Services | 1,584,927 |
| Building Repair | 585,616 |
| Architectural Services | 68,820 |
| Furnishings and Office Equipment | 73,032 |
| HVAC | 178,193 |
| Sorter Parts and Labor | 4,113 |
| Security System Maint & Repair | 33,549 |
| Vehicles | 119,310 |
| AED Equipment | 9,613 |
| Interfund Transfer | 1,767,934 |
| | <u>4,425,107</u> |
| Budget Remaining | <u>33,093</u> |

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Cost Category
March 2022
25% Year Lapsed

| OPERATING FUND | 2022 | 2022 | % Program |
|--|---------------------|-------------------|------------------|
| Programs | Year to Date | Budget | Expended |
| Administrative Services | 935,396 | 4,363,169 | 21% |
| Information Technology | 1,060,382 | 3,845,401 | 28% |
| Collection Development | 710,053 | 3,946,140 | 18% |
| Branch/Systemwide Services | 4,315,602 | 21,274,373 | 20% |
| Risk Management Charges | 62,747 | 251,838 | 25% |
| Grants * | 133,691 | 265,638 | 50% |
| Transfer to Capital Projects | 1,757,330 | 3,107,330 | 57% |
| Interfund Transfer | 2,866,474 | 2,908,015 | 99% |
| TOTAL OPERATING FUND EXPENDITURES | 11,841,675 | 39,961,904 | 30% |

| SPECIAL USE FUND | 2022 | 2022 | % Budget |
|--|---------------------|------------------|-----------------|
| | Year to Date | Budget | Expended |
| Contractual Services (General Maintenance) | 39,452 | 204,305 | 19% |
| Commodities (Capital Equipment) | 17,150 | 127,000 | 14% |
| Transfer to Debt Payment | 4,859 | 0 | 0% |
| Transfer to Capital Projects | 496,252 | 3,590,820 | 14% |
| TOTAL SPECIAL USE FUND EXPENDITURES | 557,713 | 3,922,125 | 14% |

| | | | |
|---------------------------|-------------------|-------------------|------------|
| TOTAL EXPENDITURES | 12,399,388 | 43,884,029 | 28% |
|---------------------------|-------------------|-------------------|------------|

JOHNSON COUNTY LIBRARY: Summary of Expenditures by Type
March 2022
25% Year Lapsed

| ALL FUNDS | 2022 | 2022 | % Categories |
|--------------------------------|---------------------|-------------------|---------------------|
| Categories | Year to Date | Budget | Expended |
| Salaries and Benefits | 4,827,041 | 22,947,472 | 21% |
| Contractual Services | 1,626,782 | 6,007,986 | 27% |
| Commodities | 508,606 | 4,411,766 | 12% |
| Risk Management Charges | 62,747 | 251,838 | 25% |
| Capital / Maintenance / Repair | 1,757,330 | 3,500,494 | 50% |
| Transfer to Debt Payment | 4,859 | 0 | 0% |
| Transfer to PBC Capital Leases | 570,317 | 3,590,820 | 16% |
| Grants | 133,691 | 265,638 | 50% |
| Interfund Transfer | 2,908,015 | 2,908,015 | 100% |
| TOTAL EXPENDITURES | 12,399,388 | 43,884,029 | 28% |

| GRANTS* | Expenditures through 3/31/2022 | Source | Received | Expenditures | Grant Award | Budget Remaining |
|-----------|--------------------------------|--------|-----------|--------------|--------------|------------------|
| 285000089 | 2022-State Aid | State | 3/17/2022 | \$0.00 | \$133,321.69 | \$133,321.69 |

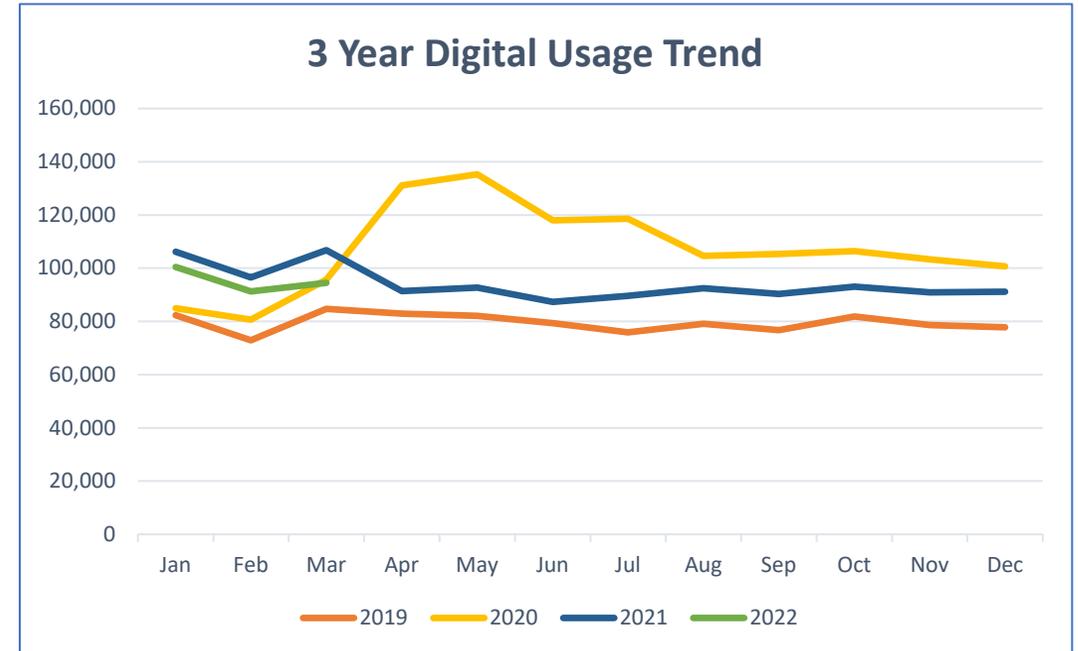
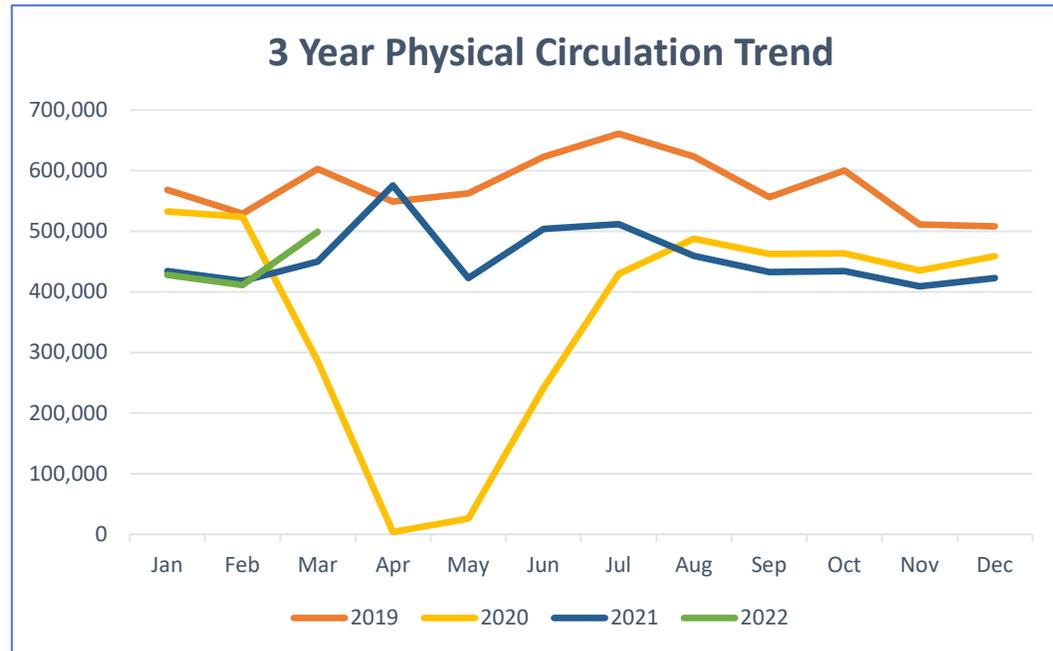
*Includes all expenditures and revenues over the life of the grant.

Monthly Statistical Report

May 2022



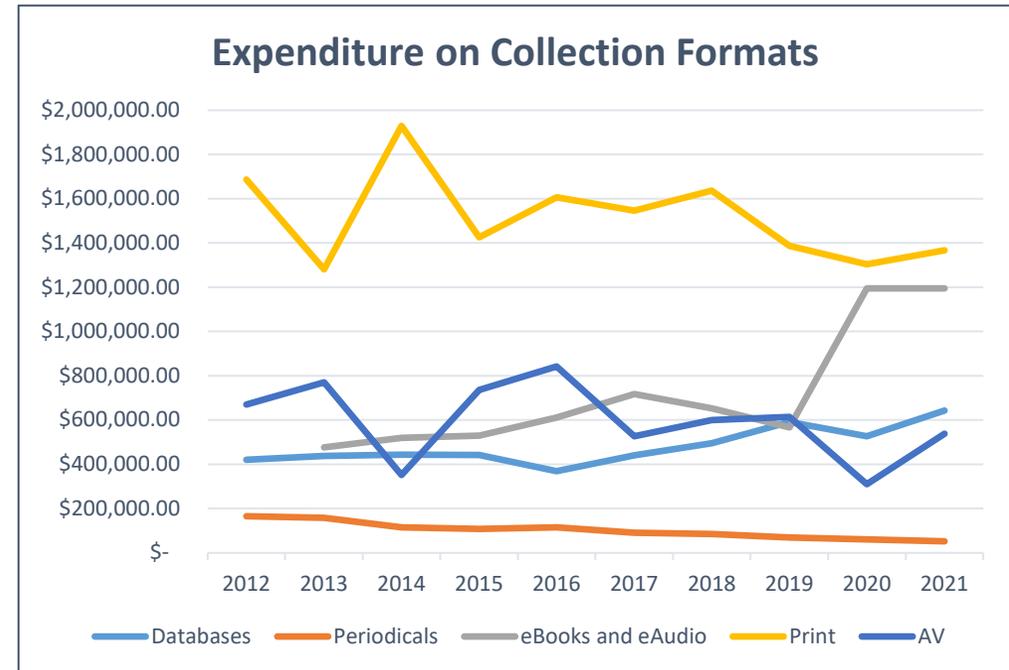
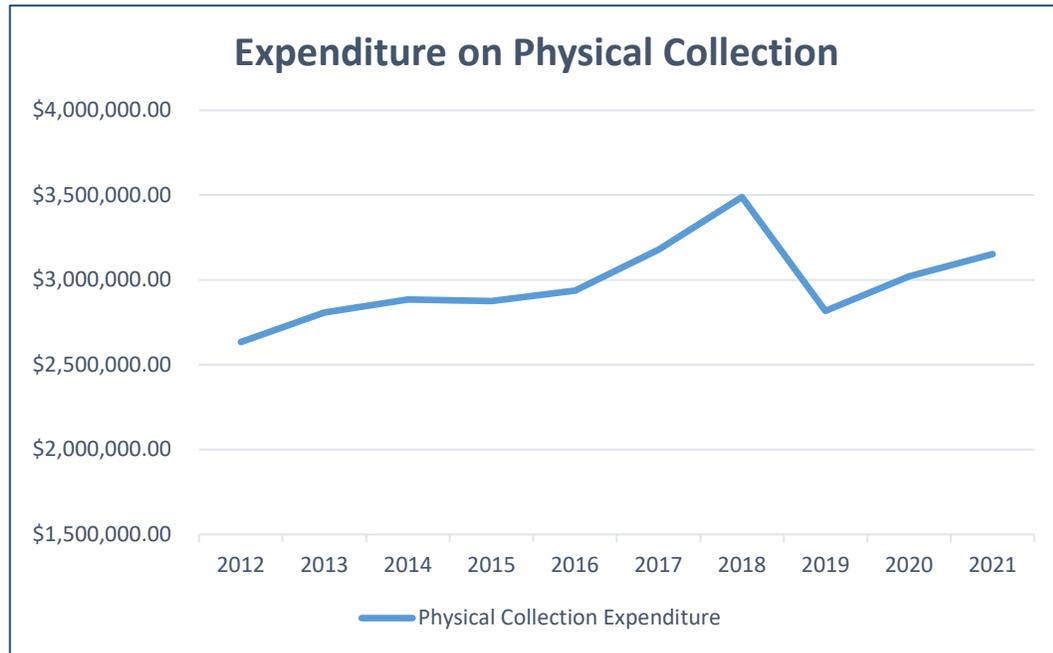
Monthly Statistics



