

REGULAR MEETING

January 19, 1971

The Board of Directors of the Lawrence Free Public Library held its regular meeting on January 19 at 4:00 p.m. in the Board Room of the Library.

Members present were: Chairman Max Stalcup, James Drury, Gene Matthews, Clark Coan and Barbara Crews. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

The meeting was called to order. The minutes of the November meeting were approved. They had been mailed to the Board in December although there was no December meeting.

Mr. Mayo explained the Budget Survey and Financial Report and the ending balance on the books. The statistics for November and December were as follows:

	November	
Book Circulation.....	20,591	(59 less than 1969)
Periodicals.....	234	
Records.....	864	
Reference Questions.....	540	
Films.....	45	
Book Stock.....	74,077	
Registrations.....	16,276	

	December	
Book Circulation.....	17,438	(46 less than 1969)
Periodicals.....	161	
Records.....	1,068	
Reference Questions.....	489	
Films.....	43	
Book Stock.....	74,709	
Registrations.....	16,299	

Mr. Mayo told the Board that the city paid Clarence Paine, the Library Consultant, \$1,500.00 originally to draw up the building program. Since that time Mr. Paine was paid \$550.00 in May, 1970, \$522.86 in June, 1970 and \$1,186.45 in August, 1970. It is estimated that we will owe him another \$1,600.00 for working on the furniture layout. The total will then be \$5,359.31 including the initial payment by the city. Mr. Mayo stated that he would like Mr. Paine to come help with the furniture selection when the time comes. This might amount to another \$500.00. He also said he didn't think the Library would have to reimburse the city for their payment of \$1,500.00.

Mr. Mayo announced that Don Robertson would be ready to meet with the Board about the 1st of February. A special meeting will be called.

There was discussion of the architects being behind schedule. Everyone seemed to feel that the Board should keep urging them to keep as close to the schedule as possible.

Clark Coan asked about the question of an all-electric building. Mr. Stalcup told him that the architects, the gas company and the electric company have been consulted and the electric building seems to be the most economical.

Mr. Mayo reported that nothing has been done yet by the lawyer working on the electric rates. There is a possibility that the libraries will have to hire a different attorney.

Mr. Mayo told the Board that the Library has started a shut-in service at the Samaritan Rest Home. We will put a small collection there and change it every two weeks or so.

He reported that Thelma Helyar will be spending some time in England while her husband is on sabbatical leave from the University. Mrs. Helyar has worked for some time in the reference department on a part-time basis. When she returns she will start working with Mrs. Osma in Technical Processing with the possibility of taking over when Mrs. Osma retires.

The Northeast Kansas Library System would like to borrow our multilith machine and put it at the Johnson County Library until such time as we are in our new building. Mr. Drury moved that we loan the multilith to NEKL with the understanding that they be responsible for maintenance and do all of our printing until we are in the new building when it is to be returned to us. Clark Coan seconded the motion. It was unanimous. Mr. Mayo was asked to get a letter containing the terms of the agreement.

Drury suggested that he talk to Denny Stephens, the State Librarian, about hurrying the state's work on the new building. The Board agreed that this would be a good idea.

Mr. Stalcup said he would talk to Buford Watson, City Manager, about he and the city commission attending the next meeting with the architects.

Mr. Mayo showed the Board the furniture layout that Mr. Paine had worked out. He said that the architects fairly well agree with Paine on it.

Mr. Mayo told the Board that the Library needs a new typewriter in Technical Processing. He would like to get an IBM electric. He said he would have the figures at the next meeting.

The November and December bills were approved by roll call.

Dr. Drury suggested that someone other than himself be the Library's representative to NEKL. He said he just doesn't have time to do the job. However, no one else wanted to take it so he said he would keep the position.

The next meeting will be at 3:30 on February 16th. It starts early because there will be a 1970 annual meeting before the regular meeting.

Max Stalcup
Max Stalcup, Chairman

Barbara Crews
Barbara Crews, Secretary

Approved _____

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY * DECEMBER, 1970

	<u>Dec. '70</u>	<u>Yr. to Date '70</u>	<u>Yr. to Date '69</u>
Balance, January 1.....		6,611.61	3,430.32
Balance, December 1.....	31,092.45		
RECEIPTS:			
Tax Funds.....	-----	121,340.00	112,128.00
Adult Books.....	144.47	1,250.53	6,082.05
Childrens Books.....	5.94	96.84	130.09
Overdues.....	535.70	6,370.13	6,584.89
Photo Copies.....	234.45	3,311.30	3,025.44
Library Supplies.....	3.30	100.89	432.81
Library Materials.....	17.90	149.83	188.13
Adult Gifts.....	21.66	35.29	128.37
Employee's Blue Cross.....	-----	82.77	131.69
Employer's Blue Cross.....	-----	-----	493.55
Periodicals.....	-----	11.48	11.50
WEKL Funds.....	-----	26,000.00	-----
Full Time Salaries.....	-----	-----	17,574.94
Social Security.....	-----	-----	804.40
KPERS.....	-----	-----	734.20
Postage.....	-----	16.09	416.96
Childrens Gifts.....	-----	126.50	12.91
Repairs and Equipment.....	-----	-----	115.00
Perkins Fund.....	-----	52.50	52.50
Grovenor Fund.....	-----	230.00	230.00
Bookmobile.....	-----	200.00	200.00
Building Supplies.....	-----	-----	5.76
Welch Fund.....	-----	51.02	45.60
Edwards Fund.....	-----	51.02	45.60
Moore Fund.....	32.50	65.00	65.00
Binding.....	-----	-----	2.23
Utilities.....	-----	-----	27.47
Travel.....	-----	-----	235.30
Insurance.....	-----	-----	27.00
TOTAL RECEIPTS.....	995.92	159,541.19	149,931.39
BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES.....	<u>32,088.37</u>	<u>166,152.80</u>	<u>153,361.71</u>

	<u>Dec. '70</u>	<u>Yr. to Date '70</u>	<u>Yr. to Date '69</u>
EXPENDITURES:.....			
Salaries.....	5,647.47	67,511.96	64,237.92
Custodian's Salary.....	304.23	3,627.62	3,233.67
Employee's Blue Cross.....	66.24	757.44	951.50
Employer's Blue Cross.....	250.96	2,144.65	1,659.94
Postage.....	115.00	1,305.53	1,088.59
Adult Books.....	4,618.67	25,818.01	20,564.41
Childrens Books.....	1,019.79	6,457.45	6,706.95
Periodicals.....	24.00	2,403.23	2,298.59
Library Supplies.....	672.48	4,573.76	3,927.44
Binding.....	619.78	933.17	849.55
Building Supplies.....	110.35	565.22	544.21
Repairs and Equipment.....	-----	1,614.29	4,725.11
Contingency.....	28.62	474.44	287.11
Travel.....	26.76	445.62	722.62
Photo Copies.....	-----	616.37	2,748.96
Utilities.....	521.82	3,721.62	2,486.28
Federal Income Tax Withheld	837.00	10,629.60	11,506.20
Desk Collections.....	1.57	23.70	9.70
Library Materials.....	28.30	1,749.00	2,107.93
Insurance.....	-----	1,054.00	1,155.16
Bookmobile.....	-----	576.09	523.50
Social Security.....	1,422.43	7,762.09	7,754.65
Kansas Income Tax Withheld.	251.46	1,062.96	1,150.62
Employee's KPERs.....	587.49	2,385.32	2,177.41
Employer's KPERs.....	895.93	3,637.64	3,157.08
Grovenor Fund.....	-----	264.00	175.00
TOTAL EXPENDITURES.....	18,050.35	152,114.78	146,750.10
BALANCE AFTER RECEIPTS AND EXPENDITURES.....	14,038.02	14,038.02	6,611.61
Less: Encumbered funds for outstanding book orders, photo copies and library materials at the end of the year	<u>8,427.07</u>	<u>8,427.07</u>	<u>3,095.17</u>
BALANCE IN ALL FUNDS.....	<u>5,610.95</u>	<u>5,610.95</u>	<u>3,516.44</u>

SPECIAL MEETING

Feb. 3, 1971

The Board of Directors of the Lawrence Free Public Library held a special meeting on Wednesday, February 3 at 4 p.m. in the Architects office at 1000 Iowa.

Members present were: Chairman Max Stalcup, Mayor Don Metzler, Clark Coan, James Drury & Larry Flannery. Other persons attending were: Commissioners Clark Morton & James Black, Vernell Sturns, Don Robertson, Jim Williams & Dick Peters.

Don Robertson made a presentation of the final building plans. It was moved by Max Stalcup and seconded by Clark Coan that the Board accept the plans and that they be sent to the State Architect for final approval after presentation at the City Commission meeting the following week. Motion carried.

Discussion of fees to the architects for furnishings and equipment was considered. Reference was made to a proposal from the architects by letter on Nov. 19th, 1971 concerning an hourly charge for furnishings and equipment, with a maximum of \$ 9,600.

It was moved by Clark Coan and seconded by Larry Flannery that the proposed maximum charge of \$ 9,600 be allowed for complete services to be performed by the architects as outlined in the letter of Nov. 19th. Motion carried.

A discussion of schedule followed. Estimates now envision receipt of bids by the city on or about March 3.

Meeting adjourned.

Approved _____

Max Stalcup
Max Stalcup, chairman

Barbara Crews
Barbara Crews, Secretary

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A R C H I T E C T S
1000 IOWA • LAWRENCE, KANSAS 66044 • 913 843-5554

November 19, 1970

Mr. Don Metzler, Mayor
City of Lawrence
9th & Massachusetts
Lawrence, Kansas 66044

Re: Lawrence Public Library

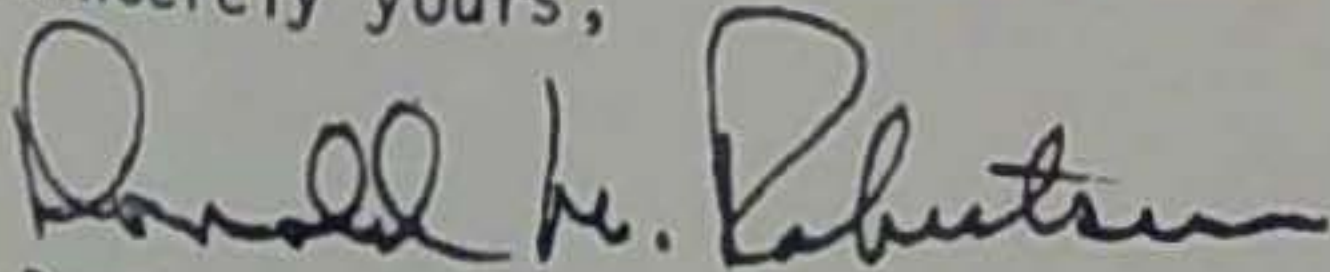
Dear Mr. Metzler:

In accordance with the request of Mr. Buford Watson, City Manager, and members of the Library Board, we wish to propose to furnish the following services for the interior design of the referenced project. We would propose to do this work on an hourly basis, as stated in our agreement, with a maximum fee of \$9,600. To date we have spent 68.5 hours on proposed furniture layouts. Our services would include the following:

- Layout and selection of all movable and fixed furniture
- Color and fabric coordination of all furniture with interior building colors and carpeting
- Prepare cost estimate within budget
- Prepare specifications with alternates and contract documents
- Coordinate and inspect the delivery of and installation of furniture in the Library
- Certify payments to suppliers and contractors.

We hope that the above meets with your approval and that we may be of service to you. If you have any questions regarding this, please let me know.

Sincerely yours,



Donald M. Robertson, A.I.A.

DMR:sfh

cc: B. Watson, M. Stalcup

1970 Annual Meeting

The Board of Trustees of the Lawrence Public Library held its annual meeting at 3:30 p.m. on Tuesday, February 16, 1971 in the Board Room of the library prior to the regular February meeting.

Members present were: Chairman Max Stalcup, Clark Coan, Skipper Williams and Larry Flannery. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

The minutes of the 1970 annual meeting which had been sent to the board prior to the meeting were approved.

There was discussion of the annual report. Clark Coan asked about the possibility of counting xerox copies as circulation. Mr. Mayo explained that there was really no way to count the copies of library materials. There was a question about periodicals and Mr. Mayo told the Board which ones circulated. He also told the Board about the film stock and the fact that the library has lost about fifty films.

Skipper Williams moved and Larry Flannery seconded that the Board retain Wayne Mayo for the year 1971 and commend him for his work in 1970, referring especially to his efforts on the Bond Campaign and the new library building. The vote was unanimous.

Larry Flannery moved and Skipper Williams seconded that the present slate of Officers: Max Stalcup, Chairman; Clark Coan, Vice-Chairman; and Barbara Crews, Secretary Treasurer, be retained for the next year. The motion carried.

The meeting was adjourned.

Barbara E. Crews, Secretary

Clark Coan, Chairman

Approved _____

REGULAR MEETING

February, 1971

The Board of Trustees of the Lawrence Free Public Library held its regular meeting on February 16 at 4:00 p.m. in the Board Room of the library.

Members present were: Chairman Max Stalcup, Clark Coan, Skipper Williams and Larry Flannery. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

The meeting was called to order. The minutes which had previously been sent to the Board were approved. The minutes of the special meeting of February 3 were also approved.

The Board agreed that they didn't like the idea of using cinder blocks in the new building. This was one of the architects alternatives to natural stone if expenses are too high.

Mr. Mayo reported that Don Robertson set March 18 as the date for receiving the bids. There has been no word from the state architect yet on the plans.

Mr. Mayo gave the financial and librarian's report. There was no budget survey because it is so early in the year. Statistics for January were as follows:

Book Circulation (499 more than 1-70)	22,857
Periodicals.....	214
Records.....	830
Reference Questions.....	490
Films.....	55
Book Stock.....	75,044
Registration.....	15,941

Mr. Mayo explained the end of the year balance in all funds. These included desk collections and the gift funds which draw interest. Larry Flannery suggested that the desk collections be put somewhere where they would draw interest. Mr. Mayo said he would look into it and report at the next meeting.

Mr. Mayo explained that we will have to budget for two buildings next year. The next budget will be 2½ mils starting in January, 1972. We will have to publish the budget in August and have hearings if we go to 2½ mils. If we stay with the city they will want our budget in June. A published budget would have to be more flexible than our present ones. This is because we can't transfer funds from one area to another with a published budget. Mr. Mayo said he would have to talk to the auditors about it. Mr. Mayo reported that Topeka, Salina and Hutchinson are tax-levying bodies. There has been a law introduced in the state legislature to use the county census figures as the official count rather than the federal. This could put Lawrence back under 35,000 because the county does not include the university students in its count.

Mr. Mayo showed the Board some literature on Teleplayer systems and discussed the possibility of their use in the future.

The Board also discussed the IRS coming into libraries and looking through their files. They agreed that our circulation records are not public records and should be made available only by court order.

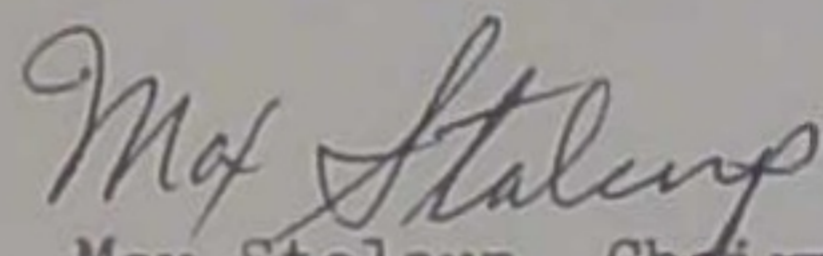
There was discussion about the library changing banks and then rotating their account at set intervals. Mr. Mayo said he would ask Buford Watson what others do. The Board decided to table this until they could find out more about it.

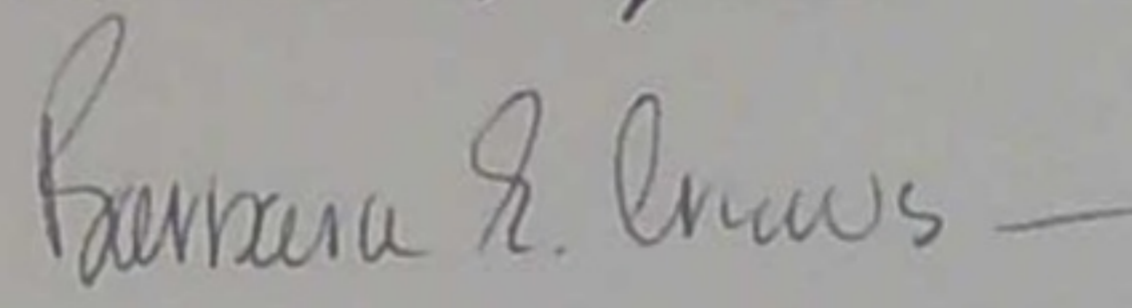
Mr. Mayo quoted prices on an IBM Selectric typewriter. A new Selectric with two platens, two balls and a library keyboard is \$412.70 which includes a \$40.00 tradein on our old Royal manual. A reconditioned Selectric without a library keyboard is \$385.70 which includes a \$30.00 tradein on our old machine. Mr. Mayo recommended buying the new Selectric for the Technical Processing Department. Larry Flannery so moved and Clark Coan seconded. The vote was unanimous.

It was announced that anyone who had suggestions for replacements for the two Board members who will shortly be leaving us were welcome to pass them along to the Mayor.

Bills totalling \$19,025.16 were approved by roll call.

Meeting adjourned.


Max Stalcup, Chairman


Barbara E. Crews, Secretary

Approved: _____

FINANCIAL REPORT * JANUARY 31, 1971

	<u>January, 1971</u>	<u>January, 1970</u>
Balance, January 1.....	14,038.02	6,611.61
RECEIPTS:		
Tax Funds.....	71,500.00	68,000.00
Adult Books.....	124.81	47.36
Childrens Books.....	13.79	9.95
Overdues.....	587.80	585.55
Photo Copies.....	329.55	291.60
Library Supplies.....	1.35	2.95
Library Materials.....	15.05	9.60
Adult Gifts.....	-----	8.63
Employee's Blue Cross.....	-----	15.30
TOTAL RECEIPTS:	72,572.35	68,970.94
BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES:	86,610.37	75,582.55
EXPENDITURES:		
Salaries.....	5,926.08	5,405.05
Custodian's Salary.....	324.22	300.37
Employee's Blue Cross.....	66.24	61.87
Employer's Blue Cross.....	250.96	186.75
Postage.....	310.00	95.27
Adult Books.....	5,406.76	3,781.21
Childrens Books.....	718.16	283.23
Periodicals.....	2,339.71	2,286.43
Library Supplies.....	327.57	614.38
Binding.....	-----	42.78
Building Supplies.....	16.85	41.00
Repairs and Equipment.....	51.00	36.92
Contingency.....	16.98	8.43
Travel.....	24.68	53.71
Photo Copies.....	1,953.95	184.62
Utilities.....	384.15	265.14
Federal Income Tax Withheld.	857.80	878.50
Desk Collections.....	-----	1.61
Library Materials.....	34.55	-----
Bookmobile.....	15.50	-----
TOTAL EXPENSES:	19,025.16	14,527.27
BALANCE AFTER RECEIPTS AND EXPENDITURES:	67,585.21	61,055.28

REGULAR MEETING

March 16, 1971

There was no March meeting of the Library Board of Directors due to the lack of a quorum.

Members present were: Chairman Max Stalcup, Clark Coan and Skipper Williams. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

Members present approved the February bills. Approval was also received from Barbara Crews when she signed the invoice checks on March 17.

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY * FEBRUARY 29, 1971

	<u>Feb. '71</u>	<u>Yr. to Date '71</u>	<u>Yr. to Date '70</u>
Balance, January 1.....		14,038.02	6,611.61
Balance, February 1.....	67,585.21		
RECEIPTS:			
Tax Funds.....	-----	71,500.00	68,000.00
Adult Books.....	17.05	141.86	167.03
Childrens Books.....	37.60	51.39	12.90
Overdues.....	502.71	1,090.51	1,025.14
Photo Copies.....	256.40	585.95	508.80
Library Supplies.....	1.10	2.45	77.95
Library Materials.....	1.35	16.40	14.40
WEKL Funds.....	6,625.00	6,625.00	6,498.00
Adult Gifts.....	-----	-----	8.63
Employee's Blue Cross.....	-----	-----	15.30
Periodicals.....	-----	-----	6.16
TOTAL RECEIPTS:	7,441.21	80,013.56	76,334.31
BALANCE BEFORE EXPENDITURES:	75,026.42	94,051.58	82,945.92
EXPENDITURES:			
Salaries.....	5,868.01	11,794.09	10,757.44
Custodian's Salary.....	324.22	648.44	600.74
Employee's Blue Cross.....	66.24	132.48	123.74
Employer's Blue Cross.....	250.96	501.92	355.66
Postage.....	45.21	355.21	266.67
Adult Books.....	1,530.28	6,937.04	5,690.26
Childrens Books.....	681.68	1,399.84	1,185.82
Periodicals.....	22.30	2,362.01	2,286.43
Library Supplies.....	414.12	741.69	954.70
Building Supplies.....	14.75	31.60	174.21
Repairs and Equipment.....	353.82	404.82	102.11
Contingency.....	18.44	35.42	54.89
Travel.....	28.58	53.26	72.60
Photo Copies.....	2,421.50	4,375.45	185.32
Utilities.....	343.60	727.75	483.82
Federal Income Tax Withheld.....	859.50	1,717.30	1,755.10
Desk Collections.....	10.00	10.00	2.54
Library Materials.....	327.31	361.86	113.14
Bookmobile.....	.50	16.00	-----
Insurance.....	78.00	78.00	-----
Moore Fund.....	153.62	153.62	-----
Binding.....	-----	-----	73.26
TOTAL EXPENDITURES:	13,812.64	32,837.80	25,238.45
BALANCE AFTER EXPENDITURES:	61,213.78	61,213.78	57,707.47

SPECIAL MEETING

April 1, 1971

The Board of Directors of the Lawrence Public Library held a special meeting on April 1, 1971 at 4 p.m. in the Board Room of the Library.

Members present were Chairman Max Stalcup, Clark Coan, Barbara Crews, Larry Flannery, James Drury & Skipper Williams. Also present were City Commissioners James Black & Clark Morton. Other visitors included City Manager Buford Watson, Asst. City Manager Denny Kallesen & architect Don Robertson.

The meeting was called to order. Discussion concerned the bids for the new library. Among the items discussed were the alternates to the contract, suggested deletions by the architect and the cost of carpeting.

Mr. Morton, as City Commission representative on the project, expressed the feeling of the Commission as to alternates and deletions. He said the Commission would be willing to pay the cost of paving the parking lot provided the Board were willing to add back certain alternates. These included landscaping, concrete floor in the storage area, and the elevator. He also suggested that ductwork not be deleted in the storage area.

After much discussion on these and other points the following motion was made by Clark Coan:

That the Board recommend to the City Commission that it accept the base bid minus alternates of \$ 1,099,960.00 as submitted by Green Construction Co. Further, that we negotiate to provide for the following items: \$ 6,000 for landscaping, \$ 4,000 for a concrete floor in room 028 and \$ 13,395 for a 2,000 lb. capacity elevator. Also, that items 7, 10 and 15 as per attached list be included in the construction program. That item # 2 on this list, the parking lot, be deleted from the building contract with the understanding that the City will pay for this at a cost of \$ 10,200. And, that the Library Board strongly recommends to the City Commission that the stone veneer in alternate G-2 be reinstated in the contract and that if necessary the Board could be responsible for landscaping which has been budgeted at a cost of \$ 6,000.

Seconded by Larry Flannery. Motion carried unanimously.

Note was made by the Board of a letter of acknowledgement from the family of Mr. A.B. Ewing in response to the Board's gift of a memorial book in memory of Mr. Ewing.

Meeting was adjourned.

ROBERTSON • PETERS • ERICSON • WILLIAMS • P.A.

A R C H I T E C T S

1000 IOWA • LAWRENCE, KANSAS 66044 • 913 843-5554

April 1, 1971

LAWRENCE PUBLIC LIBRARY
Cost Analysis

Base Bid		\$ 1,158,780.00
Deduct Alternates:		
-G-1 Landscaping	\$ 13,020.	
G-2 Stone	7,800.	
G-3 Conc. Floor, Room 028	4,000.	
G-4 Exp. Aggregate, Plaza	9,600.	
*G-5 Elevator	15,000.	
G-6 Lighting	9,400.	<u>58,820.00</u>
Base Bid less Alternates		\$ 1,099,960.00
Estimated Funds available for building		<u>1,094,558.78</u>
		\$ 5,401.22

Consider the following changes:

x 1. Reduce allowances		
Carpet	from \$40,000 to \$35,000	
Circulation Desk	from \$ 5,000 to \$ 2,500	
Sound Equipment	from \$ 2,000 (omit)	\$ - 9,500.00
x 2. Parking Lot #13 extension (by City)		- 10,200.00
x 3. Omit all drapery and drapery track		- 4,000.00
x 4. Omit finishing of Room 027		- 990.00
x 5. Omit cabinet and sink, leaving rough-in for future installation, Rooms 012, 018, 019		- 908.00
6. Omit refrigerator and water supply, Room 023		- 346.00
7. Omit book return and carts		- 680.00
x 8. Omit power operators on overhead doors		- 492.00
x 9. Omit dock bumpers, Room 016		- 102.00
x 10. Delete supply ducts heating Room 028		- 2,190.00

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LAWRENCE PUBLIC LIBRARY
Cost Analysis - Page 2

x 11. Delete fourteen (14) Type "B" fixtures and add five (5) Type "A" fixtures, Rooms 101, 111		\$ - 610.00
x 12. Omit one flag pole and base, including electrical		- 590.00
13. Omit second flag pole and base and light fixture, rough-in wiring to remain for future installation by others		- 710.00
14. Omit walls at service drive		- 2,180.00
15. Omit plastering and vinyl wall covering, paint exposed masonry block and concrete, Rooms 001, 005, 020, 023		- 1,375.00
16. Omit lockers in Room 021, including base		- 426.00
17. Omit range and electrical power for range, including exhaust fan		- 290.00
x 18. Modify hardware		- 1,261.00
*Elevator: Modifications to elevator: reduce capacity from 2500 lbs. to 2000 lbs; door operation to be single slide in lieu of bi-parting		- 1,605.00
Add Alternate:	\$ 15,000.00	
less	<u>1,605.00</u>	+ 13,395.00

Note: Items marked "x" are recommended for deletion before consideration
of any items not marked "x."

REGULAR MEETING

April 20, 1971

The Board of Trustees of the Lawrence Free Public Library held its regular meeting on April 20 at 4:00 p.m. in the Board Room of the library.

Members present were: Chairman Max Stalcup, Barbara Crews, Larry Flannery, James Drury, Clark Coan and Skipper Williams. Observer from the League of Women Voters: Mrs. Joseph Camin.