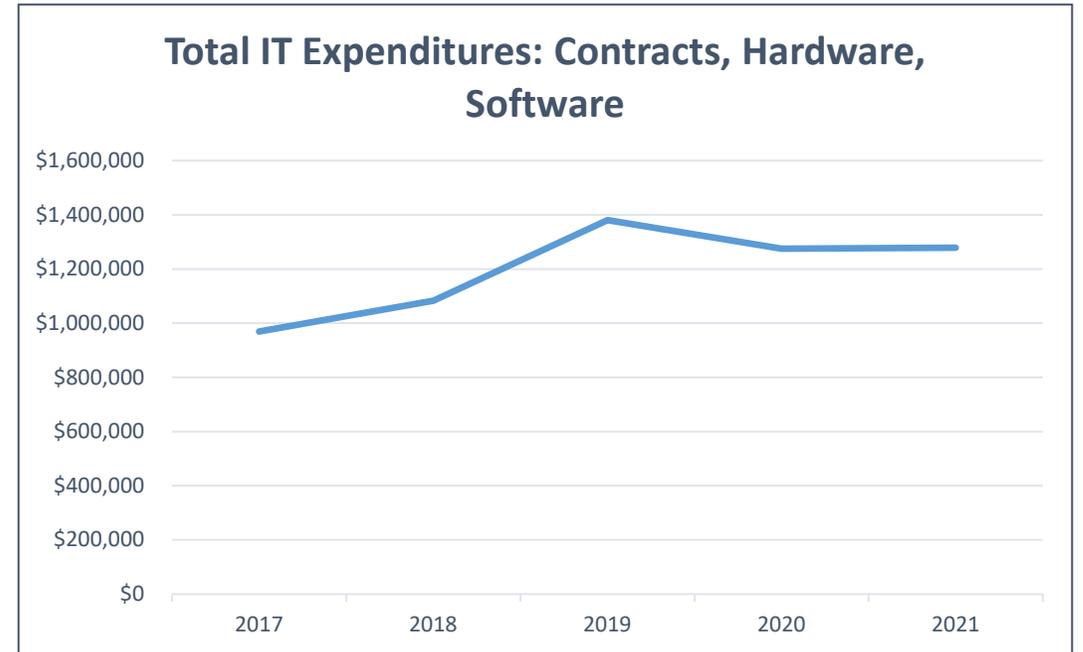
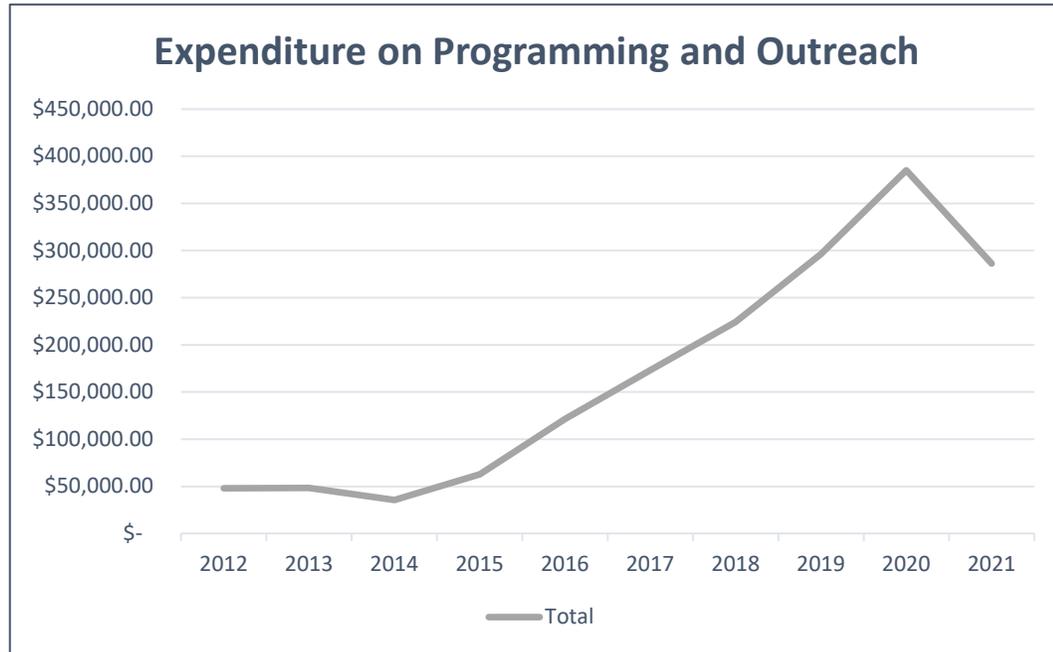
Monthly Statistics



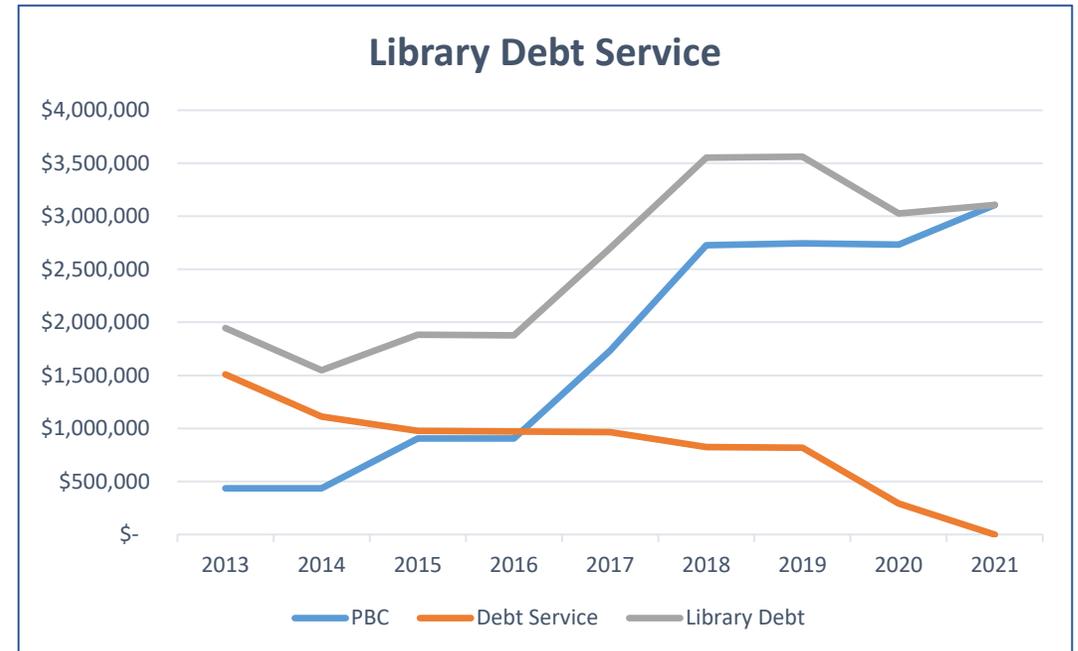
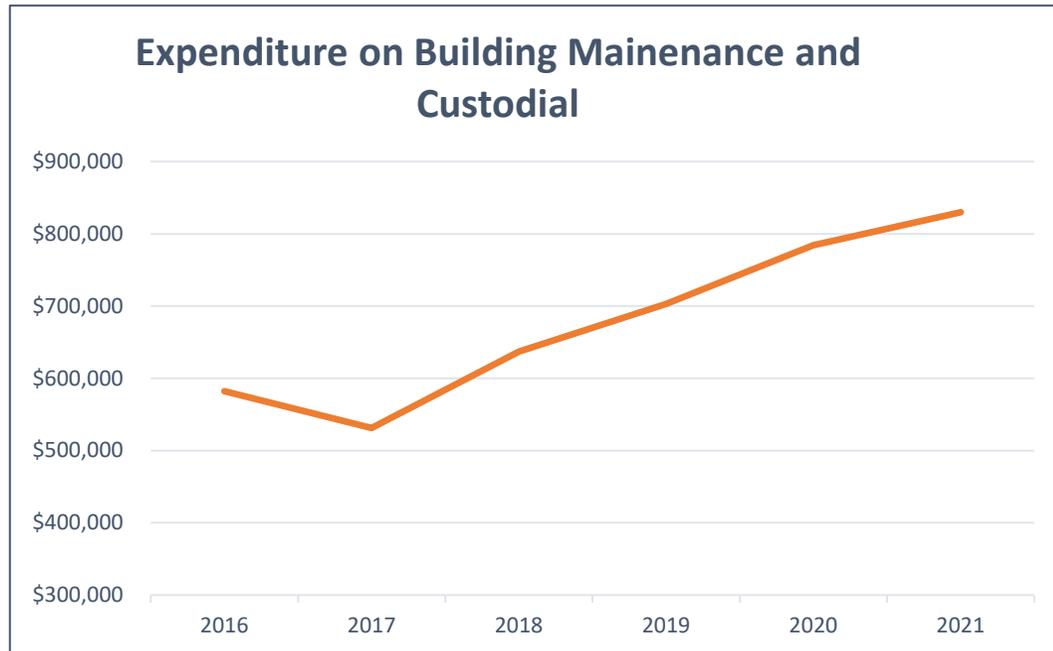
Expenditure



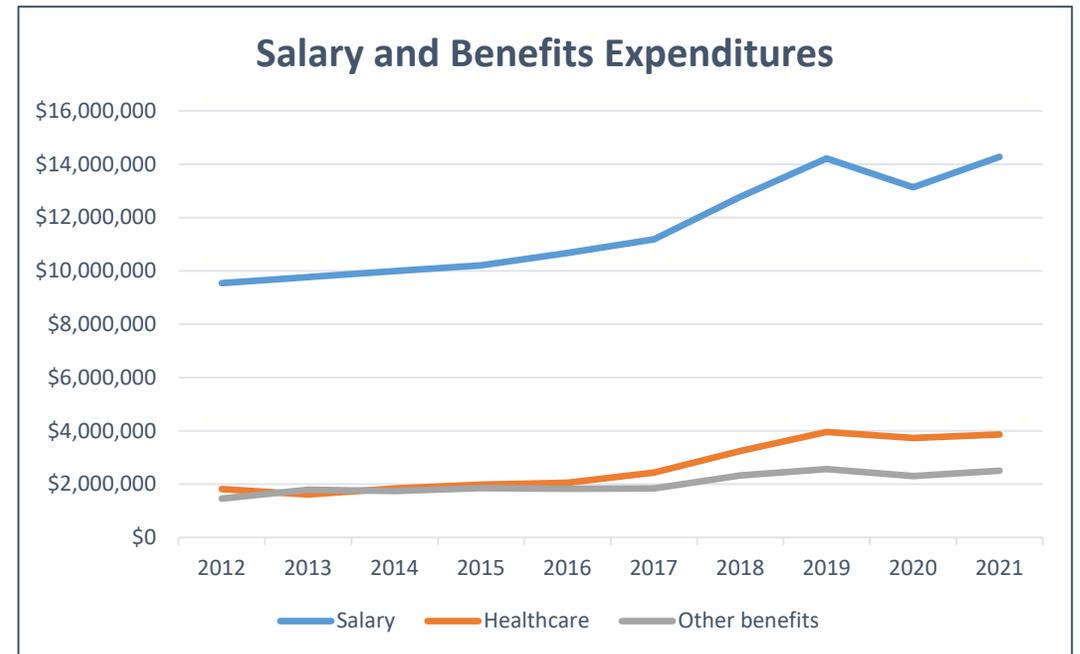
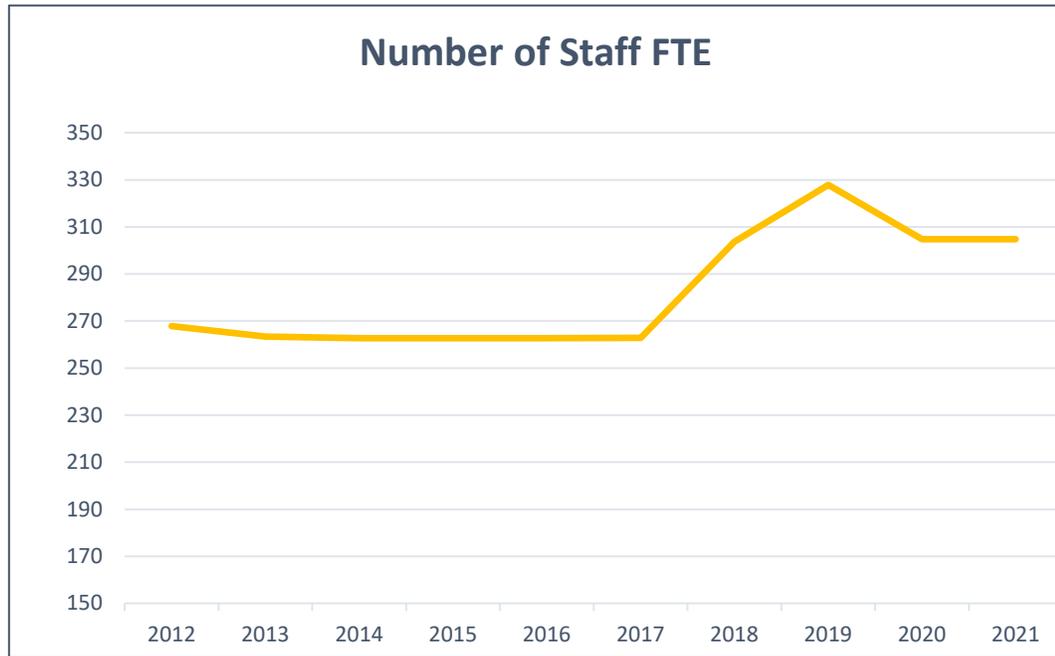
Expenditure



Expenditure



Expenditure



Antioch Library Replacement Project

Update – May 2022



Updates

- Update on Design Preview with City Council
- Next Steps
- Timeline
- Design update, Dake Wells