The Meeting was called to order. The first item of business was the election of a new chairman since Mr. Stalcup would be going off the board April 30. Barbara Crews was nominated but declined the nomination. Barbara Crews nominated Clark Coan and Larry Flannery seconded. Nominations ceased and the vote was unanimous.

Barbara Crews nominated Skipper Williams for Vice-Chairman. Larry Flannery seconded. Nominations ceased and the vote was unanimous.

Mr. Mayo gave the librarian's report and the financial report. Statistics for the month of March were as follow:

Book Circulation (653 more than 3-70)...	23,802
Periodicals.....	247
Records.....	958
Reference Questions.....	718
Films.....	33
Book Stock.....	76,119
Registration.....	16,003

Mr. Mayo answered some questions about the financial report and explained what an actual reference question is.

Mr. Stalcup reported that the new library is going to be stone and that the city will build the parking lot. It was also stated that there will be no further use of the consultant, Clarence Paine. The penalty clause on the contractor's agreement was explained.

Clark Coan appointed the Budget Committee for 1972. It consists of James Drury, ^{chairman} Larry Flannery and Barbara Crews.

James Drury raised the question of the library becoming a tax levying body. He said he wanted to be on record as saying he thinks the city should not let the state law go into effect. Discussion followed. Mr. Stalcup stated that Buford Watson said the city could not give us another $\frac{1}{2}$ mil because of the tax lid. Clark Coan said he would talk to the city about this very soon.

James Drury said the Agricultural census would not be certified until late August or early September. The 1969 figures will be used until then. The 1972 budget is due on August 25, 1971. There was some question as to whether the new figures would be in in time to put us over 35,000.

Mr. Mayo requested that the library be closed on April 30 so that the staff could attend KLA. Skipper Williams so moved and Larry Flannery seconded. Discussion followed. The motion passed with one opposed.

Mr. Mayo reported that he had received a letter from Cliff Holland in Russell. There had been a misunderstanding about the attorney fees. The law firm thought each library was going to pay \$500.00 and we thought it was just \$250.00. Discussion followed. It was brought up that the city attorney doesn't think we have much of a chance.

James Drury moved to commit an extra \$250.00 with the proviso that a minimum of four other libraries join in and that we limit our expenditure to \$500.00. Larry Flannery seconded and the vote was unanimous.

Mr. Mayo said that he was going to ask Buford Watson about an official ground breaking ceremony for the new library.

Mr. Mayo reported that he had talked with Warren Rhodes about investing \$3500.00 of the carry-over desk collections from 1970. Mr. Rhodes suggested six month Time Certificates of Deposit which pay 5% annually.

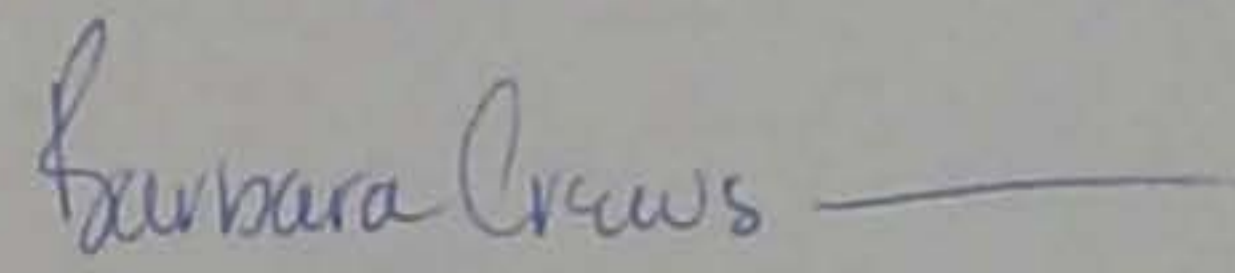
Larry Flannery moved that Mr. Mayo be authorized to invest the funds. James Drury seconded. The vote was unanimous.

The Perkins fund which is a Treasury Note for \$1,000.00 will mature on May 15, 1971. Larry Flannery moved that Barbara Crews be authorized to reinvest the money in a suitable government security. James Drury seconded and the vote was unanimous.

Clark Coan thanked Mr. Stalcup for his long years of very fine service. He also thanked the Board for electing him as the new chairman.

Bills totalling \$13,812.64 and \$17,365.58 for February and March were approved by roll call.


Clark Coan, Chairman


Barbara Crews, Secretary

Approved as corrected 5-18-71

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY * MARCH 31, 1971

	<u>March '71</u>	<u>March '70</u>	<u>Yr. to Date '71</u>
Balance, January 1.....			<u>14,038.02</u>
Balance, March 1.....	61,213.78	57,707.47	
RECEIPTS:			
Tax Funds.....	-----	19,900.00	71,500.00
Adult Books.....	90.98	51.95	232.84
Childrens Books.....	13.51	8.12	64.90
Overdues.....	590.88	585.31	1,681.39
Photo Copies.....	303.90	297.50	889.85
Library Supplies.....	7.96	1.30	10.41
Library Materials.....	15.50	5.40	31.90
NEKL Funds.....	-----	2,166.00	6,625.00
Employee's Blue Cross.....	-----	16.66	-----
TOTAL RECEIPTS:	1,022.73	23,032.24	81,036.29
BALANCE BEFORE EXPENDITURES:	62,236.51	80,739.71	95,074.31
EXPENDITURES:			
Salaries.....	5,987.03	5,415.66	17,781.12
Custodian's Salary.....	324.22	300.37	972.66
Employee's Blue Cross.....	66.24	61.87	198.72
Employer's Blue Cross.....	250.96	168.91	752.88
Postage.....	350.00	95.65	705.21
Adult Books.....	2,225.39	2,039.22	9,162.43
Childrens Books.....	1,463.86	147.41	2,863.70
Periodicals.....	31.50	-----	2,393.51
Library Supplies.....	261.70	331.90	1,003.39
Binding.....	12.68	-----	12.68
Building Supplies.....	51.97	43.15	83.57
Repairs and Equipment.....	650.39	263.75	1,055.21
Contingency.....	2.29	6.51	37.71
Travel.....	25.07	55.34	78.33
Photo Copies.....	-----	60.80	4,375.45
Utilities.....	313.39	219.07	1,041.14
Federal Income Tax.....	859.90	879.20	2,577.20
Desk Collections.....	2.06	2.65	12.06
Library Materials.....	157.99	25.00	519.85
Bookmobile.....	-----	-----	16.00
Insurance.....	-----	932.00	78.00
Moore Fund.....	-----	-----	153.62
Kansas Income Tax.....	257.72	263.43	257.72
Social Security.....	2,460.18	2,088.66	2,460.18
Employer KPERS.....	973.00	884.57	973.00
Employee KPERS.....	638.04	580.05	638.04
TOTAL EXPENDITURES:	17,365.58	14,865.17	50,203.38
BALANCE AFTER EXPENDITURES:	44,870.93	65,874.54	44,870.93

SPECIAL MEETING

May 5, 1971

The Board of Directors of the Lawrence Free Public Library held a special meeting on May 5 at 4 p.m. in the office of the City Manager.

Present were: Chairman Clark Coan, James Drury, Skipper Williams and Howard Wiseman. Also present were Asst. City Manager Dennis Kallesen and Wayne Mayo.

Purpose of the meeting was to discuss methods of funding library operations for 1972. James Drury reviewed the several possibilities available for funding for next year. He also discussed the legal problems involved as a result of the recent legislative session.

It was felt that Senate Bill 23 takes the Library out from under the tax lid. This would, said Dr. Drury allow the City to pass a charter ordinance taking us out from under KSA 12-1215 and yet allow the city to provide taxation of approximately 2.5 mills under its present budget arrangement. It was Dr. Drury's feeling that this was preferable to the Library's becoming a separate taxing unit.

Mr. Kallesen discussed the timing factors involved in passing such a charter ordinance. One consideration was the potential problem which could arise if a petition were presented opposing such an increase. Mr. Kallesen felt that if this did occur, the certifying of a budget for next year might be delayed past the legal time.

In discussing the possibility of the library coming under 12-1215 discussion centered around the need to have reached 35,000 in time to certify a budget. Mr. Kallesen said it was the City Attorney's opinion that the census figure from the county would become official when it was certified on July 15th. The feeling was that we would reach 35,000 at that time. If, however, we did not, the possibility of no-fund warrants was discussed.

It was the feeling of Mr. Kallesen that perhaps the best solution was to certify under 12-1215 for 1972 and then that the board request the Commission early next year to pass a charter ordinance putting us back into the city budget for 1973.

The feeling of the members present was that this decision should be made by the full board at its regular meeting on the 18th of May. Meeting was adjourned.

Approved _____

Clark Coan
Clark Coan, Chairman

Barbara Crews
Barbara Crews, Secretary

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY * APRIL 30, 1971

	<u>April '71</u>	<u>April '70</u>	<u>Yr. to Date '71</u>
Balance, January 1			\$14,038.02
Balance, April 1.....	\$44,870.93	\$65,874.54	
RECEIPTS:			
Tax Funds.....	19,000.00	-----	90,500.00
Adult Books	148.01	51.24	380.85
Childrens Books.....	14.40	6.89	79.30
Overdues.....	599.20	613.73	2,280.59
Photo Copies.....	350.10	419.95	1,239.95
Library Supplies.....	2.15	.85	12.56
Library Materials.....	2.30	25.53	34.20
NEKL Funds.....	6,625.00	2,166.00	13,250.00
Adult Gifts.....	20.00	-----	20.00
Children's Gifts.....	-----	86.50	-----
TOTAL RECEIPTS:	\$26,761.16	\$ 3,370.69	\$107,797.45
BALANCE BEFORE EXPENDITURES:	\$71,632.09	\$69,245.23	\$121,835.47
EXPENDITURES:			
Salaries.....	5,923.05	5,505.89	23,704.17
Custodian's Salary.	324.22	300.37	1,296.88
Employee Blue Cross.....	66.24	61.87	264.96
Employer's Blue Cross.....	250.96	168.91	1,003.84
Postage.....	-----	110.00	705.21
Adult Books.....	1,888.52	2,128.15	11,050.95
Childrens Books.....	410.96	430.24	3,211.20
Periodicals.....	5.00	-----	2,398.51
Library Supplies.....	261.86	773.05	1,265.25
Binding.....	-----	-----	12.68
Building Supplies.....	62.26	-----	145.83
Repairs and Equipment.....	-----	134.46	1,055.21
Contingency	21.95	-----	59.66
Travel	146.35	103.55	224.68
Photo Copies.....	61.20	-----	4,436.65
Utilities.....	323.25	121.73	1,364.39
Federal Income Tax.....	879.50	893.40	3,456.70
Desk Collections.....	3,501.26	2.60	3,513.32
Library Materials.....	163.41	8.76	746.72
Bookmobile.....	-----	-----	16.00
Insurance.....	-----	-----	78.00
Moore Fund.....	-----	-----	153.62
Kansas Income Tax.....	-----	-----	257.72
Social Security.....	-----	-----	2,460.18
Employer KPERS.....	-----	-----	973.00
Employee KPERS.....	-----	-----	638.04
TOTAL EXPENDITURES:	\$14,289.99	\$10,742.98	\$64,493.37
BALANCE AFTER EXPENDITURES:	\$57,342.10	\$58,502.25	\$57,342.10

BUDGET SURVEY * APRIL 30, 1971

	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
SALARIES:				
Full Time Salaries.....	\$ 82,429.00	-----	\$ 26,689.84	\$ 55,739.16
Part Time Salaries.....	<u>11,000.00</u>	-----	<u>3,401.42</u>	<u>7,598.58</u>
	\$93,429.00		\$ 30,091.26	63,337.74
LIBRARY MAINTENANCE:				
Books.....	\$ 32,500.00	\$460.15	8,450.10	\$ 24,510.05
Periodicals.....	2,700.00	-----	2,398.51	301.49
Library Materials.....	1,200.00	34.20	731.70	502.50
Printing.....	1,100.00	-----	12.68	1,087.32
Library Supplies.....	4,500.00	12.56	1,265.25	3,247.31
Librarian's Salary.....	<u>4,407.00</u>	-----	<u>1,469.00</u>	<u>2,938.00</u>
	\$ 46,407.00	506.91	\$14,327.24	\$32,586.67
BUILDING MAINTENANCE:				
Building Supplies.....	800.00	-----	145.83	654.17
Repairs and Equipment.....	1,600.00	-----	1,055.21	544.79
Utilities.....	2,500.00	-----	1,364.39	1,135.61
Insurance.....	<u>1,100.00</u>	-----	<u>78.00</u>	<u>1,022.00</u>
	\$ 6,000.00		\$ 2,643.43	\$ 3,356.57
GENERAL SECURITY.....	\$ 4,500.00	-----	\$ 1,230.04	\$ 3,269.96
POSTAGE.....	\$ 4,271.00	-----	973.00	3,298.00
CONTINGENCY.....	1,300.00	-----	705.21	594.79
TRAVEL & BOOKMOBILE.....	400.00	-----	59.66	340.34
THE CROSS.....	1,200.00	-----	240.68	959.32
PHOTO COPIES.....	2,400.00	-----	1,003.84	1,396.16
	-----	\$1,239.95	<u>1,836.65</u>	<u>(596.70)</u>
	\$ 14,071.00	\$1,239.95	\$ 6,049.08	\$9,261.87
	<u>159,907.00</u>	<u>\$1,746.86</u>	<u>\$53,111.01</u>	<u>\$108,542.85</u>

ANTICIPATED INCOME 1971

Tax Funds.....\$127,407.
 Desk Collections 6,000.
 NEKL Funds.....\$ 26,500.
 \$159,907.

REGULAR MEETING

May 18, 1971

The Board of Directors of the Lawrence Free Public Library held its regular meeting on May 18 at 4:00 p.m. in the Board Room of the Library.

Members present were: Chairman Clark Coan, Howard Wiseman, Skipper Williams, James Drury and Barbara Crews. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

The meeting was called to order. The first item of business was a memo distributed to the board previous to the meeting by James Drury. The memo was a resolution concerning the financing of the library.

James Drury moved that the board adopt the resolution he had presented. Discussion followed. Skipper Williams seconded the motion. Everyone agreed that a cover letter should accompany the resolution when it is sent to City Manager Buford Watson and Mayor Pulliam. The motion passed unanimously.

There was discussion as to the contents of the cover letter. A copy of the letter is attached to the minutes.

James Drury stated that he felt that it was bad for the library board to meet at the same time as the city commission. There was discussion and the board agreed to the possibility of changing our meetings to the third Wednesday of each month instead of the third Tuesday. Mr. Mayo said that he would check with Larry Flannery who was absent on this point and Skipper Williams said he would check and notify Mr. Mayo of his availability. If Williams and Flannery agree, the next meeting will be on June 16.

The minutes of the April meeting which had previously been sent to the board were approved.

Mr. Mayo gave the Librarian's Report and the Financial Report. The statistics for the month of April were as follows:

Book Circulation (-92 from 4-70).....	21,723
Periodicals.....	197
Records.....	1,057
Reference Questions.....	653
Films.....	44
Book Stock.....	76,515
Registration.....	15,992

Mr. Mayo reported that the \$1,000 Treasury note and the \$25 Savings Bond that made up the Perkins fund were put into a two year time deposit which pays 5 3/4% instead of a government security as instructed at the last meeting. Mr. Rhodes at the bank had recommended this.

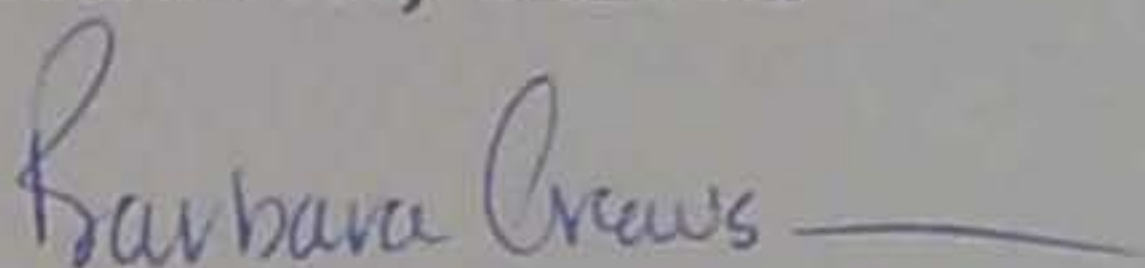
Mr. Mayo also reported that the \$3500 carryover in desk collections from 1970 had been invested in a six month time deposit at 5%.

Mr. Mayo reported that the auditors had been at the library the week of May 10. They recommended that three long outstanding checks be written off the library's books. They are Check Number 568 dated for March 30, 1968 for \$20.73, check number 9446 dated July 7, 1967 for \$68.17 and check number 9479 dated July 7, 1967 for \$67.00. Howard Wiseman moved that the checks be written off. Skipper Williams seconded and the vote was unanimous.

Bills totalling \$14,289.99 were approved by roll call.

Meeting was adjourned.

Clark Coan, Chairman



Barbara Crews, Secretary

Approved _____



LAWRENCE PUBLIC LIBRARY • 9TH AND VERMONT • LAWRENCE • KANSAS

WAYNE MAYO • HEAD LIBRARIAN

THE FOLLOWING RESOLUTION WAS PASSED BY THE
LIBRARY BOARD OF DIRECTORS AT ITS MEETING
ON MAY 18, 1971.

Whereas Kansas Statutes Annotated 12-1215 & 12-1216 require that the Library Boards in cities of the State with more than 35,000 population become property tax levying authorities making appropriate certifications directly to the County Clerk,

Whereas the City of Lawrence may reasonably be expected to be found to have more than 35,000 in the next (1971) census, it would appear that this section of the Statutes will apply,

Whereas the Library Board is appointed by the Lawrence City Commission,

Whereas in our judgement property taxes should be authorized and levied only by the elected representatives of the people,

Whereas the levying of property taxes would tend to make the Library Board more of a separate unit of government and would merely serve to make for more fragmented and complicated local government,

Whereas the Lawrence City Commission has fully supported the library functions and its activities and has shown understanding and a willingness to further the Library and its operations, there is no cause for changing the existing pattern for levying taxes for the library operation,


Whereas the Lawrence City Commission has authority under the Kansas Constitution to pass a charter ordinance exempting itself (and thus the Library) from the operation of K.S.A. 12-1215 & 12-1216,

Be it resolved therefor that:

The Library Board formally requests and recommends to the City Governing Body that it pass a charter ordinance at the earliest practicable time to allow the Library Board to continue to function as it has and to make its recommendations for tax support to the City Governing Body.

Passed unanimously by the Board of Directors of the Lawrence Public Library.

IF WE SEE FURTHER THAN OTHERS IT IS BY STANDING ON THE SHOULDERS OF GIANTS

 LAWRENCE PUBLIC LIBRARY • 9TH AND VERMONT • LAWRENCE • KANSAS
WAYNE MAYO • HEAD LIBRARIAN

19 May 1971

Lawrence City Commission
City Hall
Lawrence, Kansas

Gentlemen:

The attached resolution was passed unanimously by the Board of Directors of the Lawrence Public Library at its regular meeting on May 18th.

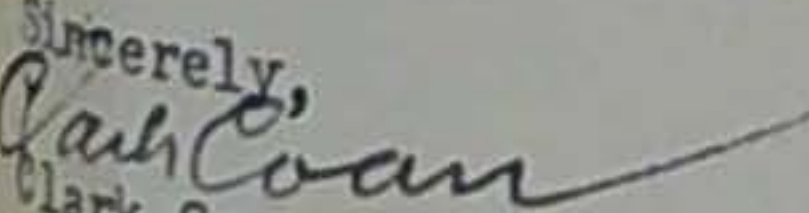
We would like to call to your attention the last paragraph of the resolution. Specifically, that sentence requesting the Commission to pass a charter ordinance "at the earliest practicable time." The feeling of the Board was that there were three likely alternatives which the Commission might consider.

- A. That a charter ordinance be passed immediately and become effective for the calendar year 1972.
- B. That the Library Board certify its own levy for 1972 under provisions of K.S.A. 12-1215 & 12-1216 with the understanding that the Commission would pass a charter ordinance early next year to become effective for calendar year 1973.
- C. That no charter ordinance be passed and that the Library Board certify its own levy for 1972 and for subsequent years.

Points B & C are, of course, predicated upon the assumption that Lawrence will reach a population of at least 35,000 when the 1971 census is certified on July 15th. If alternatives B or C were taken and such population did not reach 35,000, it is our understanding that the Library would be forced to operate in 1972 on no-fund warrants.

If the Commission prefers either alternate A or B, the Library Board will then be prepared to recommend certain items which it feels should be included in such a charter ordinance, such as the amount of millage the Board anticipates it will need to operate the larger library facility to be completed next year.

Thank you for your consideration.

Sincerely,

Clark Coan
Chairman, Lawrence Library Board

IF WE SEE FURTHER THAN OTHERS IT IS BY STANDING ON THE SHOULDERS OF GIANTS

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY * MAY 31, 1971

	May '71	May '70	Yr. to date '71
Balance, January 1.....			\$14,038.02
Balance, May 1.....	\$57,342.10	\$58,502.25	
Outstanding Checks written off.....	<u>155.90</u>		
	\$57,498.00		

RECEIPTS:

Tax Funds.....	-----	-----	\$90,500.00
Adult Books.....	71.97	91.54	452.82
Children's Books.....	56.64	1.50	135.94
Photo Copies.....	329.75	347.00	1,569.70
Overdues.....	585.18	647.27	2,865.77
Library Supplies.....	75.75	.30	88.31
Library Materials.....	43.93	11.30	78.13
EXL.....	-----	2,166.00	13,250.00
Employee's Blue Cross.....	-----	17.41	-----
Adult Gifts.....	-----	-----	20.00
Children's Gifts.....	-----	10.00	-----
Perkins Fund.....	26.25	26.25	26.25
Governor Fund.....	<u>115.00</u>	<u>115.00</u>	<u>115.00</u>

Total Receipts.....	\$ 1,304.47	\$ 3,433.57	\$109,101.92
Plus Outstanding Checks written off.....			<u>155.90</u>

BALANCE BEFORE EXPENDITURES:	\$58,802.47	\$61,935.82	\$123,295.84
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EXPENDITURES:

Salaries.....	\$ 6,285.35	\$ 5,837.15	\$ 29,989.52
Custodians Salary.....	324.22	300.38	1,621.10
Employees Blue Cross.....	66.24	79.71	331.20
Employers Blue Cross.....	250.96	168.91	1,254.80
Postage.....	-----	95.00	705.21
Adult Books.....	2,137.66	1,252.89	13,188.61
Children's Books.....	1,070.25	113.05	4,281.45
Periodicals.....	-----	-----	2,398.51
Library Supplies.....	148.27	688.94	1,413.52
Binding.....	-----	-----	12.68
Building Supplies.....	17.07	20.25	162.90
Repairs and Equipment.....	120.81	496.76	1,176.02
Contingency.....	5.69	24.45	65.35
Travel and Bookmobile.....	575.78	124.84	816.46
Photo Copies.....	-----	-----	4,436.65
Utilities.....	302.29	546.17	1,666.68
Federal Income Tax.....	893.60	957.50	4,350.30
Book Collections.....	1.53	-----	3,514.85
Library Materials.....	383.60	349.40	1,130.32
Insurance.....	1,365.00	96.00	1,443.00
Moore Fund.....	-----	-----	153.62
State Income Tax.....	-----	-----	257.72
Social Security- Employees.....	-----	-----	1,230.09
Social Security- Employers.....	-----	-----	1,230.09
PFERS - Employee.....	-----	-----	638.04
PFERS - Employer.....	-----	-----	973.00
Governor Fund.....	-----	<u>170.00</u>	-----

Total Expenditures.....	\$13,948.32	\$11,321.40	\$78,441.69
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BALANCE AFTER EXPENDITURES.....	\$44,854.15	\$50,614.42	\$44,854.15
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REGULAR MEETING

June 29, 1971

The Board of Directors of the Lawrence Free Public Library held it's regular meeting on June 29, 1971 at 3:30 p.m. in the Board Room of the Library.

Members present were: Chairman Clark Coan, Howard Wiseman, Larry Flannery and Barbara Crews. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

The meeting was called to order. The minutes of the May meeting which had previously been mailed to the board were approved.

The budget committee meeting and the alternatives concerning the charter ordinance, the Library levy and the no-fund warrants were reviewed prior to discussion of the budget for 1972.

Motion was made by Larry Flannery, seconded by Barbara Crews, that a 5% salary increase across the board the 1st of January, 1972 and also a contingency measure to be acted upon July 1, 1972 based on a 1 to 5% increase based on the discretion of the Head Librarian. Motion carried unanimously. Mr. Flannery also suggested that a salary schedule be set up by a committee to be used for the future.

Motion made and seconded that an increase of \$1,000 in salary, effective January 1, 1972 be given to Wayne Mayo.

The Salary Schedule as outlined on the proposed budget was accepted unanimously.

Library Maintenance portion of the proposed budget was discussed. In the circulation department beginning January 1, 1972 a card system, purchased thru the Lawrence High School computer program, would be used. This includes the cost of the cards and the sorting of same, therefore eliminating an extra salaried employee.

Maintenance duties of custodian would be increased to two men in the new building as of July 1, 1972.

Motion made by Larry Flannery, seconded by Howard Wiseman to accept the Library Maintenance portion of the budget. Unanimously accepted.

The Utilities portion of the budget was stated, reviewed and a motion for acceptance was made by Howard Wiseman, seconded by Larry Flannery and unanimously approved.

Miscellaneous Section of the Budget was reviewed as to cost for Social Security, KPERS, etc. as is and a motion to raise the Contingency amount from \$2800 to \$5,000 to allow for additional expense of the new library was made by Larry Flannery, seconded by Howard Wiseman and unanimously approved.

The revised figure for the total 1972 budget of \$206,345.00 was unanimously approved by the Board of Directors. Each category of the budget was approved by the Board. Chairman Coan voiced his thanks to the budget committee.

* FOR PUBLICATION -

Mr. Mayo gave the Librarian's Report and the Financial Report. The statistics for the month of May were as follows:

Book Circulation (955 less than May, 1970)	20,860.
Periodicals.....	176
Records.....	957
Reference Questions.....	469
Films.....	53
Book Stock.....	77,230
Registration.....	16,992

Librarian's report included the report that the Kansas Information Circuit stops as of July 1, 1971, the repair cost of the bookmobile and the audit report for 1970 as given by Lesh Bradley and Barrand.

Discussion scheduled for holidays of 1972 to be observed was tabled until the July meeting.

A short report of the ALA Meeting in Dallas was given by Wayne Mayo.

A two man committee of Larry Flannery as chairman with Howard Wiseman was appointed by Chairman Coan to work out a salary schedule for future use by the Library.

Skipper Williams was appointed to chair a committee on special equipment for the new library, special equipment consisting of drapes, landscaping, flag pole, etc.

Mr. Mayo stated that if we were to be a separate taxing unit, we would need to publish the budget by August 4, 1971, hold a hearing by August 16th to certify by August 25.

Approval of the bills written for May, totaling \$13,948.32 was given by roll call.