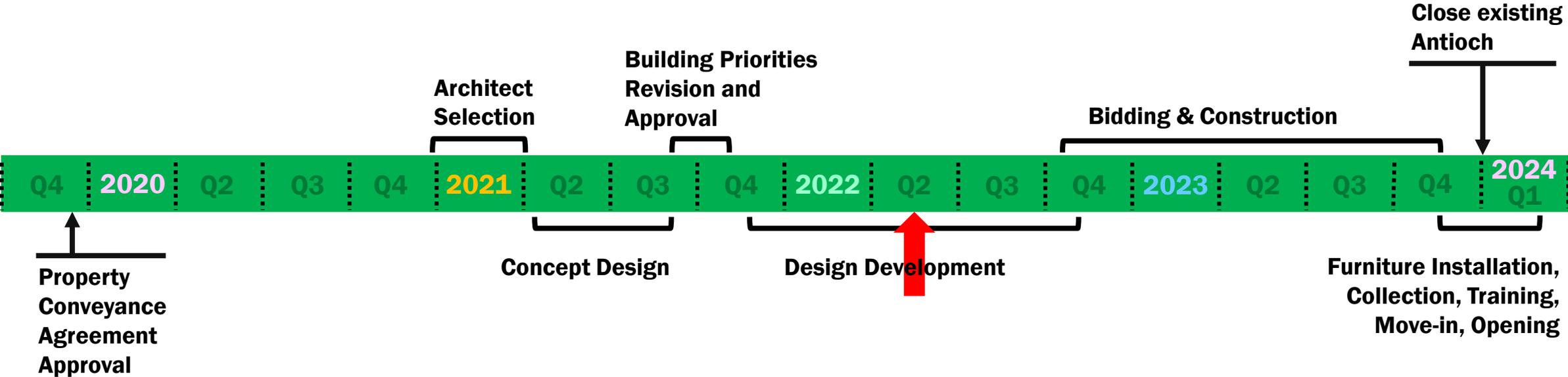
Next Steps

- Final Development Plan to City of Merriam
- Property Conveyance Addendum #2
- Property Transfer
- Bond Sale



Antioch Replacement:

Anticipated Project Timeline





Anticipated Planting Palette



Zelkova



Chanticleer Pear



Sugar Maple



Lilac



Boxwood



Blazing Star



Soft Rush



Butterfly Bush



Golden Sword



Huskers Red



Switch Grass



Dwarf Fothergilla



Giant Hyssop



Catmint



Blonde Ambition

Diverse Landscape (Habitat Supporting)

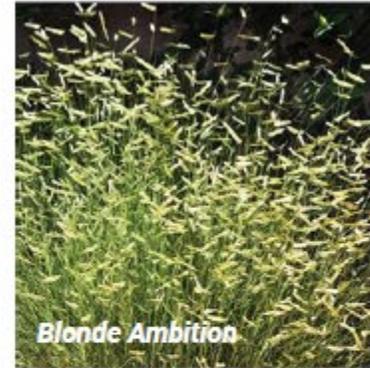
70-80% Grasses

20-30% Perennials

Tough and Time Tested Plants

Simplistic and Easily Maintainable

LEED Supporting



Blonde Ambition



Soft Rush



Switch Grass



Giant Hyssop



Blazing Star



Bee Balm



Huskers Red

Green Roof Habitat



Green Roof Landscape







DeSoto, Spring Hill, and Edgerton Renewal Study

Update – May 2022



Updates

- Conceptual Design
- Next steps



Next Steps

- Finish Conceptual Designs
- Develop Budget Estimates
- Present options to Library Board

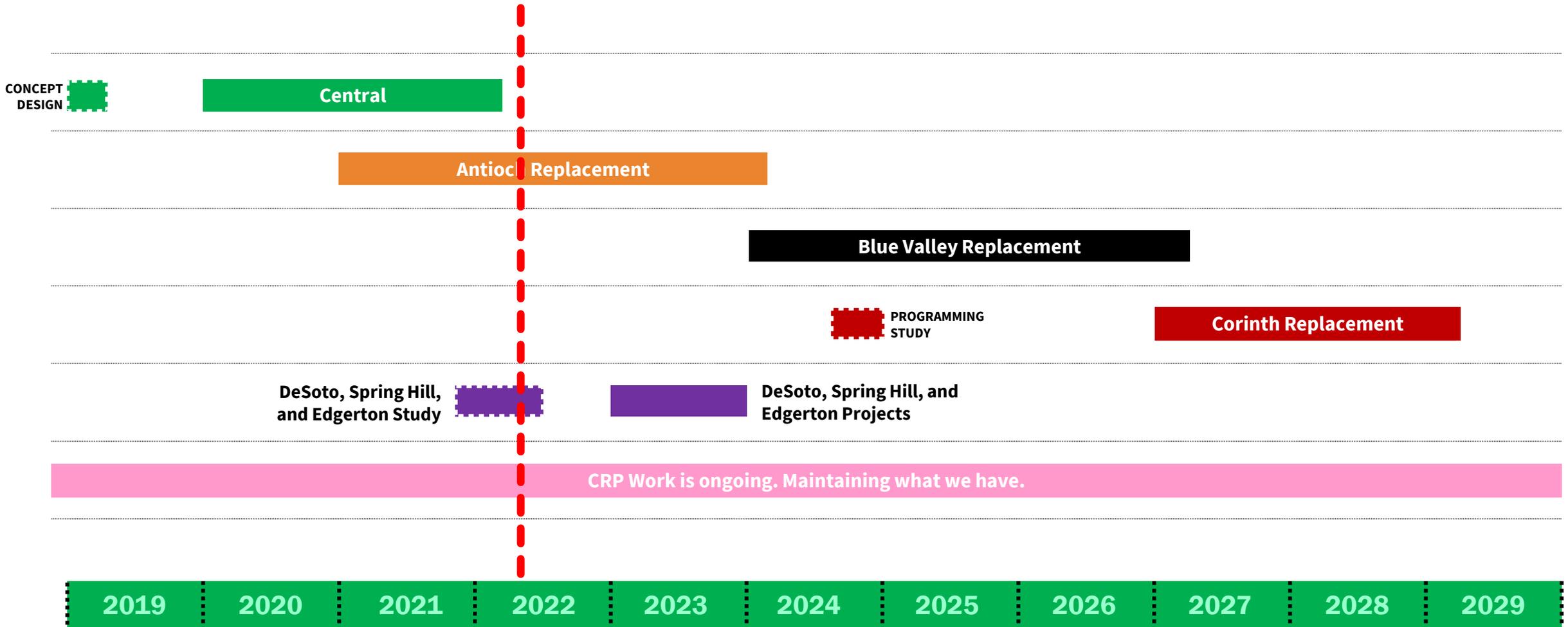


Capital Projects: Timeline Summary

May 2022



Capital Improvement Projects: Anticipated Timeline

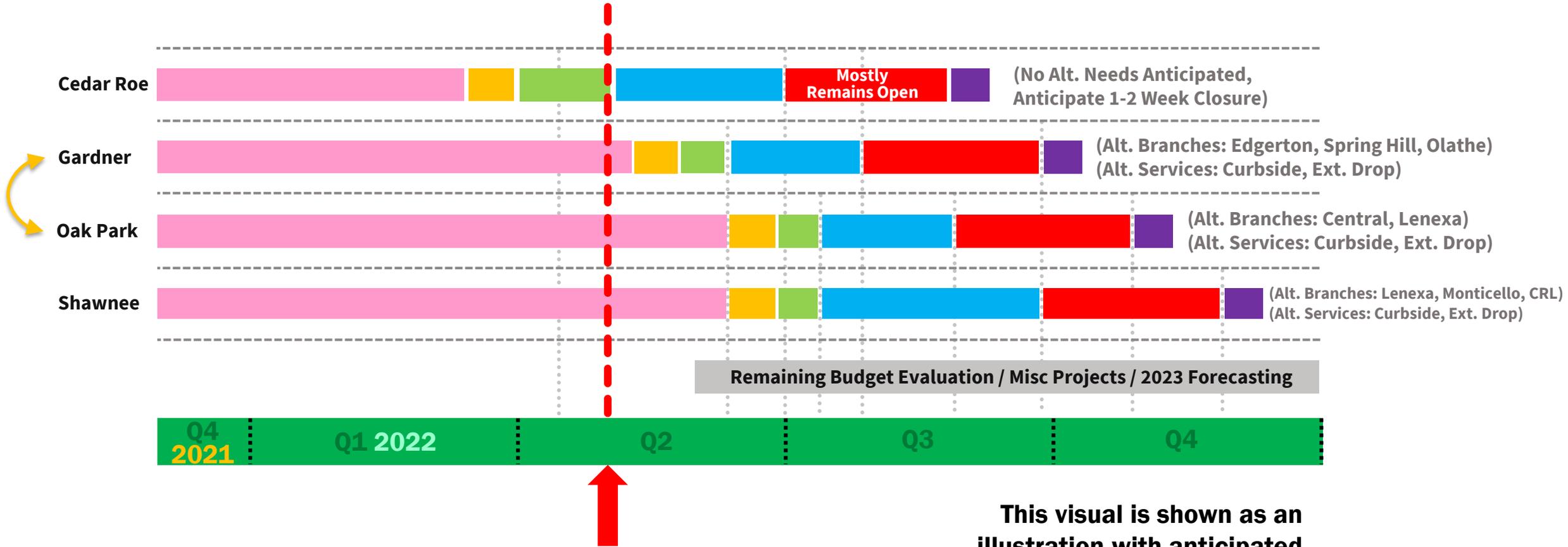


This visual is shown as an illustration with anticipated dates and may change.



2022 CRP Anticipated Timeline (Staggered Closures)

- Proposals / Design
- Bidding
- Contracts / Board Action
- Product/Material Submittals
- Construction / Building Closure
- Substantial Completion / Move-in / Punch List Completion



This visual is shown as an illustration with anticipated dates and may change.





Summer Reading 2022 Preview

JOHNSON COUNTY
KANSAS
Library

Program Evolution

- **2020**
Community Partner program developed.
Programs and events pivot to virtual.
- **2021**
School distribution resumes, Community Partner program expanded, Pop-ups in the Park.
Programs and events fully virtual.
- **2022**
School distribution continues, Community Partner program continues, in-branch distribution resumes.
Programs and events a mix of virtual and in-person.



Virtual Programming

June and July highlights

- ***Virtual Launch Party***
June 4: Storytime, trivia, author visits, writing workshops
- ***Storytime with Deborah Lee Rose***
June 7
- ***Penguin Encounter with KC Zoo***
June 21
- ***Youth Poetry and Sticker contests***
June 6-July 6
- ***123 Andrés Live!***
July 1



In-person Programming

In-person programming returns!

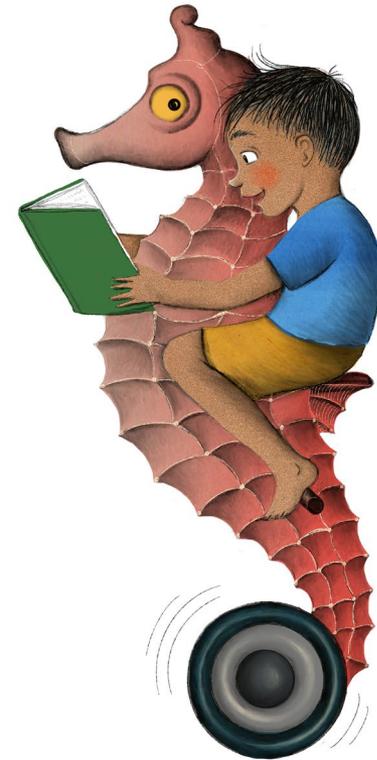
- ***Read to a Dog***
July 6 (MO), July 13 (CRL), July 20 (LE), July 27 (AN)
- ***Storytime with Priscilla Howe***
July 7 @ AN, CRL, GA
- ***Circus Variety Show***
July 14 (BV, Lenexa Community Forum), July 19 (AN, CRL)
- ***Mad Science***
July 21 (CRL, BV), July 26 (Lenexa Community Forum)



Movies in the Park

Featuring live entertainment

- ***Bedknobs and Broomsticks feat. the Mesner Puppet Theater***
Gardner, July 8
- ***Free Willy feat. the Kansas City Civic Orchestra***
Lenexa, July 22
- ***Finding Nemo feat. End-of-Summer Celebration***
Overland Park, July 29



Juneteenth

*In partnership with Johnson
County Arts & Heritage Center and
Johnson County Government*