Meeting adjourned.

Clark Coan, Chairman

Barbara Crews

Barbara Crews, Secretary

Approved.....

BUDGET SURVEY * JUNE 30, 1971

	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
<u>SALARIES</u>				
Full Time.....	\$82,429.00	-----	\$40,642.07	\$41,786.93
Part Time.....	11,000.00	-----	5,665.23	5,334.77
	<u>\$93,429.00</u>		<u>\$46,307.30</u>	<u>\$47,121.70</u>
<u>LIBRARY MAINTENANCE:</u>				
Books.....	\$32,500.00	\$ 663.49	\$13,793.71	19,369.78
Periodicals.....	2,700.00	-----	2,399.41	300.59
Library Materials.....	1,200.00	83.23	1,284.82	(1.59)
Binding.....	1,100.00	-----	452.22	647.78
Library Supplies.....	4,500.00	88.31	1,511.36	3,076.95
Custodian's Salary.....	<u>4,407.00</u>	-----	<u>2,203.50</u>	<u>2,203.50</u>
	\$46,407.00	835.03	21,645.02	25,597.01
<u>BUILDING MAINTENANCE</u>				
Building Supplies.....	800.00	-----	350.04	449.96
Repairs and Equipment.....	1,600.00	-----	11,246.72	353.28
Utilities.....	2,500.00	-----	2,031.43	468.57
Insurance.....	<u>1,100.00</u>	-----	<u>1,469.00</u>	<u>(369.00)</u>
	\$6,000.00		\$5,097.19	\$902.81
SOCIAL SECURITY.....	4,500.00	15.37	2,522.56	1,992.81
KPERS.....	4,271.00	-----	1,990.00	2,281.00
POSTAGE.....	1,300.00	24.80	806.20	518.60
CONTINGENCY.....	400.00	-----	296.80	103.20
TRAVEL & BOOKMOBILE.....	1,200.00	-----	931.04	268.96
BLUE CROSS.....	2,400.00	-----	1,483.68	916.32
PHOTO COPIES.....	-----	<u>1,808.69</u>	<u>1,836.65</u>	<u>(27.96)</u>
	\$14,071.00	\$ 1,848.86	\$9,866.93	\$6,052.93
TOTAL.....	\$159,907.00	\$ 2,683.89	\$82,916.44	\$79,674.45

ANTICIPATED INCOME 1971

Tax Funds.....	\$127,407.
Desk Collections.....	6,000.
NEKL Funds.....	<u>26,500.</u>
	\$159,907.

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY
June 30, 1971

	June '71	June '70	Yr. to date '71
Balance, January 1, 1971.....			
Balance, June 1	\$44,854.15	\$50,614.42	\$14,038.02
 <u>RECEIPTS:</u>			
Tax Funds	-----	-----	90,500.00
Adult books.....	44.06	91.31	496.88
Children's books	30.67	9.41	166.61
Overdues.....	543.41	471.15	3,409.18
Photo Copies.....	238.99	285.60	1,808.69
Library Supplies.....	-----	5.39	88.31
Library Materials.....	5.10	5.65	83.23
NEKL.....	-----	2,166.00	13,250.00
Adult Gifts.....	17.67	-----	37.67
Moore Fund.....	95.14	32.50	95.14
Governor Fund.....	-----	-----	115.00
Perkins Fund.....	-----	23.30	26.25
Welch Fund	-----	23.30	-----
Edwards Fund.....	-----	-----	-----
Social Security.....	15.37	-----	-----
Postage.....	24.80	-----	15.37
Outstanding Checks written off....	24.80	16.09	24.80
	-----	-----	155.90
Total Receipts.....	\$ 1,015.21	\$ 3,129.70	\$110,273.03
BALANCE BEFORE EXPENDITURES	\$45,869.36	\$53,744.12	\$124,311.05
 <u>EXPENDITURES:</u>			
Salaries.....	\$6,573.96	\$5,553.25	\$36,563.48
Custodian's Salary.....	324.22	300.38	1,945.32
Employees Blue Cross.....	66.24	61.87	397.44
Employers Blue Cross.....	228.88	168.91	1,483.68
Postage.....	100.99	98.00	806.20
Adult Books.....	1,957.73	1,508.79	15,146.34
Children's Books.....	177.97	1,246.73	4,459.42
Periodicals.....	70.90	-----	2,399.41
Library Supplies.....	97.84	90.40	1,511.36
Binding.....	439.54	-----	452.22
Building Supplies.....	187.14	52.07	350.04
Repairs & Equipment.....	70.70	87.15	1,246.72
Contingency.....	231.45	4.09	296.80
Travel and Bookmobile	114.58	321.89	931.04
Photo Copies.....	-----	58.30	4,436.65
Utilities.....	364.75	343.70	2,031.43
Desk Collections.....	-----	1.14	3,514.85
Federal Income Tax.....	921.40	950.70	5,271.70
Library Materials.....	169.52	381.87	1,299.84
Insurance.....	26.00	26.00	1,469.00
Grovenor Fund.....	94.00	94.00	-----
Moore Fund.....	155.50	-----	309.12
Kansas Income Tax.....	268.86	280.16	526.58
Employees Social Security.....	1,292.47)	2,522.56
Employers Social Security.....	1,292.47	2,203.81)	2,522.56
Employees KPERS.....	666.89	602.12	1,304.93
Employers KPERS.....	1,017.00	918.25	1,990.00
	-----	-----	-----
TOTAL EXPENDITURES	\$16,747.00	\$15,353.58	\$95,188.69
BALANCE AFTER EXPENDITURES	\$29,122.36	\$38,390.54	\$29,122.36

LIST OF CHECKS * LAWRENCE PUBLIC LIBRARY * JUNE, 1971

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2342	James H. Anthony	Custodians Salary	\$324.22
2343	Karen R. Ashim	Salary	286.03
2344	Elizabeth M. Barlow	Salary	293.24
2345	Wilma Lee Blosser	Salary	233.70
2346	Doris E. Brandt	Salary	305.89
2347	Bonita D. Dillard	Salary	319.40
2348	Martha Anne Hefner	Salary	298.33
2349	Sue I. Hess	Salary	159.28
2350	Nancy E. Kenton	Salary	243.37
2351	Wayne Mayo	Salary	863.78
2352	Alberta L. Morgan	Salary	290.59
2353	Mary Dalton Murphy	Salary	595.15
2354	Helen Osma	Salary	642.42
2355	Mary E. Paretsky	Salary	410.61
2356	Virginia S. Perrin	Salary	263.74
2357	Kathy Brown	Salary	125.42
2358	Jeanne M. Burgess	Part Time Salary	98.35
2359	Belinda J. Conrad	Part Time Salary	103.52
2360	Susan Cook	Part Time Salary	109.49
2361	Sandra Elston	Part Time Salary	26.07
2362	Jackie Bussell	Part Time Salary	55.46
2363	Bruce L. Flanders	Part Time Salary	104.28
2364	Roxanne Gregory	Part Time Salary	130.82
2365	Torrance S. Jackson	Part Time Salary	104.28
2366	Karl Burton Lohmann	Part Time Salary	200.32
2367	Wanda Marks	Part Time Salary	116.65
2368	Juleigh Muirhead	Part Time Salary	53.70
2369	David Glen Paden	Part Time Salary	17.21
2370	Lorene I. Wilson	Part Time Salary	72.81
2371	Marlene Kay Vaughn	Part Time Salary	50.05
2372	Kansas Blue Cross & Blue Shield	Blue Cross-Blue Shield	295.12
2373	First National Bank Depository	Federal Income Tax	921.40
2374	State Contribution Fund	Social Security	2,584.94
2375	Director of Revenue	Kansas Income Tax Withheld	268.86
2376	Kansas Public Employee's Retirement System	Employer's KPERs	1,017.00
2377	Kansas Public Employer's Retirement System	Employee's KPERs	666.89
2378	American Library Association	Adult Books	25.25
2379	The Baker and Taylor Company	Adult Books	1,137.94
2380	Bound to Stay Bound Books, Inc.	Children's Books	118.64
2381	Collier-MacMillan Distribution Center	Adult Books	350.00
2382	Congressional Staff Directory	Adult Books	24.35

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2383	E. M. Hale and Company Publishers	Children's Books	\$ 55.86
2384	McGraw Hill Book Company	Adult Books	2.58
2385	McNaughton Book Service	Adult Books	215.00
2386	National Georgraphic Society	Adult Books	3.50
2387	Oscar B. Stiskin	Adult Books	90.00
2388	Predicasts, Inc.	Adult Books	70.00
2389	Purnell Library Service	Children's Books---Moore Fund	155.50
2390	Raney Drug Store	Adult Books	5.09
2391	St. Martin's Press, Inc.	Adult Books	19.55
2392	Time-Life Books	Adult Books	14.31
2393	The University Press of Kansas	Adult Books	6.21
2394	Nation's Business Sound Seminar Division	Library Materials	6.40
2395	National Record Plan	Library Materials	131.69
2396	Folkways Scholastic Records	Library Materials	8.92
2397	American Bindery	Binding	439.54
2398	Crane and Company, Inc.	Library Supplies	66.52
2399	Carter's Stationary	Library Supplies	14.57
2400	Hoover's	Library Supplies	12.60
2401	Town Crier	Library Materials	6.40
2402	Opie Brush Company	Building Supplies	183.85
2403	Charlton Insurance Agency	Insurance	26.00
2404	Discount Tire Co.	Contingency	7.65
2405	Landreth McGrew & Johnson Insurance	Contingency	8.00
2406	Lesh, Bradley and Barrand	Contingency	200.00
2407	Ernest & Son Hardware	Repairs & Equipment	22.71
2408	Lawrence Typewriter	Repairs & Equipment	9.50
2409	Repairs and Equipment	Repairs & Equipment	38.49
2410	Wayne Mayo	Travel & Bookmobile	95.60
2411	Mobil Oil Corporation	Travel & Bookmobile	17.23
2412	City of Lawrence -	Utilities	31.88
2413	Kansas Power and Light Co.	Utilities	262.79
2414	Kansas Public Service Co. Inc.	Utilities	12.78
2415	Bell Telephone Co.	Utilities	57.30
2416	Postmaster, Lawrence, Kansas	Postage	100.00
2417	Petty Cash	Adult bboks, Children's books, Postage, Library Supplies, Book- mobile, Building Supplies, Cont- ingency, Library Materials.	50.41

TOTAL CHECKS

\$16,747.00

REGULAR MEETING

July 27, 1971

The Board of Directors of the Lawrence Free Public Library held it's regular meeting on July 27, 1971 at 4:00 in the Board Room of the Library.

Members present were: Vice Chairman, Skipper Williams, Howard Wiseman, Larry Flannery, James Drury, Barbara Crews. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

The meeting was called to order. The June minutes which had been sent to the Board previously were approved.

The Librarian's report included a discussion of the utilities cost as scheduled in the present budget. A report of the summer reading program was given, including the use of the bookmobile with schedules and ideas for next summer. Details of the 1972 budget were discussed including the hearing date as explained according to State regulations. August 13, 1971 was the date set for the hearing and board meeting beginning at 5:00 p.m. If there are protests to be reviewed a special meeting will be held by the Board on August 16, 1971.

Statistics for the month of June are as follows:

Book Circulation (1,489 less than June, 1970)	35,937
Periodicals.....	202
Records.....	767
Reference Questions.....	408
Films.....	67
Book Stock.....	77,355
Registrations.....	16,055

Mr. Mayo stated that a report on the library budget is to be given to the Newspaper for a story in the Journal World, and that there was an inquiry for a program concerning the Library tentatively scheduled for September for Cable T.V.

Following a discussion on the Bank Account of the Library, James Drury made a motion to rotate accounts in the banks of Lawrence on a three year interval beginning January 1, 1972 beginning with the Douglas County Bank. Barbara Crews seconded the motion. The motion passed unanimously.

The board meeting date was discussed with the decision that the date will remain the Third Tuesday of the month.

Approval of the bills written for June, totaling \$16,747.00 was given by roll call.

Meeting Adjourned.