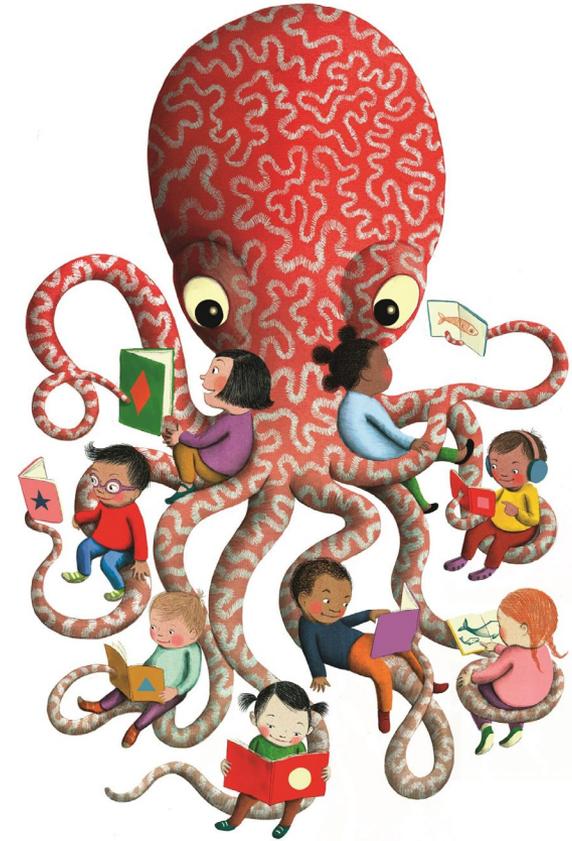


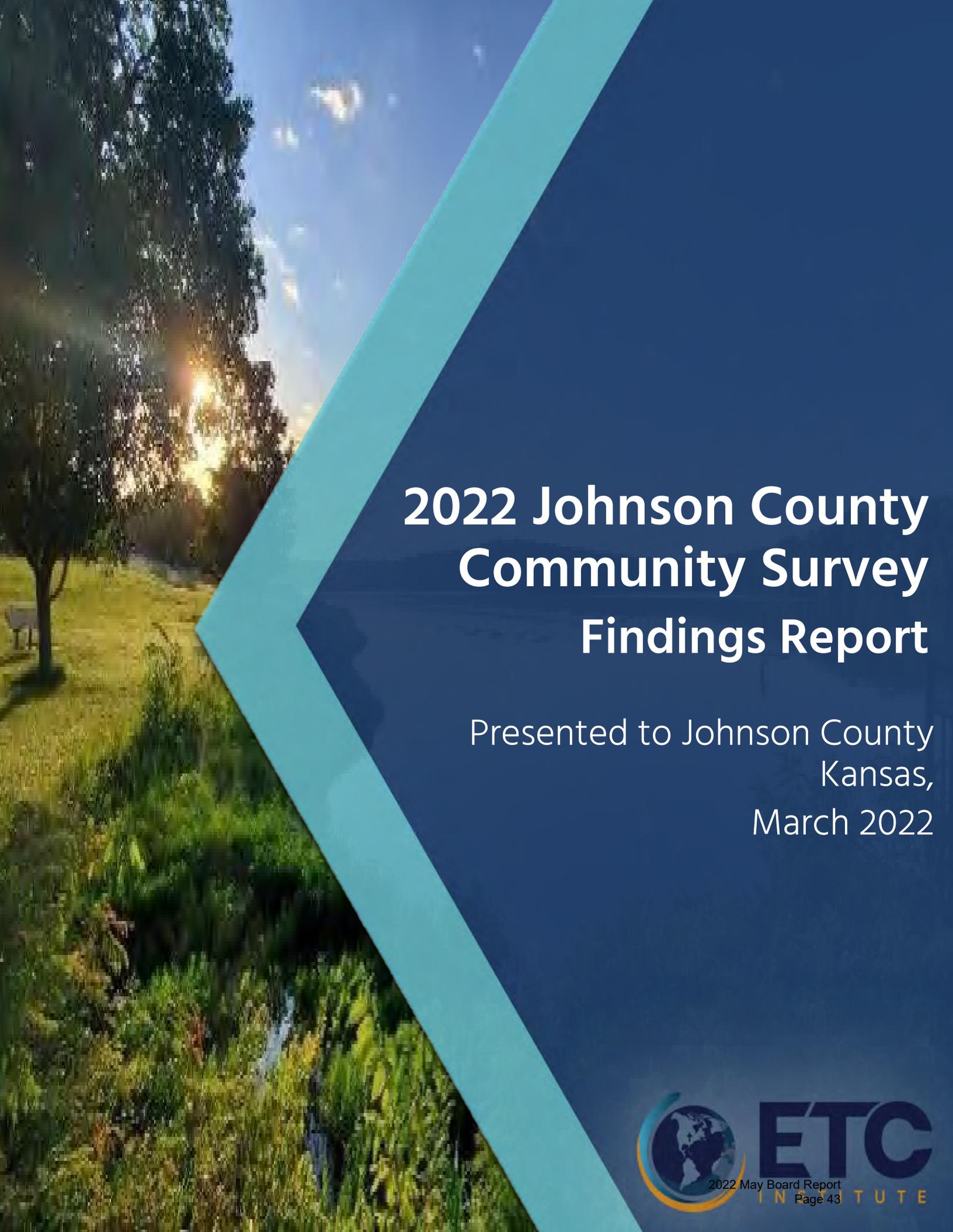
- ***Juneteenth Storytime with Carole Boston Weatherford and Jeffery Boston Weatherford***
June 15
- ***Walk & Read***
June 11 (Arts & Heritage Center), June 19-30 (Johnson County Square)
- ***Community Matters Family Book Club***
June 9, “Black Boy Joy”
- ***Adult Book Discussions***
June 1-28
- ***JoCo Writes Blog Writing Prompts***
June 1-30



Marketing

- **Swag**
Posters, bookmarks, fans, stickers
- **Direct mail**
*Summer Guide mailed to ~90k JoCo residents;
postcard to remaining ~100k end of May*
- **Print/Digital**
*KC Parent, Kansas City PBS, KC Mom Collective,
social media, Summer Reading eNewsletter*
- **TV/Radio**
Kansas City PBS, 93.3
- **Outreach/Partnership events**
*Union Station Summer Reading Kickoff,
Catholic Charities lunch program*





2022 Johnson County Community Survey Findings Report

Presented to Johnson County
Kansas,
March 2022



Executive Summary

2022 Johnson County Community Survey

Executive Summary



Purpose

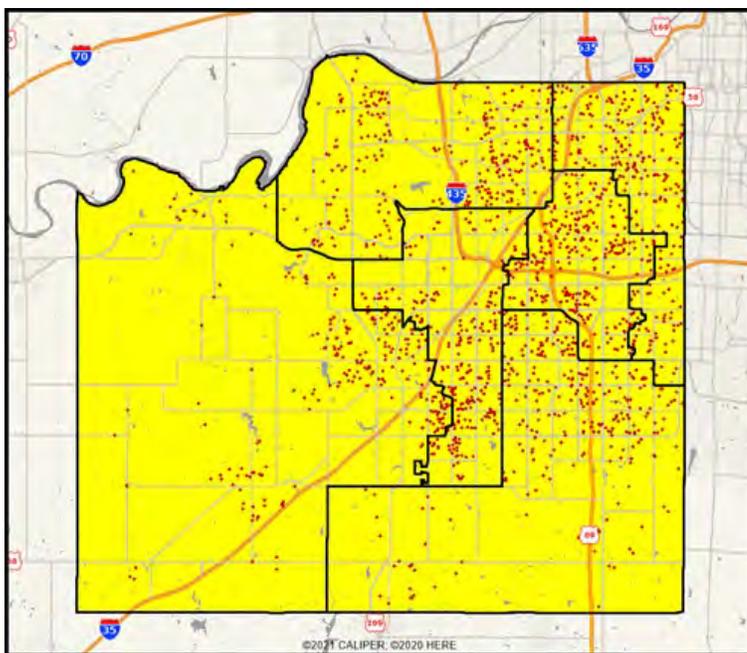
ETC Institute administered a comprehensive community survey to residents of Johnson County during January and February of 2022. This was the twelfth community survey administered by the County; the first survey was administered in 2005. The purpose of the survey was to gather input from residents about a wide range of issues including:

- Importance of various quality of life issues in the County
- Perceptions of living in Johnson County
- Feelings of safety in the County
- Overall satisfaction with County services
- Perceptions of service delivery
- Issues related to specific county services in Parks and Recreation and the Library System
- Human services

Methodology

A six-page survey and cover letter were mailed to a random sample of households in Johnson County in January of 2022. Approximately ten days after the surveys were mailed, residents who received the survey were contacted by email and text to encourage participation. Of the households that received a survey, a total of 1,649 completed surveys. The results for the random sample of 1,649 households have a 95% level of confidence with a precision of at least +/- 2.4% for the county and +/-6.9% for each of the six commission districts.

There were no statistically significant differences in the results based on the method of administration (mail vs. email). In order to better understand how well services are being delivered by the county, ETC Institute geocoded the home address of respondents to the survey. The map to the right shows the physical distribution of survey respondents based on the location of the respondent's home. GIS maps by district are provided as an appendix to this report.



2022 Johnson County Community Survey

Executive Summary



Interpretation of “Don’t Know” and “Neutral” Responses. The percentage of “*don’t know*” responses have been excluded from many of the graphs shown in this report to facilitate valid comparisons of the results from Johnson County with the results from other communities in ETC Institute’s national benchmarking database. Since the number of “*don’t know*” responses often reflects the utilization and awareness of county services, the percentage of “*don’t know*” responses have been provided as an appendix to this report. “*Neutral*” responses (or ratings of 3 on a 5-point scale) typically indicate that basic expectations for the services that are rated are being met. Residents who give “*neutral*” ratings typically are familiar with the service, but have not had a strongly positive or negative experience.

In cases where the “*don’t know*” percentages are shown in the charts and graphs, the percentage of “*don’t knows*” should be reported separately when the results for a given question are presented. The percentage of “*don’t know*” responses has been provided in the tabular data appendix to this report.

This report contains:

- a summary of the methodology for administering the survey and major findings
- charts showing the overall results for most questions on the survey
- benchmarking data that shows how the results for Johnson County compared to the national average and to other large communities
- Importance-Satisfaction analysis
- tabular data showing the results for questions on the survey
- a copy of the survey instrument

General Perceptions of the County

Residents were generally satisfied (rating of 4 or 5 on a 5-point scale) with a wide range of factors that influence perceptions of living in Johnson County. Some of the general perception items that rated significantly above the national and large community averages are shown below:

- Overall quality of County services (82%)
 - The quality of county services rated 31% above the national average and 23% above the large community average.
- Overall image of the County (92%)
 - The image of the County rated 37% above the national average and 38% above the large community average.

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- Public safety (88%)
 - Public safety services rated 21% above the national average and 17% above the large community average.
- Ease of travel (78%)
 - Ease of travel in the County rated 31% above the national average and 35% above the large community average.

Trends. There were significant increases in satisfaction in two of the general perception items rated from 2020. The items with significant increases are listed below:

- Ease of travel in Johnson County (up 6% from 2020)
- Quality of customer service received (up 6% from 2020)

There were significant decreases in satisfaction in two of the general perception items rated from 2020. The items with significant decreases are listed below:

- Quality of public safety in Johnson County (down 4% from 2020)
- Availability of arts and cultural amenities (down 4% from 2020)

Perceptions of Life in Johnson County

Most residents were satisfied (rating of 4 or 5 on a 5-point scale) with Johnson County as a place to live, raise children, and work. All of these items rated significantly above the national and large community averages:

- As a place to live (98%)
 - Ratings of Johnson County as a place to live were 48% above the national average and 19% above the large community average.
- As a place to raise children (97%)
 - Ratings of Johnson County as a place to raise children were 35% above the national average and 29% above the large community average.
- As a place to work (91%)
 - Ratings of Johnson County as a place to work were 33% above the national average and 21% above the large community average.

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- As a place to play (85%)
 - There were no national or large community data available for this question.
- As a place to retire (70%)
 - Ratings of Johnson County as a place to retire were 18% above the national average and 9% above the large community average.

Trends. There were no significant increases or decreases in any of the perception of life items that were assessed in 2020 and 2022.

Feeling of Safety in the County

Residents generally felt safe (rating of 4 or 5 on a 5-point scale) in Johnson County. All items related to perceptions of safety rated significantly above the national and large community averages:

- Feeling of safety in neighborhoods during the day (99%)
 - Feeling of safety in neighborhoods during the day was 16% above the national average and 13% above the large community average.
- Overall feeling of safety in the County (94%)
 - Overall feeling of safety was 26% above the national average and 39% above the large community average.
- Feeling of safety in neighborhoods at night (89%)
 - Feeling of safety in neighborhoods at night was 26% above the national average and 25% above the large community average.
- Feeling of safety in County parks (87%)
 - Feeling of safety in County parks was 31% above the national average and 24% above the large community average.

Trends. There a significant increase in one item related to perceptions of safety that was assessed in 2020 and 2022: feeling of safety in County parks (up 7% from 2020). There no were significant decreases in any of the perceptions of safety items between 2020 and 2022.

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Satisfaction with County Services

- **Overall Satisfaction with County Services.** Residents were asked to rate their satisfaction with 25 services provided by the County. The services with the highest and lowest ratings are listed below based on the percentage of respondents who were satisfied (rating of 4 or 5 on a 5-point scale) with the service *among those who were familiar with the service*.
 - Services with the Highest Satisfaction Ratings. At least two-thirds of those surveyed *who had an opinion* were satisfied (ratings of 4 or 5 on a 5-point scale) with the following County services:
 - Johnson County Park & Recreation District (90%)
 - Johnson County Library System (88%)
 - Johnson County Emergency Preparedness/NotifyJOCO (83%)
 - Johnson County Emergency Medical/Ambulance Service (82%)
 - Johnson County Election Office (76%)
 - Johnson County Public Health (67%)
 - Services with the Lowest Satisfaction Ratings. The four County services that had the lowest levels of satisfaction (ratings of 4 or 5 on a 5-point scale) were:
 - Johnson County Department of Corrections (35%)
 - Transportation services provided for disabled populations (35%)
 - RideKC public transit services (29%)
 - Housing assistance and services (22%)

Overall Priorities

- **Services that Residents Felt Were Most Important for the County to Provide.** Residents were asked to rate the County services they thought were most important for the County to provide. The top four services that residents thought were most important to provide were:
 - Johnson County Emergency Medical/Ambulance Service (Med-Act)
 - Johnson County Public Health
 - Johnson County Election Office
 - Johnson County Park & Recreation District

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Priorities for Improvement. Importance-Satisfaction Analysis is a tool that helps community leaders objectively assess which services should receive additional emphasis. The analysis incorporates two types of data from the survey: (1) the level of emphasis or importance that residents thought should be placed on improvements to existing services and (2) the level of satisfaction with these services. Importance-Satisfaction analysis is based on the concept that the County will maximize overall satisfaction among residents by emphasizing improvements in those service categories where the level of satisfaction is relatively low and the perceived importance of improvements to the service is relatively high (see the Importance-Satisfaction Analysis section later in this report for a more detailed description of the analysis).

The top priority for improvement in Johnson County, based on the results of the Importance-Satisfaction analysis, is Johnson County Aging and Human services.

Perceptions of Service Delivery

Residents were asked to rate their level of agreement with 14 issues related to overall perceptions of County service delivery. The issues that residents most agreed with, based upon a combination of “strongly agree” and “agree” responses, were:

- Polling places in the County are conveniently located and accessible (91%)
- The County has enough advanced voting locations (79%)
- The County’s web page is a useful source of information (66%)
- Johnson County government is well run (65%)

Trends. There was one significant increase in the level of agreement for the issues assessed on the survey in both 2020 and 2022: the County’s web page is a useful source of information (up 8% from 2020). There were eight significant decreases in the level of agreement for the issues assessed on the survey in both 2020 and 2022; the issues with significant decreases are listed below:

- Johnson County has enough advanced voting locations (down 4% from 2020)
- Management of juries is professional/efficient (down 4% from 2020)
- Johnson County provides enough adequate needed resources (down 4% from 2020)
- Johnson County Government is well run (down 6% from 2020)
- Growth is managed well in rural areas (down 6% from 2020)
- Commissioners effectively manage resources (down 7% from 2020)
- The juvenile justice system has adequate resources (down 8% from 2020)
- Criminals are competently prosecuted (down 10% from 2020)

2022 Johnson County Community Survey

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Issues Related to Specific County Services

County Library and Parks and Recreation System. Residents were asked to indicate their level of agreement with statements related to library services and the parks and recreation system in the County. The findings are listed below; the percentages shown only reflect the percentage of respondents who had an opinion about the service.

- 90% of residents agreed that the Johnson County Park & Recreation District succeeds in its mission to enrich the community through excellence in parks, recreation, culture, education, and public service
- 88% of residents agreed that Johnson County Library succeeds in its mission to provide access to ideas, information, experiences, and materials that support and enrich people's lives

Human Services

Residents were asked to indicate which areas Johnson County should devote additional resources. The results showed that residents were most supportive of the use of additional resources for the County's mental health services (54%), aging services (45%), addressing homelessness (40%), and public health services (36%). Residents were least supportive of using additional resources to provide utility assistance (18%).

Leadership Development Cohort Update

MAY 2022



2022 Leadership Development Experience

Component 1:

Leadership Development Course

- External facilitator
- Three half-day sessions (Q 2, 3, 4)
- Learning objectives:
 - Inspiring People
 - Navigating Change and Ambiguity
 - Feedback and Learning
 - Developing Your Personal Leadership Brand

Component 2:

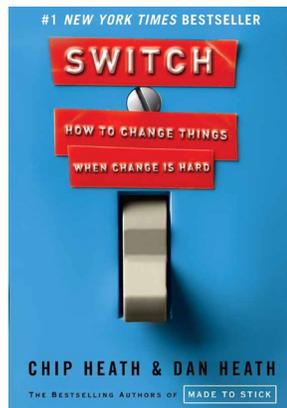
Leadership Luncheon with Fred and Carol Logan,

Logan Leadership Fund Benefactors

Component 3:

Leadership Roundtable Sessions

- **County Leadership** with Sean Casserley
- **Strategic Planning** with Tricia Suellentrop
- **Leading with Values** with Ben Sunds
- **Being Stewards of Public Funds** with Dave Vratny
- **The Devil's in the Details** with Jen Mahnken
- **Relationships & Influence** with Stephanie Stollsteimer
- **Maximizing Industry Resources** with Adam Wathen



Component 4: Leadership Book Club centered on “Switch: How to Change Things When Change is Hard.”

In a compelling, story-driven narrative, the authors bring together decades of counterintuitive research in psychology, sociology, and other fields to shed new light on how we can effect transformative change.

Component 5:

Monthly Leadership Reflections (Individual reading sent via email; timing varies)

Participants will receive a monthly reading on a relevant leadership topic. Each reading will be accompanied by a reflection question for participants to consider, record their thoughts, or discuss with their manager.



2022 Leadership Development Experience Update

- 10 Participants from across the system
- Program kicked off this week:
 - Book club has started
 - Logan lunch scheduled
 - Round table meetings scheduled
 - Proposals for external training sent
 - Teams group set up



**MINUTES JOHNSON COUNTY LIBRARY BOARD
REGULAR MEETING**

April 14, 2022
at Central Resource Library
4:00 p.m.

BOARD: Bethany Griffith, Brandy Butcher, David Sims, JR Riley, Kelly Kilgore, and Mitra Templin

ABSENT: Ali Seeling

BOARD ATTORNEY: Fred and Andrew Logan

BOCC: Commissioner Hanzlick

STAFF: (All JCL, FAC staff) Adam Wathen, Ben Sunds, Christopher Leitch, David Vratny, Elissa Andre, Laura Hunt, Patti Kangethe, Sean Casserley, Scott Sime, Stephanie Stollsteimer, Tricia Suellentrop, Sean Hendrix, Steph Neu, Joe Connor, Michele Beesley, and Nancy Birmingham

Board Chair Bethany Griffith called the meeting to order at 4:00 p.m.

CITIZENS COMMENTS: None

REMARKS FROM THE LIBRARY BOARD OF DIRECTORS:

Brandy Butcher recognized that this is her last meeting on Johnson County Library Board and thanked the Library staff and board for the nice experience she has had learning more about the Library system. Also, attending PLA was an overwhelming opportunity that she is very appreciative for.

Board Chair Bethany Griffith thanked Ms. Butcher for her service over the course of her time on the Board, on behalf of the entire Board.

Board Chair Griffith, Sean Casserley, and Mitra Templin reacted to the set up of the space and suggested various changes. The library will continue to innovate and try additional layouts.

Board Chair Bethany Griffith recognized that this meeting is returning to Central Resource Library in a newly renovated space.

DEVELOPMENT DEPARTMENT

FRIENDS OF THE LIBRARY:

Shanta Dickerson, Friends of the Library Operation Manager, presented on behalf of the Executive Committee of the Friends of the Library. Their written report is included in the April Library Board Report.

Pine Ridge Tenant Improvements

Renovations to the Pine Ridge headquarters are complete. Net sales have exceeded budget so the renewal of in-person services is a top priority to continue to build and sustain our community.

Donation Acceptance at Library Locations

Worked with library and county staff on a relaunch of the donation acceptance. We are working towards launching donation acceptance at all locations. Can also donate materials at the Pine Ridge location any Saturday morning between 10:00 a.m. – 2:00 p.m. and this will be shifting to 9:00 a.m.-11:00 a.m. as of May 14th.

You can get a head-start of course by starting or renewing your Friends membership now or making a gift to the Friends on our website, <https://www.friendsofjcl.org/>.

JOHNSON COUNTY LIBRARY FOUNDATION:

Stephanie Stollsteimer, Development / Foundation Director, presented on behalf of the Johnson County Library Foundation. The written report is included in the April Library Board Report.

Congratulated the Friends on an amazing year, took a space at Pine Ridge and make it successful. They have continued to pivot to make things work and continue to reach out to the community.

Fourth annual event for the 1952 Society and Reader Circle

The Foundation is currently planning the fourth annual event for the 1952 Society and Readers Circle, April 24th 3:00 p.m.-5:00 p.m. at Central Resource Library in the Carmack Community Room. This appreciation event is invitation only for loyal and long-time donors, friends of the Library, and volunteers. The 1952 Society recognizes planned givers, and the Readers Circle recognizes donors of \$10,000 and more. The speaker is Arthur Muir, the oldest American to reach the summit of Mount Everest in May of 2021 at age 75, to speak about setting goals.

Black and Veatch

Recently hosted the Black and Veatch sponsors to showcase the enhancements made to the MarkerSpace. This partnership is in its 7th year and will applying for another year of funding.

Library Lets Loose Planning

Planning for Library Lets Loose, to be held on September 17th, has already begun. The Foundation has sponsorships out and has received the first major sponsorship, from Logan, Logan, and Watson. The Foundation is very thankful for the continued support of Logan, Logan, and Watson for this event. Ms. Stollsteimer thanked Stephanie Neu, in attendance, for her integral part of planning to Library Lets Loose.

Kelly Kilgore asked when the talk would take place.

Ms. Stollsteimer answered that the speech would take place at about 3:30 p.m.

COUNTY COMMISSIONER REPORT:

Commissioner Hanzlick gave an update on behalf of the Board of County Commissioners (BOCC).

This morning we reviewed the 2022 Resident Satisfaction Survey, Library received 2nd in highest satisfaction across all county departments and agencies. In 2019 the Library received 81% satisfaction and in 2020 that rose to 85% satisfaction rate. This year, in 2022, that satisfaction rate has reached 88%. Achieving this rise in satisfaction rate is thanks to our library director, all the library staff, and the Board. The full survey will be out in the coming weeks. This survey also outlined that the most critical role for the County in the next 10-20 years is making sure that health and human services are available to the public.

Commissioner Hanzlick has finished *The Great Dissenter* about Supreme Court Justice John Marshall Harlan. She is currently reading *Anti-Intellectualism in American Life* by Richard Hofstadter. This book was written in 1963 and it was awarded the 1964 Pulitzer Prize in nonfiction. It is about anti-intellectualism as, "A social attitude that systemically undermines science-based facts, academic and institutional authorities in the pursuit of theory and knowledge." Here at the library, we are all about the pursuit of knowledge.

BOARD COUNSEL REPORT

Board's budgetary authority and statutory responsibility to employ a County Librarian and select library materials

Fred Logan, Board co-counsel, reported on the Library Board's budget review and approval process, as laid out in ARM 10-70-10.

Mr. Logan explained that this process has been developed over many years, and it represents several different legal sources, including a couple of Attorney General opinions in the 1990s that helped clarify the fact that the library board is the governing board of a separate taxing district, so it must be dealt with as a board with statutory authority. The budget process is spelled out in statute as a joint process. The responsibility of the library board is to make a budget proposal and submit that to the Board of County Commissioners. The Commission must ultimately approve the library board's budget. If it does not approve it, it then sends it back with changes, then it needs to be approved.

Mr. Logan explained that there are some issues where the library board has absolute statutory authority. For example, on selection of library materials, that is strictly a library board function. The employment of the County Librarian, is also, by statute, strictly a library board function. But when it comes to the budget, then that's a joint process, so there is a recommendation from the library board to the Board of County Commissioners; that is considered and ultimately no budget can go into effect without both the library board and the Board of County Commissioners approving it.

Mr. Logan clarified that the budget process is spelled out in the Administrative Regulation Manual section 10-70-10, with a useful history and list of all the different sources that come into play on library's budget.

COUNTY LIBRARIAN REPORT

Finance Report

Dave Vratny, Finance Director, presented the financial report to the Board, this report is included in the April Board Report.

The end of February we were approximately 17% through the 2022 year, with a little over \$22.2 million, about 51% of projected revenues, just slightly ahead of this time last year. Expenses show at about \$10.6 million, 24% of our budget encumbered, which also on track with previous years, as we enter many encumbrances for the collection at the beginning of the year. This includes collection encumbrances and an inter-fund transfer; without those we are well under 17% and on track for expenses at this point in time.

Mr. Vratny reviewed the calendar of the budget process, including a proposal for the 2023 budget to be heard later this evening this timeline is included in the April Board Report. The county has their proposed budget May 12th and then agencies and departments meet with the Board of County Commissioners May 19th through June 9th. We believe Johnson County Library Board Budget presentation will be May 19th.

My. Vratny explained that there have been some changes related to the Senate Bill 13, recently passed which requires governing bodies, including Johnson County Library, notify the county clerk of our intent to exceed revenue, and those go out in a consolidated message that goes out by mail and email then to all taxpayers.

Mr. Casserley asked if appraisal office is seeing more than average number of property tax appeals. Mr. Vratny reported that from his knowledge the appeals have been normal or matching past years.

Mr. Sims asked regarding the letters that must go out if the library can combine with the County.