Skipper Williams
Skipper Williams, Vice Chairman

Barbara Crews
Barbara Crews, Secretary

Approved: _____

CHECK
NUMBER

LIST OF CHECKS * LAWRENCE PUBLIC LIBRARY * JULY, 1971

PAYEEACCOUNTAMOUNT

CHECK NUMBER	PAYEE	ACCOUNT	AMOUNT
2418	Kathy Brown	Part time Salary	\$ 107.50
2419	Jeanne Marie Burgess	Part time Salary	103.09
2420	Jackie Bussell	Part time Salary	61.15
2421	Belinda Jane Conrad	Part time Salary	79.63
2422	Susan Cook	Part time Salary	105.32
2423	Bruce Lee Flanders	Part time Salary	154.01
2424	Roxanne Gregory	Part time Salary	142.76
2425	Torrance S. Jackson	Part time Salary	89.59
2426	Karl Burton Lohmann	Part time Salary	200.32
2427	Wanda Marks	Part time Salary	99.21
2429	Juleigh Muirhead	Part time Salary	81.34
2430	Marlene Kay Vaughn	Part time Salary	58.40
2431	Lorene Ione Wilson	Part time Salary	60.67
2432	James Howard Anthony	Custodian's Salary	324.22
2433	Karen R. Ashim	Salary	286.03
2434	Elizabeth M. Barlow	Salary	293.24
2435	Wilma Lee Blosser	Salary	233.70
2435	Doris E. Brandt	Salary	305.89
2436	Bonita Dickinson Dillard	Salary	319.40
2437	Martha Anne Hefner	Salary	298.33
2438	Sue I. Hess	Salary	159.28
2438	Nancy Evelyn Kenton	Salary	243.37
2440	Wayne Mayo	Salary	863.78
2441	Alberta Louise Morgan	Salary	290.59
2442	Mary Dalton Murphy	Salary	595.15
2443	Helen Pitts Osma	Salary	642.42
2444	Mary E. Paretsky	Salary	410.61
2445	Virginia Sloan Perrin	Salary	263.74
2446	Kansas Blue Cross & Blue Shield	Blue Cross & Blue Shield	295.12
2447	First National Bank Depository	Federal Income Tax	926.00
2448	American Bindery	Binding	42.98
2449	The Baker and Taylor Company	Adult Books	1,252.56
2450	Bound to Stay Bound Books, Inc.	Children's Books	785.30
2451	Harper & Row, Publishers, Inc.	Adult Books	83.63
2452	The Pyne Press	Adult Books	11.03
2453	Kansas State Reading Circle	Adult & Children's Books	83.09
2454	The Library of Congress--Card Division	Adult Books	30.00
2455	McGraw Hill Book Company	Adult Books	27.77
2456	McNaughton Book Service	Adult Books	236.50
2457	Sincere Press	Adult Books	25.80
2458	Western Publishing Company, Inc.	Children's Books	103.85
2459	The W. H. Wilson Company	Adult & Children's Books	42.00

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2460	Bro-Dart, Inc.	Library Supplies	\$ 15.20
2461	DEMCO	Library Supplies	56.86
2462	Josten's American Library Line	Library Supplies	132.50
2463	Card Division, Library of Congress	Library Supplies	425.00
2464	Zerox BiblioGraphics	Library Supplies	16.85
2465	Bell Music Company, Inc.	Library Materials	5.00
2466	Crane and Company, Inc.	Library Supplies	102.94
2467	First National Bank - Box Rent	Contingency	3.50
2468	General Appliance Co.	Building Supplies	6.90
2469	Smith Paper Supply Co. Inc.	Building Supplies	14.70
2470	Glen's Garage	Travel & Bookmobile	6.00
2471	Lesh, Bradley & Barrand	Contingency	70.00
2472	The Town Crier	Periodicals & Library Materials	56.21
2473	U. S. Postmaster	Postage	200.00
2474	Bell Telephone Company	Utilities	58.00
2475	Kansas Power and Light Co.	Utilities	287.42
2476	Kansas Public Service Co. Inc.	Utilities	13.12
2477	Petty Cash	Miscellaneous	29.74
			<hr/>
			\$12,311.31

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY
July 31, 1971

	<u>July '71</u>	<u>July '70</u>	<u>Yr. to Date '71</u>
Balance January 1, 1971			\$14,038.02
Balance July 1, 1971	\$29,122.36	\$38,390.54	
<u>RECEIPTS:</u>			
Tax Funds	-----	33,440.00	90,500.00
Adult Books.....	68.11	110.80	564.99
Children's Books.....	31.16	15.33	197.77
.....dues.....	530.36	539.11	3,939.54
.....co Copies.....	270.64	271.45	2,079.33
Library Supplies.....	9.88	-----	98.19
Library Materials	36.52	43.90	119.75
MEKL.....	6,625.00	2,166.00	19,875.00
Adult Gifts.....	-----	5.00	37.67
Grovenor Fund.....	-----	-----	115.00
Perkins Fund.....	-----	-----	26.25
Moore Fund.....	-----	-----	95.14
Social Security.....	-----	-----	15.37
Postage.....	-----	-----	24.80
Bookmobile.....	200.00	200.00	200.00
Utilities.....	82.50	-----	82.50
Outstanding Checks Written off.....	-----	-----	155.90
<u>TOTAL RECEIPTS</u>	<u>\$ 7,854.17</u>	<u>\$36,791.59</u>	<u>\$118,127.20</u>
<u>BALANCE BEFORE EXPENDITURES</u>	<u>\$36,976.53</u>	<u>\$75,182.13</u>	<u>\$132,165.22</u>
<u>EXPENDITURES:</u>			
Salaries.....	6,548.52	5,527.42	43,112.00
Custodian's Salary.....	324.22	304.23	2,269.54
Employee's Blue Cross.....	66.24	79.71	463.68
Employers Blue Cross.....	228.88	168.91	1,712.56
Postage.....	200.05	95.21	1,006.25
Adult Books.....	1,748.22	2,236.33	16,894.56
Children's Books.....	943.30	60.93	5,402.72
Periodicals.....	5.77	20.80	2,405.18
Library Supplies	753.53	69.50	2,264.89
Reading.....	42.98	-----	495.20
Building Supplies.....	22.96	31.24	373.00
Repairs and Equipment.....	-----	214.90	1,246.72
Contingency.....	75.29	316.24	372.09
Travel & Bookmobile	6.00	249.20	937.04
Photo Copies.....	2.00	-----	4,438.65
Utilities.....	358.54	380.61	2,389.97
Federal Income Tax Paid.....	926.00	898.30	6,197.70
..... Collections.....	-----	5.75	3,514.85
Library Materials.....	58.81	338.78	1,358.65
Insurance.....	-----	-----	1,469.00
Moore Fund.....	-----	-----	309.12
Kansas Income Tax.....	-----	-----	526.58
Social Security.....	-----	-----	5,045.12
Employers KPERS.....	-----	-----	1,990.00
Employees KPERS.....	-----	-----	1,304.93
<u>TOTAL EXPENDITURES</u>	<u>\$12,311.31</u>	<u>\$10,998.06</u>	<u>\$ 107,500.00</u>
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$ 24,665.22</u>	<u>\$64,184.07</u>	<u>\$24,665.22</u>

(First published in the Lawrence Daily Journal-World Aug. 2, 1971)

1972 BUDGET FORM FOR LAWRENCE FREE PUBLIC LIBRARY

Douglas County, Kansas

NOTICE OF BUDGET HEARING

Public notice is hereby given, in compliance with the provisions of K.S.A. 1970 Supp. 79-2229, that the governing body will meet on the 12th day of August, 1971, at 5:00 o'clock P.M., at Lawrence Free Public Library, 815 Vermont St., Lawrence, Kansas, for the purpose of hearing objections and answering questions of taxpayers relating to the following budget and the proposed tax levy, and considering amendments relating thereto.

Mrs. Raymond Crowe, Secretary/Treasurer, Clark Coan, President.

	Preceding Year (Actual) 1970	Current Year (Actual and Estimated) 1971	Proposed Budget Ensuing Year 1972	Final Budget Adopted 1972
GENERAL FUND				
Expenditures:				
Compensation of District				
Officers	85,626	93,429	106,879	106,879
Insurance	1,074	1,100	3,000	3,000
Material and Supplies	7,184	5,606	8,981	8,981
Books and Library				
Materials	26,708	36,400	40,700	40,700
Building Salaries	4,100	4,407	6,900	6,900
Building Maintenance and Supplies	2,199	2,400	4,100	4,100
Utilities	3,722	2,500	13,500	13,500
Miscellaneous	15,112	14,071	22,285	22,285
Total Expenditures	155,705	159,907	206,345	206,345
Receipts:				
Unencumbered District				
Balance, January 1	—0—	—0—	3,800	3,800
Ad valorem property tax	121,340	127,407	166,045	166,045
N.E. Kansas Library				
System	26,000	26,500	30,500	30,500
Desk collections	8,365	2,800	6,000	6,000
Total Receipts	155,705	163,707	206,345	206,345
Less: Expenditures	155,705	159,907	206,345	206,345
Balance Forward	—0—	3,800		

Computation of 1971 Ad Valorem Property Tax Requirements
1971 District Valuation \$70,577,688

1971 Tax Requirement	General 166,045
Less: 1971 Local Ad valorem Tax Reduction	5,134
Net Ad valorem Tax Requirement	160,911
Add 3% for Uncollected Taxes	4,827
Total 1971 Ad valorem Tax Requirement	165,738
Rate of Levy (Mills)	2.348

Levy Limits

Statutory Authorization	General 2.50
1971 District Valuation	70,577,688
Local Ad valorem Tax Reduction	5,134
Levy Limit (Mills)	2.50
Less: Local Ad valorem Tax Reduction (Mills)07
New Levy Limit (Mills)	2.43
Rates Levied	2.35

Douglas County, Kansas

NOTICE OF BUDGET HEARING

Public notice is hereby given, in compliance with the provisions of K.S.A. 1970 Supp. 79-2929, that the governing body will meet on the 13th day of August, 1971, at 5:00 o'clock P.M., at Lawrence Free Public Library, 845 Vermont St., Lawrence, Kansas, for the purpose of hearing objections and answering questions of taxpayers relating to the following budget and the proposed tax levy, and considering amendments relating thereto.

Mrs. Raymond Crews, Secretary/Treasurer. Clark Coan, President.

	Preceding Year (Actual) 1970	Current Year (Actual and Estimated) 1971	Proposed Budget Ensuing Year 1972	Final Budget Adopted 1972
GENERAL FUND				
Expenditures:				
Compensation of District				
Officers	85,626	93,429	106,879	106,879
Insurance	1,054	1,100	3,000	3,000
Material and Supplies	7,184	5,600	8,981	8,981
Books and Library				
Materials	36,708	36,400	40,700	40,700
Building Salaries	4,100	4,407	6,900	6,900
Building Maintenance and Supplies	2,199	2,400	4,100	4,100
Utilities	3,722	2,500	13,500	13,500
Miscellaneous	15,112	14,071	22,285	22,285
Total Expenditures	155,705	159,907	206,345	206,345
Receipts:				
Unnumbered District				
Balance, January 1	—0—	—0—	3,800	3,800
Ad valorem property tax	121,340	127,407	166,045	166,045
N.E. Kansas Library				
System	26,000	26,500	30,500	30,500
Desk collections	8,365	9,800	6,000	6,000
Total Receipts	155,705	163,707	206,345	206,345
Less: Expenditures	155,705	159,907	206,345	206,345
Balance Forward	—0—	3,800		

Computation of 1971 Ad Valorem Property Tax Requirements
 1971 District Valuation \$70,577,688

1971 Tax Requirement	General 166,045
Less: 1971 Local Ad valorem Tax Reduction	5,134
Net Ad valorem Tax Requirement	160,911
Add 3% for Uncollected Taxes	4,827
Total 1971 Ad valorem Tax Requirement	165,738
Rate of Levy (Mills)	2.348

Levy Limits

Statutory Authorization	General 2.50
1971 District Valuation	70,577,688
Local Ad valorem Tax Reduction	5,134
Levy Limit (Mills)	2.50
Less: Local Ad valorem Tax Reduction (Mills)07
New Levy Limit (Mills)	2.43
Rates Levied	2.43
	2.35

REGULAR MEETING

August 13, 1971

The Board of Directors of the Lawrence Free Public Library held it's regular meeting on August 13, 1971. Scheduled also at this meeting was a Hearing for the purpose of hearing objections and answering questions of taxpayers relating to the 1972 Budget.

Members present were: Chairman Clark Coan, Larry Flannery, Mrs. Vernon Carlsen, Howard Wiseman, James Drury, Barbara Crews. Observer from the League of Women's Voters: Mrs. Evelyn Hastings.

The meeting was called to order at 5:00 p.m. by Chairman Clark Coan and a welcome given to Mrs. Vernon Carlsen, new member of the Board of Directors.

Minutes of the July meeting, previously mailed to the board members were approved.

The Librarian's report was given by Mr. Mayo. He stated that the final check for tax funds for the current year in the amount of \$36,907.00 has been received.

Statistics for the month of July are as follows:

Book Circulation (1,689 more than July, 1970	34,310
Periodicals.....	229
Records.....	934
Reference Questions.....	429
Films.....	49
Book Stock.....	77,783
Registrations.....	16,104

Mr. Mayo also stated that furniture and furnishings for the new building are now being considered and that bids will be taken for these in September.

Old business items included a discussion by the committee appointed to review salary schedules. Mrs. Carlsen was appointed by Chairman Coan to serve on the committee for special equipment.

New Business: Since no objections or questions were raised by taxpayers regarding the 1972 Budget, Chairman Coan asked for a motion to be made to accept the budget as proposed by the Board of Directors for 1972 in the sum of \$206,345.00. Howard Wiseman so moved and Larry Flannery seconded the motion. Approved unanimously by roll call vote.

There was discussion of the utilities rate charged to municipal libraries by Kansas Power and Light Company with members of the Board to have conversation with other interested concerns to see if legal action would be warranted.

Approval of bills totaling \$12,311.31 written for the month of July, 1971 was given by roll call vote.

September 21, 1971 was announced as the next regular meeting date.

The Public Hearing and the August Board of Director's Meeting was declared adjourned by Chairman Coan.

Clark Coan
Clark Coan, Chairman

Barbara Crews
Barbara Crews, Secretary

Approved: _____

2478	James H. Anthony
2479	Karen R. Ashim
2480	Elizabeth M. Barlow
2481	Wilma Lee Blosser
2482	Doris E. Brandt
2483	Bonita D. Dillard
2484	Martha Anne Hefner
2485	Sue I Hess
2486	Nancy E. K. Setter
2487	Wayne Mayo
2488	Alberta Louise Morgan
2489	Mary Dalton Murphy
2490	Helen Pitts Osma
2491	Mary E. Paretsky
2492	Virginia Sloan Perrin
2493	Kathy Brown
2494	Jeanne Marie Burgess
2495	Jackie Bussell
2496	Belinda Jane Conrad
2497	Susan Carol Cook
2498	Bruce Lee Flanders
2499	Jerome Frank
2500	Roxanne Gregory
2501	Thelma Helyar
2502	Torrance S. Jackson
2503	Wanda Marks
2504	Juleigh Muirhead
2505	Marlene Kay Vaughn
2506	Lorene Ione Wilson
2507	Kansas Blue Cross and Blue Shield
2508	First National Bank Depository
2509	American Bindery
2510	The Baker and Taylor Company
2511	Bound to Stay Bound Books, Inc.
2512	Chicorel Library Publishing Corp.
2513	Collier MacMillan Distribution Center
2514	Frederick Ungar Publishing Company, Inc.
2515	Large Print, Ltd.
2516	McGraw Hill Book Company
2517	McNaughton Book Service
2518	National Geographic Society
2519	Obelisk Books
2520	Charles Scribner's Sons
2521	Silver Burdett Co.