Mr. Vratny clarified that we will be combining with the Park Board and Board of County Commissioners, and that we have not been made aware of any additional cost for this at this time.

Mr. Casserley clarified that this is the first year those letters have been sent out. Budget and logistics for that are still be figured out, and we would be happy to pay our fair share as needed.

Statistics

Adam Wathen, Associate Director of Systemwide Services, presented the Monthly Report of Statistics, this report is included in the April Board Report.

Mr. Wathen reviewed the physical circulation, digital usage, and visitation trends for the past three years. February of 2022 is patterning slightly short of 2021. Visitation for the last year has been patterning up from last year but has not returned to pre-pandemic numbers.

Michelle Beesley, Information Technology Manager, reported on the Information Technology Statistics over the past five years, this report is included in the April Board Report.

Ms. Beesley reviewed the Public Computer usage and sessions, wireless usage, and printing by the public.

Mr. Casserley reminded that we're still reintroducing the library after the pandemic through programming.

COMPREHENSIVE LIBRARY MASTER PLAN

Scott Sime, Project Coordinator, presented on the Comprehensive Library Maser Plan, this report is included in the April Board Report.

Antioch Replacement Project

Mr. Sime reported the status of the Antioch Replacement Project and what is coming next. This information is a part of the April Board Report.

We have been meeting with professional staff from the City of Merriam and they have requested a design preview to the City Council and April. A design update will come back to Johnson County Library Board in May, then we'll look for final approvals in June and July.

DeSoto, Spring Hill and Edgerton Renewal Study

Mr. Sime reported on the staff and public engagement, and the timeline for this study. This information is a part of the April Board Report.

The library held a live virtual public engagement session with breakout for each location, staff input sessions, and received over 350 responses to digital and paper surveys, with inciteful responses from the online engagement even. High level trends included a desire for wider range of hours, wanting to keep access to a browsable popular collection, a desire for collaborative and quiet study spaces, and an appreciation for our friendly staff. Currently the teams are working on conceptual designs and budget estimates to be bring back to the library board in the coming months.

Comm. Hanzlick asked if each of those three libraries' have Wi-Fi and broadband.

Mr. Sime clarified that those locations do currently have Wi-Fi.

Overall Timeline

Mr. Sime reviewed the Capital Improvement Plan (CIP) timeline and Capital Replacement Plan (CRP) 2022 timeline, these are included in the April Board Report.

Currently we are finishing up Central, right in the middle of Antioch, and in the middle of the study for those three smaller libraries. The CRP timeline shows the four priority buildings that have work is anticipated this year. There will be a closure request and contract request coming to the board for Cedar Roe, it was on this agenda but may be moving to the next agenda.

UPDATES – Sean Casserley, County Librarian

Mr. Sean Casserley, County Librarian, reported to the Board.

Financial Climate

Sean Casserley, County Librarian, presented an update on the financial climate. The library is still experiencing supply chain issues and we are aware that Interest rates and inflation are problems. Looking at the COVID BA.2 and BA.2.1 variant as a under reported spread, it is showing up in wastewater throughout the community. We continue to monitor the risks from COVID and calculate the disruptions this may pose,

although currently we continue to meet in person. The library has reserves so we will be able to flex as needed and the Administration team is watching all these issues to be able to see what the library may need to flex.

Migration of eBooks and eAudiobooks

Nancy Birmingham, Assistance Branch Manager for Leawood Pioneer Branch and project lead for the Migration of e-books and e-audiobooks project (MEEP) team, reported on the progress of this project. This report is a part of the April Board Report.

The library is excited to announce the vendor for your listening and viewing of e-books and e-audiobooks will be migrating from Axis 360 to Libby by Overdrive.

In the spring of 2021, the library did an extensive study with over 7000 patrons, 60 staff from Johnson County Library and Olathe Public Library, and various school districts taking part. This study looked at our current vendor, Axis 360, as well as three other contenders. Libby app was resoundingly the best option when looking at strategic alignment, quality, value, security, confidentiality, and most of all patron and staff experience with the app.

This project kicked off January 4th and we are already starting the process, with holds in the current app being paused to enhance the migration process. Moving week will be May 23rd and May 27th. This delay is to ensure that migration and specifically migration of holds materials is dealt with correctly. The library is working with Overdrive to make sure that nobody loses their place in line for these very popular items. So, rollout will be the last week of May, ready for car trips on Memorial Day weekend.

It is important to note that this is a revenue neutral move.

Board Chair Griffith expressed her excitement about this shift, especially that it is revenue neutral.

Commissioner Hanzlick asked what it would look like from the users end and if users would need to download a new application for Libby.

Ms. Birmingham clarified that patrons could get this app from their app store and would need their library card number and pin to gain access. Patrons can get the app and use part of our collection today for our magazines.

Mr. Sims congratulated the library on a revenue neutral improvement to services, that is a win!

Mr. Casserley asked for clarification that the Libby platform will allow patrons to download a Kindle format. Ms. Birmingham clarified that patrons will be able to download for Kindle Paperwhite format, which was a service not currently available with Axis 360. There have been a few glitches with Kindle Fire, we will not hide that, but this is still a very usable system.

CONSENT AGENDA

A. Action Items:

1. Minutes of the March 10, 2022 Regular Library Board meeting
2. Minutes of the April 6, 2022 Special Library Board meeting

B. Information Items

1. Financial and Personnel
 - a) The County Librarian and the Finance Director certify those payment vouchers and personnel authorizations for February 2021 were handled in accordance with library and County policy.
 - b) The February 2021 Revenue and Expenditure reports produced from the County's financial system reflect the Library's

revenues and expenditures

- C. Gift Fund Report
 - 1. Treasurer's Report

Motion: Ms. Kilgore moved to approve the consent agenda.

Second: Ms. Butcher seconded this motion.

Motion was approved unanimously

OLD BUSINESS

Consideration of the County Librarian's Recommended Fiscal Year 2023 Revenue and Expenditure Budget.

Mr. Vratny presented the Fiscal Year 2023 Revenue and Expenditure Budget. This information is a part of the April Board Report.

Addressed current information that is within this budget, merit increase, additional positions, Operational funding. There are two scenarios within this presentation for the board to consider.

Mr. Sims asked if the increase to transfer to the Capital Project would then decrease the amount needed to be bonded.

Mr. Vratny agreed that is the expectation, but that ultimately depends on many factors.

Mr. Casserley reminded the board that ultimately, we would like to bring a budget to the Board of County Commissioners (BOCC) that they can approve.

Mr. Casserley recommends Scenario 2, even with rolling back .1 mill this was budgeted with a 5% increase, and we will likely capture closer to 6.7% increase to the overall budget.

Motion: Mr. Sims move to approve the County Librarian's Recommended Fiscal Year 2023 Revenue and Expenditure Budget of \$47,638,402.

Second: Ms. Kilgore seconded this motion.

Motion was approved unanimously

NEW BUSINESS

The Library Board tabled Consideration of a Construction Services Term and Supply Work Order Authorization with Universal Construction Company and temporary closure for planned interior and exterior work.

Consideration of creating a Project Account for Library Building Physical Security Upgrades with Use of Library Operating Fund Reserves.

This is consideration of authorization and reallocation of the expenditure fund balance reserves from the Library Operating fund in the amount of \$600,000 to establish a capital project account for Library Physical Security Upgrades, specifically addressing security camera upgrades and key card access. The next step for this, once approved, is to go to the BOCC to request permission to use those reserves in this way.

Motion: Ms. Kilgore move that the Johnson County Board of Directors authorize the reallocation and expenditure of fund balance (reserves) from the Library Operating Fund in the amount of \$600,000 and to

establish a capital project account for Library Physical Security Upgrades specifically addressing security camera upgrades and key card access with those funds.

Second: Ms. Mitra seconded this motion.

Motion was approved unanimously

Consideration of approval of election of 2022-2023 slate of Library Board Officers

Chair: David Sims

Vice-Chair/Secretary: Kelly Kilgore

Treasurer: Bethany Griffith

Motion: Mr. Sims move the Library Board of Directors elect the recommended slate of officers for the 2022-2023 term.

Second: Ms. Butcher seconded this motion.

Motion was approved unanimously.

Comm. Hanzlick thanked Brandy Butcher for serving as the District 4 representative for the past little over four years. I really appreciate your work on behalf of District 4 and the residents of Johnson County and wish her well.

ADJOURNMENT

Motion: Ms. Kilgore moved to adjourn the meeting.

Second: Ms. Butcher seconded this motion.

Motion approved unanimously.

Meeting adjourned at 5:00 p.m.

SECRETARY _____
David Sims

CHAIR _____
Bethany Griffith

SIGNED _____
Sean Casserley

**MINUTES JOHNSON COUNTY LIBRARY BOARD AND
BOARD OF COUNTY COMMISSISONER
JOINT MEETING**

April 14, 2022
at Central Resource Library
6:00 p.m.

LIBRARY BOARD: Bethany Griffith, Brandy Butcher, David Sims, JR Riley, Kelly Kilgore, and Mitra Templin
BOARD OF COUNTY COMMISSIONERS: Board Chairman Ed Eilert, Commissioner Jeff Meyers, Commissioner Charlotte O'Hara, Commissioner Janeé Hanzlick, Commissioner Michael Ashcraft, and Commissioner Shirley Allenbrand

ABSENT: Ali Seeling, Commissioner Fast, Scott Neufeld

BOARD ATTORNEY: Fred and Andrew Logan

STAFF: Adam Wathen, Ben Sunds, David Vratny, Elissa Andre, Joe Connor, Joe Waters, Juan Lopez-Tamez, Laura Hunt, Patti Kangethe, Penny Postoak Ferguson, Scott Sime, Sean Casserley, Sean Hendrix, Stephanie Stollsteimer, Ted Clemons, Tricia Suellentrop, and Jeffrey Mendoza.

Board Chair Bethany Griffith called the meeting to order at 6:00 p.m.

I. Welcome/Introductions:

Ed Eilert, Chairman, Board of County Commissioners
Bethany Griffith, Chair, Library Board of Directors
Introduction of Commissioners, Board Members, and other attendees.

II. Budget Update – Dave Vratny, Finance Director

Dave Vratny, Finance Director, presented the Fiscal Year 2023 Revenue and Expenditure Budget. This information is included in the April Joint Board Report.

Mr. Vratny addressed currently included within the Library Board approved budget, including merit increases, new staff positions, operational funding, Capital Replacement Program and Comprehensive Library Master Plan future projects. The Library Board approved the second scenario within this presentation, this includes a .10 rollback on the Library mill bringing it to 3.808. Mr. Vratny reviewed expected property taxes and the transfer to funds to capital projects.

Chairman Eilert asked where Corinth Library building project is in the Library's timeline.

Mr. Casserley clarified that currently Corinth Library building project will be addressed after the Blue Valley project. The Library is in communication with Wes Jordan, City Manager of Prairie Village regarding the parks. At this time, they have not included Harmon Parks in that communication, and this is more about syncing up timelines and seeing if the City will be addressing that area. We would still like to be a partner with Prairie Village.

Commissioner O'Hara asked about the plans for the new library at 151st Street.

Mr. Casserley responded that the Blue Valley building project is set to start in 2024. No work has been done on that location and we continue to the meet with the City of Overland Park to continue that partnership. They have budgeted approximately one million dollars towards a park adjacent to that location.

Commissioner O'Hara asked about the price of that building project.

Mr. Casserley responded that the Blue Valley building project is not set to be completed for a couple years, so we cannot accurately forecast at this time.

Commissioner O'Hara encourage the board to revisit that plan and thinks the library there is working fine.

Mr. Casserley responded that Johnson County Library will vet that project and there will a board liaison assigned to that project, to ask questions and get reports, as with any of the building projects.

Commissioner Allenbrand asked if Johnson County Library has had trouble hiring staff.

Mr. Casserley responded that the Library is lucky, it is competitive to get into this organization. We are not having a problem hiring currently.

Chairman Eilert highlighted there was an award presented to Amber Bourke-Slater for volunteer appreciation week, just this morning. The Library volunteers really make this organization a gem.

III. Current Projects: Antioch Library Replacement and DeSoto, Spring Hill, and Edgerton Renewal Study – Scott Sime, Project Coordinator

Scott Sime, Project Coordinator, presented on the Antioch Library Replacement and DeSoto, Spring Hill, and Edgerton Renewal Study, this report is included in the April Joint Board Report.

Antioch Replacement Project

Mr. Sime reported the status of the Antioch Replacement Project and what is coming next. This information is a part of the April Joint Board Report. The new location has an anticipated groundbreaking at the end 2022 or early 2023 and an opening in early 2024. Mr. Sime reviewed the designs as they stand now. Next steps we will be meeting with the City of Merriam and bring back to the Library Board for approval.

Chairman Eilert asked about the sale of Antioch building.

Mr. Sime clarified that the sale of this property would be brought back to the Library Board.

Mr. Casserley explained that the Library will focus on giving continuous service to patrons, so that building will not be sold until the new building opens and it is cleaned out.

Commissioner O'Hara asked if the Library or the County in general has experience maintaining green roof.

Mr. Casserley responded "No," but that Dake Wells, the architect we are working with, has shown us that this method is at least 40 years old and has many benefits to elongate the lifespan of the roof.

Commissioner O'Hara asked what the cost difference is between a typical roof and a green roof.

Mr. Casserley explained that the initial cost of a green roof is within the budget for this project and would make for lower maintenance cost for the building.

Commissioner Allenbrand explained that a green roof does last longer than traditional roof and this architect is very knowledgeable in that.

DeSoto, Spring Hill and Edgerton Renewal Study

Mr. Sime reported on the status of the DeSoto, Spring Hill and Edgerton Renewal Study. This information is a part of the April Joint Board Report.

Mr. Sime reviewed the study scope as well as some fast facts about this project.

Commissioner O'Hara asked about a discussion with the Spring Hill school district and the possibility of having a partnership with that school district.

Mr. Casserley explained that there was a study done with Spring Hill. The location of the school is separate from the population centers and isolated from some transportation routes that kids would be able to take. Looking at what would serve the residents best is leaving this location where it is now. A school partnership there would lower access to residents.

Chairman Eilert explained that there were many issues that were highlighted in this study and after analysis that option went off the table.

Penny Postoak Ferguson, County Manager, let the meeting know that there is a building within the County that has a green roof, the Crime Lab Communication Center.

Mr. Sime reviewed trends from the inputs sessions; including in-person sessions, virtual session, and virtual and paper survey. The Library received about 350 survey responses. High level trends include a desire for wider range of hours, keeping access to popular collection, placing holds, and browsing, and a desire for collaborative and quiet study spaces. Conceptual designs and budget estimates are planning to be presented to the Library Board in the next couple of months.

Chairman Eilert described the DeSoto branch as a one room building, the Edgerton branch as a small room in an old bank. He then asked if the idea is to build new facilities.

Mr. Sime clarified that the idea is to refresh the current locations, as these buildings were not a part of the Capital Improvement Plan (CIP).

III. Future Projects: Blue Valley Library and Corinth Library Replacement Projects – Sean Casserley, County Librarian

Mr. Casserley expressed that these were previously discussed. Working with the City of Lenexa and Merriam, this has been beneficial due to gifted land and shared parking. These partnerships also bring community services closer together and works well for patrons.

Commissioner O'Hara would like to get cost estimates the Library has for Blue Valley. She also voiced that the idea spending thirty-five million dollars is astounding.

Mr. Casserley explained that the Library has set a square foot basis for libraries, based on population area, and believes that is at .64sq ft / 1000 people. Projected growth in southeast is phenomenal and that is what those calculations are based on. We want to give equal services throughout the county and the data and current meeting spaces show that this building is at capacity.

Commissioner O'Hara requested that the board revisit that budget and ensure it is the best use of taxpayer's money.

Chairman Eilert reminded everyone that there will be ample opportunity for review and for opinions to be discussed.

IV. Johnson County Library Foundation and Friends of the Johnson County Library Updates – Stephanie Stollsteimer, Development Director

Stephanie Stollsteimer, Development/Foundation Director, thanked Chairman Eilert for mentioning the volunteers. Volunteers for the county extend ability of the entire county.

Ms. Stollsteimer, presented on behalf of the Johnson County Friends of the Library and the Library Foundation. The written report is included in the April Joint Board Report.

VI. Emerging from a Pandemic – Adam Wathen, Associate Director for Systemwide Services

Adam Wathen, Associate Director of Systemwide Services, presented the Statistics from the Library emerging from the pandemic, this report is included in the April Joint Board Report.

Mr. Wathen reviewed the visitation trends, physical circulation, and digital usage. You can see the impacts from COVID closings and that we have not fully recovered in physical visitation. The new e-resource platform may affect our digital usage going forward, making it easier for patrons to access information.

Holds traffic has now included drive thru windows and curbside holds delivery, this was implemented during COVID, and we do not plan to stop that service. Leawood jumped in holds usage and Blue Valley is the consistently highest used branch.

Programming had to shift to fulling online programming during the pandemic, which included selecting a platform, training staff, and creating programs. The recorded programs have gotten significant views and has allowed another valuable service to our patrons.

VII. Questions and Discussion

Commissioner Ashcraft requested the packet for tonight's presentation. He also wanted to would like to see a lifecycle comparison on the green roof compared to traditional roof. There are tradeoffs and he would like to see the economics.

Joe Water, Assistant County Manager, remarked on the Crime Lab Communication Center's green room. It has done a nice job shielding the UV and the roof is approximately 15 years old with no leaks and the building is a good energy performer. The green roof there is more utilitarian and not as visible.

Commissioner Allenbrand thanked the Library for doing the online programs during COVID. Staff had to be innovative, and it was appreciated. She also urged everyone to sign up for Library Lets Loose.

Chairman Eilert expressed that the Library has done a good job with the Comprehensive Library Master Plan (CLMP) and shown to use good judgement. There is still work to be done and expecting that it will be done with similar good judgement.

Commissioner O'Hara asked about the status of the Lackman library.

Mr. Casserley responded that the Lackman building will be put up for sale, as directed by the Board of County Commissioners (BOCC). That will go to the Library Board and that will go to the BOCC. Previously that building was used for storage while Central was being renovated and it has now been emptied.

Chairman Eilert expressed his hope to not sell that building in a bad market.

Commissioner Hanzlick reminded the group that Fred Sherman, Election Commissioner, has requested to use the Lackman building as an advanced voting site.

Mr. Casserley responded that the Library board has approved that use, so it will not be sold prior to November elections.

Chair Griffith expressed thanks to everyone for joining this joint meeting. If anyone has any questions or needs any data, to please reach out.

ADJOURNED

Meeting adjourned at 7:03 p.m.

SECRETARY _____
David Sims

CHAIR _____
Bethany Griffith

SIGNED _____
Sean Casserley

**MINUTES JOHNSON COUNTY LIBRARY BOARD
SPECIAL MEETING**

April 26, 2022
at Central Resource Library
10:30 a.m.

BOARD: Bethany Griffith, Brandy Butcher, David Sims, JR Riley, Kelly Kilgore, and Mitra Templin

Absent: Ali Seeling

BOARD ATTORNEY: Fred and Andrew Logan

BOCC: None

STAFF: Tamiko House, Ben Sunds, Tricia Suellentrop, and Patti Kangethe

Board Chair David Sims called the meeting to order at 10:32am

EXECUTIVE SESSION

Kelly Kilgore moved, pursuant to K.S.A. 2017 Supp. 75-4319(b)(1), that the Board of Directors of the Johnson County Library recess into executive session for a period of 90 minutes to discuss personnel matters of non-elected personnel. The subject of the discussion during the executive session will be an interview of a candidate for the position of County Librarian.

Those attending the executive session shall include members of the Board of Directors of the Johnson County Library, the Executive Assistant to the Johnson County Library, the County Human Resources specialist assisting the Library, and the candidate for the position of County Librarian. Co-counsel for the Board of Directors of the Johnson County Library will be available and may at some point be invited to attend the executive session to answer questions.

The Board will reconvene in this meeting room at 12:02 p.m.

Second: Mitra Templin seconded this motion.

Motion was approved unanimously.

Reconvened at 11:57 a.m.

ADJOURNMENT

Motion: Mitra Templin moved to adjourn the meeting.

Second: Bethany Griffith seconded this motion.

Motion approved unanimously.

Meeting adjourned at 11:58 a.m.

SECRETARY _____
Kelly Kilgore

CHAIR _____
David Sims

SIGNED _____
Sean Casserley

**JOHNSON COUNTY LIBRARY
GIFT FUND
TREASURER'S REPORT**
Period: MAR-2022

| | | Receipts | Payments | Balance |
|--|---------------------------------|----------|------------|---------------------|
| | Opening cash balance | | | \$103,370.61 |
| | Add Receipts | \$11.96 | | |
| | Less Payments | | \$4,114.23 | |
| | Ending Cash balance | | | \$99,268.34 |
| | Less Liabilities | | \$2,040.76 | |
| | Unobligated cash balance | | | \$97,227.58 |

APPROVED: _____

DATE: _____

Briefing Sheet

To: Johnson County Library Board of Directors
From: Sean Casserley, County Librarian
Date: May 12, 2022
Re: Cedar Roe: Contract approval and temporary closure for planned interior and exterior work.

Issues: Consider approving the Work Order for Universal Construction Company for interior and exterior work at Cedar Roe Library in an amount not to exceed \$209,516, and consider approving a temporary closure.

Suggested Motions:

- I move to approve the Work Order with Universal Construction Company for interior and exterior work at Cedar Roe Library in an amount not to exceed \$209,516.
- I move to approve a temporary closure of Cedar Roe Library for a period of up to two weeks during July-August to complete planned CRP work.

Background: In 2021, the Library Board approved the 2022 Capital Replacement Program (CRP). The purpose of the CRP is to investigate and evaluate the condition of major building components and systems in Library facilities, establish a repair/replacement schedule for those components, and implement the projects. This systematic approach allows the ongoing care and maintenance of existing assets to be prioritized in a holistic manner. The CRP ensures that the useful life of Library buildings is maximized.

Work planned for Cedar Roe includes replacing the mezzanine ceiling, roof access ladder, electrical and lighting improvements, exit sign modifications, paving and entrance enhancements, ADA corrections, and security / building automation system improvements.

The contractor selected for this project, Universal Construction Company, is one of four contractors the County has under a term and supply contract. These four contractors were selected via a competitive process in response to “RFP 2021-053: On-Call Construction Services”. The contract is AIA Document A121-2018 Standard Form of Master Agreement Between Owner and Contractor (“Master Agreement”), as modified in “RFP 2021-053: On-Call Construction Services” entered into on December 20, 2021, between the Board of County Commissioners, Johnson County Kansas and Universal Construction Company.

This project was bid out to the four term and supply contractors only, and Universal was selected as they were the low bidder.

Analysis: The entire scope of work at Cedar Roe is anticipated to last for about one month over the summer. Much of this work can be completed while the building is occupied and open to the public. Some of the work requires paving removal and put-back near the public entrance and power to be shut off to the building.

For the safety of the public and staff, it is recommended that the Library Board approve temporary closure of the library for up to two weeks during this time, reopening afterward with full public services restored. During the closure, no services will be offered at Cedar Roe Library and staff would be relocated.

Budget Review: Funding from this work was approved as a part of the 2022 CRP.

Legal Review: Library legal counsel has approved the construction contract/work order as to form.

Briefing Sheet

Alternatives: 1) Not approve the temporary closure, which would result in complicated patron messaging, inconsistent service, off-hours work, potential safety concerns, and patron confusion regarding which services are available.

Recommendation: To approve the contract with Universal Construction Company and approve a temporary closure for up to two weeks in July-August at Cedar Roe.

- **Suggested Motions:** I move to approve the Work Order with Universal Construction Company for interior and exterior work at Cedar Roe Library in an amount not to exceed \$209,516.
- I move to approve a temporary closure of Cedar Roe Library for a period of up to two weeks during July-August to complete planned CRP work.



Construction Services Term and Supply Work Order Authorization

In accordance with Section 2.3 of AIA Document A121-2018 Standard Form of Master Agreement Between Owner and Contractor ("Master Agreement"), as modified, of the "RFP 2021-053: On-Call Construction Services" entered into on December 20, 2021, between the Board of County Commissioners, Johnson County Kansas and **Universal Construction Company**, Work Order Authorization ("Work Order") is hereby given and mutually agreed upon per the following information and attached Scope of Services and Proposal.

Project Name: Cedar Roe Library Electrical, Mezzanine and ADA Upgrades

Project Location: Cedar Roe Library, 5120 Cedar St., Roeland Park, KS 66205

Project Disciplines: Pre-Const Services General Construction Building Evaluation Construction Management

**(Pre-construction Services plus General Construction combined for BOCC projects will require legal approval)*

Detailed Description of the Work: The work includes the replacement of the mezzanine ceiling and light fixtures, new roof access hatch ladder, replacement of ceiling tiles and light fixtures above the current public computer area, new exit lights/signs and various improvements to address ADA deficiencies found and outlined in the JCL ADA Transition Plan including but not limited to exterior paving, doors, hardware and accessory mounting heights.