ACCOUNT	AMOUNT
Custodian's Salary	\$324.22
Salary	286.03
Salary	293.24
Salary	233.70
Salary	305.89
Salary	319.40
Salary	285.66
Salary	159.28
Salary	243.37
Salary	924.45
Salary	290.59
Salary	595.15
Salary	642.42
Salary	410.61
Salary	263.74
Part time Salary	81.91
Part time Salary	97.17
Part time Salary	42.66
Part time Salary	97.83
Part time Salary	51.10
Part time Salary	103.52
Part time Salary	27.02
Part time Salary	161.83
Part time Salary	158.96
Part time Salary	69.68
Part time Salary	112.29
Part time Salary	89.95
Part time Salary	43.80
Part time Salary	84.94
Blue Cross and Blue Shield	339.28
August Federal Income Tax Withheld	927.30
Binding	2.58
Adult Book's - Children's Books	1,798.29
Children's Books	296.98
Adult Books	38.25
Adult Books	12.75
Adult Books	31.29
Adult Books	35.75
Adult Books	25.93
Adult Books	265.29
Adult Books	3.50
Adult Books	30.00
Adult Books	28.55
Adult Books	6.35

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2522	Time Life Books	Adult Books	8.68
2523	The Town Crier	Library Materials- Periodicals	8.52
2524	Nation's Business	Library Materials	6.40
2525	National Record Plan	Library Materials	41.59
2526	Bro-Dart, Inc.	Library Supplies	19.20
2527	Crane and Company	Library Supplies	120.71
2528	Custom Printing Company	Library Supplies	497.00
2529	Doores Company	Library Supplies	7.76
2530	Josten's American Library Line	Library Supplies	34.25
2531	Wayne Paper	Library Supplies	74.67
2532	The World Company	Library Supplies	10.50
2533	Xerox BiblioGraphics	Library Supplies	14.80
2534	Malott's True Value Hardware	Building Supplies	3.87
2535	Pur-O-Zone	Building Supplies	4.19
2536	Mobil Oil Corporation	Travel and Bookmobile	126.77
2537	Lawrence Typewriter	Repairs & Equipment	27.50
2538	General Appliance Company, Inc.	Building Supplies	46.17
2539	Smith Paper Supply Co. Inc.	Building Supplies	22.10
2540	City of Lawrence, Water Department	Utilities	9.62
2541	Kansas Public Service Co., Inc.	Utilities	11.03
2542	The Kansas Power and Light Co.	Utilities	272.24
2543	Southwestern Bell Telephone Co.	Utilities	67.90
2544	Lawrence Freight Line, Inc.	Contingency	7.50
2545	Lawrence Journal World	Contingency	13.00
2546	Petty Cash	Miscellaneous	24.39
			<u>\$12,122.86</u>

FINANCIAL REPORT * LAWRENCE PUBLIC LIBRARY
August 31, 1971

Balance January 1, 1971	<u>August '71</u>	<u>Year to date '71</u>
Balance August 1, 1971	\$24,665.22	\$14,038.02

RECEIPTS:

Tax Funds	36,907.00	127,407.00
Adult Books.....	92.97	657.96
Children's Books.....	35.50	233.27
Overdues.....	432.74	4,372.28
Photo Copies.....	252.85	2,332.18
Library Supplies.....	1.63	99.82
Library Materials.....	19.23	138.98
M E K L.....	-----	19,875.00
Adult Gifts.....	-----	37.67
Provenor Fund.....	-----	115.00
Merkins Fund.....	-----	26.25
More Fund.....	-----	95.14
Social Security.....	-----	15.37
Postage	1.83	26.63
Bookmobile.....	-----	200.00
Utilities.....	-----	82.50
Outstanding Checks.....	-----	<u>155.90</u>

<u>TOTAL RECEIPTS</u>	\$37,743.75	\$155,870.95
<u>BALANCE BEFORE EXPENDITURES</u>	\$62,408.97	\$169,908.97

EXPENDITURES

Salaries.....	6,476.19	49,588.19
Methodian's Salary.....	324.22	2,593.76
Employee's Blue Cross.....	66.24	529.92
Employer's Blue Cross.....	273.04	1,985.60
Postage	-----	1,006.25
Adult Books.....	2,254.94	19,096.63
Children's Books.....	331.95	5,787.54
Periodicals.....	2.24	2,407.42
Library Supplies.....	785.92	2,987.06
Printing.....	2.58	497.78
Building Supplies.....	34.75	407.75
Repairs and Equipment.....	73.67	1,320.39
Contingency.....	14.09	386.18
Travel and Bookmobile	126.77	1,063.81
Photo Copies.....	-----	4,502.40
Utilities.....	368.29	2,758.26
General Income Tax.....	927.30	7,125.00
Book Collections.....	.60	3,515.85
Library Materials.....	60.07	1,418.72
Insurance.....	-----	1,469.00
More Fund.....	-----	309.12
Business Income Tax.....	-----	526.58
Social Security-Employees.....	-----	2,522.56
Social Security-Employers.....	-----	2,522.56
Employers KPERS.....	-----	1,304.93
Employees KPERS.....	-----	<u>1,990.00</u>

<u>TOTAL EXPENDITURES</u>	\$12,122.86	\$119,622.86
<u>BALANCE AFTER EXPENDITURES</u>	<u>\$50,286.11</u>	<u>\$50,286.11</u>

BUDGET SURVEY * AUGUST 31, 1971

	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
<u>SALARIES</u>				
Full Time.....	\$82,429.00	-----	\$54,333.91	\$28,095.09
Part Time.....	11,000.00	-----	8,411.17	2,588.83
	<u>\$93,429.00</u>		<u>\$62,745.08</u>	<u>\$30,683.92</u>
<u>LIBRARY MAINTENANCE</u>				
Books.....	\$32,500.00	\$ 891.23	\$19,072.12	\$14,319.11
Periodicals.....	2,700.00	-----	2,407.42	292.58
Library Materials.....	1,200.00	138.98	1,403.70	(64.72)
Binding.....	1,100.00	-----	497.78	602.22
Library Supplies.....	4,500.00	99.82	2,987.06	1,612.76
Custodian's Salary	4,407.00	-----	2,938.00	1,469.00
	<u>\$46,407.00</u>	<u>\$1,130.03</u>	<u>\$29,306.08</u>	<u>\$18,230.95</u>
<u>BUILDING MAINTENANCE</u>				
BUILDing Supplies	800.00	-----	407.75	392.25
Repairs and Equipment	1,600.00	-----	1,320.39	279.61
Utilities	2,500.00	82.50	2,758.26	(175.76)
Insurance	1,100.00	-----	1,469.00	(369.00)
	<u>\$ 6,000.00</u>	<u>\$82.50</u>	<u>\$5,955.40</u>	<u>\$127.10</u>
SOCIAL SECURITY	\$4,500.00	\$15.37	\$2,522.56	\$ 1,992.81
PFERS	\$4,271.00	-----	1,990.00	2,281.00
POSTAGE	1,300.00	26.63	1,006.25	320.38
CONTINGENCY	400.00	-----	386.18	13.82
TRAVEL & BOOKMOBILE.....	1,200.00	200.00	1,063.81	336.19
BLUE CROSS	2,400.00	-----	1,985.60	414.40
PHOTO COPIES	-----	2,332.18	1,902.40	429.78
	<u>\$14,071.00</u>	<u>\$2,574.18</u>	<u>\$10,856.80</u>	<u>\$5,788.38</u>
TOTAL	\$159,907.00	\$3,786.71	\$108,863.36	\$54,830.35

ANTICIPATED INCOME 1971

Tax Funds.....	\$127,407.
Desk Collections.....	6,000.
NEKL Funds.....	<u>26,500.</u>
	\$159,907.

REGULAR MEETING

September 21, 1971

The Board of Directors of the Lawrence Free Public Library held it's regular meeting on Tuesday, September 21, 1971 at 4:00 p.m. in the Board Room of the Library.

Members present were: Clark Coan, Chairman, Larry Flannery, Howard Wiseman, Mrs. Vernon Carlson, James Drury. Observer from the League of Women Voters: Mrs. Evelyn Hastings.

Jim Williams and Don Robertson, Architects presented information to the Board concerning the new building. A change of variety in trees, plus deletion of ground cover, substituting blue grass sod will be used. No landscaping will be lost but the difference in cost is the deletion of the ground cover and the substitution of variety in trees.

Plaque information is necessary now to provide for the drawing to supply to the contractor. There was discussion concerning the names of past and present members to be shown on a bronze plaque. This is to be discussed with the City Manager and information presented within a month to the contractor.

The Green Construction Company feel that their work schedule is to date with the building.

A carpet sample was shown to the Board. It is a rust and brown blend of 100% acrylic and mod-acrylic, 51 ounces per square yard. Installation will be glued direct to the cement slab floor. The carpeting is 12 feet wide and a total of 3000 square feet will be needed.

October 28th was set as the date for furniture and equipment bids. Several companies have expressed interest in submitting bids.

Explanation for the color scheme was given as working from the carpeting shown for approval, relating to lights, glass in windows, coloring of the ceiling, carried through the purchase of furnishings, from bidder selected, as an overall coordination.

The architects showed charts of the arrangement of the first and second floors describing all areas including adult, childrens, circulation, reference, processing and the storage and auditorium areas, plus furnishings arrangement describing new furniture to be purchased and plans for present furniture, stacks, etc. to be utilized.

It was announced that outlets for Cable T.V. were being placed in the auditorium and an area to be used for the Children's story book hour.

The August minutes, previously distributed to the board, were approved as written.

The Librarians report included the financial report and budget survery.

The statistics for the month of August are as follows:

Book Circulation (1247 more than August, 1970)	25,823
Periodicals.....	209
Records.....	831
Reference questions.....	407
Films.....	51
Book Stock.....	78,221
Registrations.....	16,470

Discussion of the Salary Schedule was tabled until at least next month due to the Salary freeze.

James Drury reported on information given to him concerning the K.P. & L. utilities. He said the K.P. & L. Company implied they would challenge the legality of city differential in rate. Attorneys have been delayed in reply because of lack of comparison rates which the electric Company were reluctant to furnish. All activities of the City have not always been on the lower rate. The present franchise of the City provides rate structure charged by corporation. A copy of the Henson letter will be provided to each board member.

Clark Coan had been advised by the Hospital Board that their opinion concurred and probably legal action in the matter would be to no avail.

Mr. Mayo reported that a new procedure has been started in sending out a person to follow up the county attorney letter used in trying to collect overdue charges and unreturned books. The minimum charge, in this procedure, is \$2.00 per book in lieu of the \$1.00 maximum charge. It is thought that this will make it possible to have a sooner follow-up and perhaps lose fewer books.

Mr. Mayo recommended that Key Sort Cards be used in lieu of the card system through the computer of the Lawrence High School as suggested at the June meeting. Investigation of both methods suggests that the initial cost of the Key Sort Cards would be \$3,698.20 and this represents a difference of between \$300 and \$400 more than the computer cards, but this cost would be for an approximate ten year period whereas the computer service would be on an annual basis. It was moved by Mr. Wiseman and seconded by Mr. Drury that the Key Sort Card method be used beginning January 1, 1972. The motion unanimously passed.

a roll call vote approved bills for August, 1971 totaling \$12,122.86.

Meeting adjourned.