The Contract Time: Project Start Date: **15-Apr-22**
Substantial Completion: **31-Jul-22**

The Contract Sum: Stipulated Sum: **\$ 209,516.00**
Cost of work plus Contractors Fee: \$ N/A
Cost of work Plus Contractors Fee with GMP: \$ N/A

Project Cost Breakdown:

Labor: \$47,242 Materials: \$16,991 Subcontractors: \$132,469 *Contractor markup: \$12,814

**(contractor cost should match the percentages provided in RFP costing Component)*

Project Proposal Date: 4-Apr-22

Architect/Consultant for the Project (if applicable): *(Name, legal status, address, and other information)*

BC Design Group
12101 W 110th St., Suite 100
Overland Park, KS 66210
913-232-2123

Insurance and Bonds:

Insurance shall be in accordance with Article 15 of the Master Agreement, except if indicated below:

Statutory Bonds and Performance Bonds: (if project cost is over \$40,000 to be collected by FMA Buyer)

Contractors Representatives: (name, address, and other information)

Joel Smith, Chief Operations Officer
Universal Construction Company
1615 Argentine Blvd.
Kansas City, KS 66105
913-342-1150
jsmith@universalconstruction.net

Owners Representative: (name, address, and other information)

Sean Hendrix, Library Architectural Project Manager
Johnson County Facilities Management – Planning Design and Construction
111 S. Cherry St., Suite 2100
Olathe, KS 66061
913-715-1135
Sean.Hendrix@jocogov.org

Contract Documents: (List any specifications, drawing, addendum, or other supporting documents)

The Contract Documents are defined in Section 5.2 of the Master Agreement and, except for Modifications issued after execution of this Work Order, are enumerated below:

1. This Work Order
2. The Master Agreement
3. The Supplementary and other Conditions of the Contract, if any: N/A

| | | | | | | | |
|----------|-----|-------|-----|------|-----|-------|-----|
| Document | N/A | Title | N/A | Date | N/A | Pages | N/A |
|----------|-----|-------|-----|------|-----|-------|-----|

4. The Specifications, if any, listed below or attached as an exhibit to this Work Order: RE: Drawings

| | | | | | | | |
|---------|----------------|-------|----------------|------|----------------|-------|----------------|
| Section | (see attached) | Title | (see attached) | Date | (see attached) | Pages | (see attached) |
|---------|----------------|-------|----------------|------|----------------|-------|----------------|

5. The Drawings, if any, listed below or attached as an exhibit to this Work Order:

| | | | | | |
|---------|----------------|--------|------------------------------------|-------|-------------------------------|
| Number: | (see attached) | Title: | Construction Documents and Addenda | Date: | various (see attached) |
|---------|----------------|--------|------------------------------------|-------|-------------------------------|

6. The Contractor's Performance and Statutory Bonds as may be required for the Project under the Contract Documents and this Work Order

7. Additional documents, if any, forming part of the Contract Documents as may be listed below or as may be attached as an exhibit to this Work Order:

Work Order Authorization Contract Effective Date: 4/14/2022

OWNER:
**Board of Directors of the
Johnson County Library**

CONTRACTOR:
Universal Construction company

(Signature)

Bethany Griffith, Board Chair

Joel S. Smith
Joel S. Smith (Apr 7, 2022 16:07 CDT)

(Signature)

Joel Smith, Chief Operations Officer

JCL Cedar Roe Library – Electrical, Mezzanine and ADA Upgrades
Johnson County Facilities 210000-186-3.4

SECTION 00300 - BID FORM

BID FOR:

BIDDER NAME AND ADDRESS:

Cedar Roe Library – Electrical, Mezzanine
and ADA Upgrades

Universal Construction Company, Inc.

5120 Cedar St.

1615 Argentine Blvd.

Roeland Park, KS 66205

Kansas City, KS 66105

BID TO:

The Board of Directors of the Johnson County Library

1. The UNDERSIGNED BIDDER hereby proposes and agrees, if this Bid is accepted, to enter into agreement with the OWNER to perform and furnish all the necessary labor, materials, equipment, tools and services for the Work identified in the Bidding Documents for the Contract Price and within the Contract Time indicated in this Bid and in accordance with the other terms and conditions of the Bidding and Contract Documents.
2. This Bid will remain open and subject to acceptance for sixty (60) days following the day of Bid opening, unless BIDDER and OWNER agree to an extension of time. BIDDER will sign and submit the Agreement with the Bonds, insurance and other documents as may be required by the Bidding and Contract Documents within five (5) days following the date of OWNER's Notice of Award.
3. The Contract for the Work identified in the Bidding Documents shall be awarded on the total Base Bid which is based upon the cost of the proposed Labor and Materials for the quantities as may be shown on the Bid Form.
4. In submitting this Bid, BIDDER represents that:
 - a. BIDDER acknowledges receipt of all of the following Addenda:

| Addendum No. | Dated |
|--------------|------------|
| 1 | 03/18/2022 |
| 2 | 03/31/2022 |

- b. BIDDER has examined the contents of the Bidding Documents and assumes responsibility for carefully studying any and all appropriate reports, tests, information, data and studies, the drawings, specifications and other Contract Documents and has familiarized itself with the nature and extent of the Contract Documents, the proposed Work, site(s), locality and all local conditions and laws, rules and regulations that in any manner may affect the cost, progress, performance or furnishing of the Work.

JCL Cedar Roe Library – Electrical, Mezzanine and ADA Upgrades
Johnson County Facilities 210000-186-3.4

- c. BIDDER has read and understands the Standard Terms and Conditions and Special Conditions of this bid.
 - d. BIDDER has given the Johnson County Treasury and Financial Management, Purchasing Division written notice of all conflicts, errors or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by the Johnson County Treasury and Financial Management, Purchasing Division is acceptable to BIDDER.
 - e. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation; BIDDER has not directly or indirectly induced or solicited any BIDDER to submit a false or sham Bid; BIDDER has not solicited or induced any person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself any advantage over any BIDDER or over the OWNER.
 - f. BIDDER further states that it is a duly licensed Contractor, for the type of work proposed, in the **City of Roeland Park and Johnson County Kansas**, and that all fees, permits, etc., required to perform the Work for this proposal are current and have been paid in full.
- 5. This bid is based on the construction documents dated **March 16, 2022**.
 - 6. BIDDER will complete the work for the following price(s) for base bid:

BASE BID \$ 195,869

One Hundred Ninety Five Thousand, Eight Hundred Sixty Nine Dollars

_____ Base Bid (Written in Words)

- 7. Allowance: BIDDER certifies that they have included in the Base Bid, an allowance of **One Thousand Dollars and No Cents (\$1,000.00)** for uses as stated in the Contract Documents. Allowance may only be used with prior written consent of the Owner.

The undersigned Bidder certifies that Base Bid submission to which this Bid Supplement is attached includes those allowances.

JSS Initial here to certify Allowance included in Base Bid

- 8. Alternates:
 - a. Alternate 1
Description: (Demo and remove ceiling tiles in Collection 100. Replace ceiling tiles with ACT-2 in existing grid. Provide light fixture in approximate location shown. Connect to existing circuitry retained during demolition. Modify/extend existing conduit/wiring as necessary for a complete installation)

JCL Cedar Roe Library – Electrical, Mezzanine and ADA Upgrades
Johnson County Facilities 210000-186-3.4

\$13,647.00

Thirteen Thousand, six hundred Forty Seven Dollars Alternate Cost #1 (Written in Words)

9. Schedule: If awarded the Contract, the BIDDER agrees to complete the work by **July 31st, 2022**. The BIDDER shall include a schedule with their Bid.
10. BIDDER understands that the OWNER reserves the right to reject any or all Bids or to waive any formality or technicality in any Bid to the interest of the OWNER.

SUBMITTED AND SIGNED on this 4th day of April, 2022.

If BIDDER is

A Corporation

Universal Construction Company, Inc.

(Corporation Name)

Missouri

(State of Incorporation)

By Joel S. Smith

(Name of person authorized to sign)

Chief Operations Officer

(Title)

(Corporate Seal)

Attest Joel S. Smith

(Secretary)

Business address:

1615 Argentine Blvd.

Kansas City, KS 66105

Phone No.:

913-342-1150

Supplier Information

Company Name: Universal Construction Company, Inc.

Contact Name: Joel S. Smith

Address: 1615 Argentine Blvd.
Kansas City, KS 66105

Phone: 913-342-1150

Fax: 913-342-1151

Email: Jsmith@universalconstruction.net

Supplier Notes

Plan Note 6 on E100 would be an add of \$5,900.00 to furnish and install new crestron lighting control panel

Sheet C2, "Alternate - Full depth pavement removal" add \$7,113.46

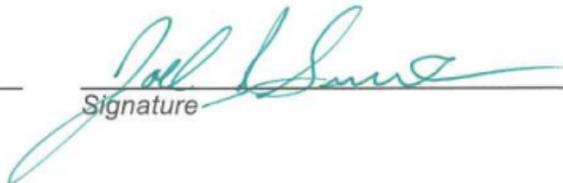
If drinking fountain is required to be lowered, add \$1,000 each (could not find location shown on drawings)

By submitting your response, you certify that you are authorized to represent and bind your company.

Joel S. Smith

Print Name

Signature



Briefing Sheet

To: Johnson County Library Board of Directors
From: Sean Casserley, County Librarian
Date: May 12, 2022
Re: BiblioCommons Web Catalog and Associated Services Renewal

Issue: The annual renewal of the BiblioCommons agreement in an amount not to exceed \$103,450.02.

Suggested Motion: I move to approve the renewal of the BiblioCommons agreement in an amount not to exceed \$103,450.02.

Background: BiblioCommons is the company that offers several services used to create the patron’s online experience interacting with the Library’s collection and services. **BiblioCore** is the Library’s web catalog that allows exploration of JCL and OPL physical and online collections, including:

- place holds and add materials to personal “shelves”
- manage their account, renew and pay fines
- read and write reviews contributed by the community
- explore published reviews from respected sources like *Publishers Weekly* and *Booklist*
- find staff recommendations and make one’s own lists
- seamlessly authenticate to the Library’s other subscription resources like research databases

BiblioEvents is the online calendar of events where patrons discover and register for upcoming events in person and online. **BiblioApps** highlights convenience by offering a mobile-friendly experience. **BiblioCloudRecords** is a new subscription creating a dynamic connection to the Library’s Overdrive eBook and eAudiobook collection, minimizing JCL staff processing time.

Analysis: Johnson County Library and Olathe Public Library have their own instances of the Web catalog allowing specific branding and administration tools. Some lines on the BiblioCommons invoice will be partially funded by OPL through the Interlocal Agreement. The renewal is paid by JCL then reimbursed at the agreed upon rate.

| | JCL and OPL Shared | JCL Only | Cost |
|-------------------------------------|--------------------|----------|---------------|
| BiblioCore | X | | \$ 64,808.82 |
| Augmented Content (LibraryThing) | X | | \$ 3,750.11 |
| BiblioApps | | X | \$ 12,448.56 |
| Augmented Content (Zola Recommends) | | X | \$ 2,881.30 |
| BiblioEvents | | X | \$ 9,958.85 |
| BiblioCloudRecords - OverDrive | X | | \$ 9,602.38 |
| | | | \$ 103,450.02 |

Budget Approval: The Johnson County Library Board of Directors is required to approve all library purchases of \$100,000 or more. Pursuant to K.S.A. 12-1225b (b), the Library Board and County Librarian must comply with purchasing policies established by the BOCC. This is an

anticipated expense and funding for this contract has been included in the FY 2022 Library Operating Budget.

Legal review: The 2022 renewal agreement has been reviewed and certified by legal counsel.

Attachment(s): 2022 renewal contract with BiblioCommons, Inc.

Recommendation: To approve the renewal of the BiblioCommons agreement in an amount not to exceed \$103,450.02.



Order #: 00002128

Johnson County Library Parent Account

9875 W 87th St.
Overland Park, Kansas 66214
United States

Population: 609,863 (Johnson County + Olathe)
Population Source: Census

Date: April 20, 2022

Valid Until: July 20, 2022

PO #(Optional):

Term: Jun 7, 2022 – Jun 6, 2023

All Fees are in USD

BiblioCore

See Schedule "A-1."

Rate: \$0.10626783/pop. or \$12,500 minimum

Annual Subscription Fee: \$64,808.82

BiblioApps

See Schedule "A-2."

Rate: 25% of Core, \$5,000 minimum, one-time implementation fee of \$3,500

Annual Subscription Fee: \$12,448.56

Johnson County Population Only

BiblioEvents

See Schedule "A-6."

Rate: 20% of Core, \$6,000 minimum

Annual Subscription Fee: \$9,958.85

Johnson County Population Only

BiblioCloudRecords - OverDrive

Provide in BiblioCore, for Subscriber's OverDrive holdings as exposed via Subscriber's OverDrive API key, automatic record creation and indexing for search and record removal for expired content.
 Rate: 15% of Core, minimum \$5,000. Implementation fee of \$500.

Annual Subscription Fee: \$9,602.38

Augmented Content - Library Thing Recommendations

See Schedule "A-9".
 Rate: \$0.0061491/pop. or \$1,050 minimum

Annual Subscription Fee: \$3,750.11

Augmented Content - Recommendations (Zola)

See Schedule "A-9".
 Rate: \$0.0061491/pop. or \$1,050 minimum

Annual Subscription Fee: \$2,881.30

Johnson County Population Only

Subscription Fees: \$103,450.02
Total Due this Year, payable on the date hereof:
\$103,450.02

This Order Form supplements the Library Subscription Master Agreement ("Agreement") dated June 7, 2016 and is incorporated therein by reference. Capitalized terms not defined herein shall have the meanings set forth in the Agreement. In the event of a conflict with this Order Form and the Agreement, the Order Form will govern. All fees payable by Subscriber are exclusive of taxes.

Attached Service descriptions, if any, shall be incorporated by reference herein. The Parties acknowledge and confirm that the Services set out in this Order Form will be provided in addition to any services that Subscriber has also purchased with other Order Form(s).

IN WITNESS WHEREOF the parties hereto have caused this Order Form to be duly executed by their proper authorized officers.

| BiblioCommons Corp. | | Johnson County Library Parent Account | |
|----------------------------|---|--|--|
| Signature |  | Signature | |
| Name | Sebastien Lopes | Name | |
| Title | General Manager | Title | |
| Date | Apr 26, 2022 | Date | |