Clark Coan, Chairman

Approved _____

<u>OFFICE</u> <u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2547	James Howard Anthony	Custodian's Salary	\$324.22
2548	Karen Ritchie Ashim	Salary	286.04
2549	Elizabeth M. Barlow	Salary	293.24
2550	Wilma Lee Blosser	Salary	233.70
2551	Doris E. Brandt	Salary	305.89
2552	Bonita Dickinson Dillard	Salary	319.40
2553	Martha A. Hefner	Salary	285.66
2554	Sue I. Hess	Salary	159.29
2555	Nancy E. K. Setter	Salary	243.37
2556	Wayne Mayo	Salary	924.45
2557	Alberta L. Morgan	Salary	290.59
2558	Mary D. Murphy	Salary	595.16
2559	Helen Pitts Osma	Salary	668.02
2560	Mary E. Paretsky	Salary	410.61
2561	Virginia Sloan Perrin	Salary	263.74
2562	Kathy Brown	Salary- Part Time	107.50
2563	Jeanne Marie Burgess	Salary- Part Time	49.77
2564	Belinda Jane Conrad	Salary- Part Time	56.88
2565	Susan Carol Cook	Salary- Part Time	52.14
2566	Lee Andrew Edwards	Salary- Part Time	59.44
2567	Bruce Lee Flanders	Salary- Part Time	76.41
2568	Jerome Frank	Salary- Part Time	103.81
2569	Roxanne Gregory	Salary- Part Time	140.33
2570	Thelma Helyar	Salary- Part Time	144.32
2571	Juleigh Muirhead	Salary- Part Time	54.51
2572	Marlene Kay Vaughn	Salary- Part Time	37.54
2573	Lorene Ione Wilson	Salary- Part Time	42.47
2574	Kansas Blue Cross-Blue Shield	Blue Cross-Blue Shield	339.28
2575	Kansas Public Employees Retirement System	KPERS	1,912.86
2576	First National Bank Depository	Federal Income Tax Withheld	920.60
2577	Director of Revenue	Kansas Income Tax Withheld	277.39
2578	U. S. Postmaster	Postage	320.00
2579	State Contribution Fund	Social Security Withheld	2,345.07
2580	Baker and Taylor Company	Adult Books, Children's Books, Library Materials	1,256.18
2581	Bound to Stay Bound Books, Inc.	Children's Books	345.76
2582	Chilton	Adult Books	27.96
2583	Doubleday & Company, Inc.	Adult Books	5.40
2584	McGraw Hill Book Company	Adult Books	14.75
2585	McNaughton Book Service	Adult Books	272.42
2586	National Register Publishing Co. Inc.	Adult Books	25.00
2587	King Karol Records	Library Materials	57.05

<u>CHECK NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2588	W. W. Norton and Company, Inc.	Adult Books	395.00
2589	Serina Press	Adult Books	9.40
2590	Zerox	Photo Copies	15.00
2591	Douglas County Observer	Periodicals	4.00
2592	Allen Press	Library Supplies	42.00
2593	Crane and Co.	Library Supplies, Repairs & Equip.	52.56
2594	Gaylord Bros, Inc.	Library Supplies	16.30
2595	Keeler's Book Store	Library Supplies	13.95
2596	Tobey Fine Papers	Library Supplies	17.36
2597	The Town Crier	Library Materials	12.55
2598	Pitney-Bowes, Inc.	Postage	49.08
2599	Mobil Oil Corporation	Travel & Bookmobile	39.28
2600	Ernest & Son Hardware	Building Supplies	14.58
2601	Opie	Building Supplies	32.90
2602	Smith Paper Supply Co. Inc.	Building Supplies	13.90
2603	Norris Brothers, Inc.	Repairs & Equipment	42.00
2604	Scott Temperature Equipment Co.	Repairs & Equipment	124.02
2605	Kansas Public Service Co. Inc.	Utilities	11.46
2606	Kansas Power and Light Co.	Utilities	239.96
2607	City of Lawrence, Water Department	Utilities	20.74
2608	Bell Telephone Co.	Utilities	58.00
2609	Credit Bureau of Lawrence, Inc.	Contingency	1.70
2610	Petty Cash	Library Supplies, Library Materials	
		Children's Books, Building Supplies	
		Contingency	23.50
			<u>23.50</u>
			\$15,897.46

FINANCIAL REPORT-LAWRENCE PUBLIC LIBRARY
September 30, 1971

	<u>September '71</u>	<u>September '70</u>	<u>Yr. to Date '71</u>
Balance, January 1, 1971			\$14,038.02
Balance September 1, 1971	\$50,286.11	\$55,921.70	
RECEIPTS:			
Tax Funds.....	-----	-----	127,407.00
Adult Books.....	123.59	108.80	781.55
Children's Books.....	27.16	-----	260.43
Overdues.....	528.96	461.99	4,901.24
Photo Copies.....	254.13	202.50	2,586.31
Library Supplies.....	21.10	-----	120.92
Library Materials.....	48.43	12.45	187.41
Periodicals.....	-----	5.32	-----
M.E.K.L.....	-----	2,166.00	19,875.00
Adult Gifts.....	-----	-----	37.67
Grovenor Fund.....	-----	-----	115.00
Perkins Fund.....	-----	-----	26.25
Moore Fund.....	-----	-----	95.14
Social Security.....	-----	-----	15.37
Postage.....	-----	-----	26.63
Bookmobile.....	-----	-----	200.00
Utilities.....	-----	-----	82.50
Outstanding Checks Written off....	-----	-----	155.90
TOTAL RECEIPTS	\$1,003.37	\$2,957.06	\$156,874.32
BALANCE BEFORE EXPENDITURES	\$51,289.48	\$58,878.76	\$170,912.34
EXPENDITURES:			
Salaries.....	6,204.28	5,476.50	55,792.47
Custodian's Salary.....	324.22	304.23	2,917.98
Employee's Blue Cross.....	66.24	53.52	596.16
Employer's Blue Cross.....	273.04	168.91	2,258.64
Postage.....	369.08	105.00	1,375.33
Adult Books.....	1,973.03	1,785.13	21,069.66
Children's Books.....	365.81	340.11	6,153.35
Periodicals.....	4.00	-----	2,411.42
Library Supplies.....	131.16	191.74	3,118.22
Binding.....	-----	85.31	497.78
Building Supplies.....	66.34	15.80	474.09
Repairs and Equipment.....	178.02	243.64	1,498.41
Contingency.....	3.20	-----	389.38
Travel & Bookmobile.....	39.28	9.94	1,103.09
Photo Copies.....	15.00	-----	4,517.40
Utilities.....	330.16	344.75	3,088.42
Federal Income Tax.....	920.60	818.60	8,045.60
State Income Tax.....	277.39	267.91	803.97
Desk Collections.....	-----	5.49	3,515.45
Library Materials.....	98.68	175.64	1,517.40
Insurance.....	-----	-----	1,469.00
Moore Fund.....	-----	-----	309.12
Social Security, Employees.....	1,172.53	()	3,695.09
Social Security, Employers.....	1,172.54	2,047.19	3,695.10
PERS, Employers.....	1,162.93	938.89	3,152.93
PERS, Employees.....	749.93	615.66	2,054.86
TOTAL EXPENDITURES	\$15,897.46	\$13,993.96	\$135,520.32
BALANCE AFTER EXPENDITURES	\$35,392.02	\$44,884.80	\$35,392.02

BUDGET SURVEY * SEPTEMBER 30, 1971

	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
<u>SALARIES</u>				
Full Time.....	\$82,429.00	\$ -----	\$61,179.87	\$21,249.13
Part Time.....	11,000.00	-----	9,399.00	1,600.20
	<u>\$93,429.00</u>		<u>\$70,579.67</u>	<u>\$22,849.33</u>
<u>LIBRARY MAINTENANCE</u>				
Books.....	32,500.00	1,041.98	21,410.96*	12,131.02
Periodicals.....	2,700.00	-----	2,415.42	284.58
Library Materials.....	1,200.00	187.41	1,502.38*	(114.97)
Binding.....	1,100.00	-----	497.78	602.22
Library Supplies.....	4,500.00	120.92	3,118.22	1,502.70
Custodians Salary.....	4,407.00	-----	3,305.25	1,101.75
	<u>\$46,407.00</u>	<u>\$1,350.31</u>	<u>\$32,250.01</u>	<u>\$15,507.30</u>
<u>BUILDING MAINTENANCE</u>				
Building Supplies.....	800.00	-----	474.09	325.91
Repairs and Equipment.....	1,600.00	-----	1,498.41	101.59
Utilities.....	2,500.00	82.50	3,088.42	(505.92)
Insurance.....	1,100.00	-----	1,469.00	(369.00)
	<u>\$6,000.00</u>	<u>\$ 82.50</u>	<u>\$6,529.92</u>	<u>(\$447.42)</u>
<u>MISCELLANEOUS</u>				
Social Security.....	\$4,500.00	15.37	3,695.04	820.33
Repairs.....	4,271.00	-----	3,152.93	1,118.07
Postage.....	1,300.00	26.63	1,375.33	(48.70)
Contingency.....	400.00	-----	389.38	10.62
Travel & Bookmobile.....	1,200.00	200.00	1,103.09	296.91
Blue Cross.....	2,400.00	-----	2,258.64	141.36
Photo Copies.....	-----	2,586.31	1,917.40*	668.91
	<u>\$14,071.00</u>	<u>\$2,828.31</u>	<u>\$13,091.81</u>	<u>\$3,007.50</u>
TOTAL.....	\$159,907.00	\$4,261.12	\$123,251.41	\$40,916.71

Less Outstanding Orders, 1970

Adult Books	\$4,470.81
Childrens Books	1,341.24
Photo Copies	2,600.00
Library Materials	15.02
	<u>\$8,427.07</u>

ANTICIPATED INCOME 1971

Tax Funds.....	\$127,407.
Desk Collections.....	6,000.
NEKL Funds.....	<u>26,500.</u>
	\$159,907.

REGULAR MEETING

October 19, 1971

The Board of Directors of the Lawrence Free Public Library held it's regular meeting Tuesday, October 19, 1971 at 4:00 pm. in the Board Room of the Library.

Members present were: Chairman, Clark Coan, Larry Flannery, Mrs. Vernon Carlsen, James Drury. Observer from the League of Women's Voters, Mrs. Evelyn Hastings.

September minutes, previously circulated to the Board were approved.

Librarian's Report. There was discussion of the increase in cost of books over the past year as being from 8 to 10% per year. Presentation of library cards in now being required of each patron as books are checked out. This is in preparation for the procedure by Xerox to be used in the new library. The Credit Bureau is being used as a means of securing addresses of patrons who have moved leaving unpaid fines and unreturned books. It was suggested that inquiry be made to the post office on the cost of "Return Receipt Requested" cards.

There was discussion of Guidelines and Circumstances to be followed in the use of the Auditorium, gallery and meeting rooms of the new library. Chairman Coan asked Mr. Mayo to secure information as to the procedure of other libraries in reference to this matter. Policy will be set as to hours, after hours of the library, in regard to fees for utilities and custodian care, etc.

The date set for the Furnishings bid for the new library is October 28. Approval of the bids is to be within 30 days of that date. \$120,000.00 is the figure set for furnishings.

Statistics for the month of September are as follows:

Book Circulation (2104 more than Sept. 1970)	22,525
Periodicals.....	219
Records.....	813
Reference Questions.....	556
Films.....	84
Book Stock.....	78,248
Registrations.....	16,926

Old Business: Since the City governing body does not intend to take any action at this time, it was proposed that we inform the Hensen Law Firm that we do not wish to pursue further the rate charge of the Kansas Power and Light Co. After discussion, it was decided to wait until such time more conversation could be had with City Manager regarding the date to Re-Franchise and also to contact the other libraries concerned.

It was moved and seconded that we present the plaque information as submitted by Mr. Mayo, using the names of present and former Library Board of Directors and present and former members of the City Commission, except the second line is to be deleted and the street address, phone number, and project number of the architect, plus inserting the date of 1972. The motion was made by Larry Flannery, seconded by James Drury and carried unanimously.

Correspondence was read from Attorney Byron Springer in regard to the donation of books to the Library as willed by Dora D. Rockland. After inspection of the books by Mr. Mayo, it was felt that the offer should be declined. Chairman Coan was instructed by the Board to sign the document prepared by Attorney Springer showing receipt of this information. This was unanimously approved by the Board.

Roll Call vote approved bills for September totaling \$15,897.46

November meeting date was announced as November 16, 1971.

Meeting Adjourned.

Approved: _____
Clark Coan, Chairman

FINANCIAL REPORT-LAWRENCE PUBLIC LIBRARY
October 31, 1971

	<u>October '71</u>	<u>October '70</u>	<u>Yr. to Date '71</u>
Balance January 1, 1971			\$14,038.02
Balance October 1	\$35,392.02	\$44,884.80	
RECEIPTS			
Tax Funds	-----	-----	127,407.00
Adult Books.....	153.58	145.34	935.13
Children's Books.....	12.11	9.24	272.54
Overdues.....	538.02	565.78	5,439.26
Photo Copies.....	280.34	287.60	2,866.65
Library Supplies.....	1.00	1.05	121.92
Library Materials.....	4.25	1.85	191.66
Employee's Blue Cross.....	-----	33.40	-----
N.E.K.L.....	6,625.00	2,166.00	26,500.00
Adult Gifts.....	-----	-----	37.67
Children's Gifts.....	-----	10.00	-----
Grovenor Fund.....	-----	-----	115.00
Perkins Fund.....	-----	-----	26.25
Moore Fund.....	-----	-----	95.14
Social Security.....	-----	-----	15.37
Postage.....	-----	-----	26.63
Bookmobile.....	-----	-----	200.00
Utilities.....	-----	-----	82.50
Outstanding Checks Written off...	-----	-----	155.90
TOTAL RECEIPTS	<u>\$7,614.30</u>	<u>\$3,220.26</u>	<u>\$164,488.62</u>
BALANCE BEFORE EXPENDITURES	<u>\$43,006.32</u>	<u>\$48,105.06</u>	<u>\$178,526.64</u>
EXPENDITURES			
Salaries.....	6,164.42	5,692.44	61,956.89
Custodian's Salary.....	324.22	304.23	3,242.20
Employees Blue Cross.....	66.24	53.52	662.40
Employers Blue Cross.....	273.04	186.75	2,531.68
Postage.....	7.71	105.00	1,383.04
Adult Books.....	1,526.97	1,639.77	22,596.63
Children's Books.....	406.03	465.39	6,559.38
Periodicals.....	1.80	64.00	2,413.22
Library Supplies.....	148.44	291.31	3,266.66
Binding.....	16.68	2.66	514.46
Building Supplies.....	47.53	40.50	521.62
Repairs and Equipment.....	-----	3.56	1,498.41
Contingency.....	3.50	10.85	392.88
Travel and Bookmobile.....	16.75	18.80	1,119.84
Photo Copies.....	253.85	74.95	4,771.25
Utilities.....	305.95	296.21	3,394.37
Federal Income Tax.....	918.90	827.90	8,964.50
State Income Tax.....	-----	-----	803.97
Desk Collections.....	-----	.89	3,515.45
Library Materials.....	16.26	52.30	1,533.66
Insurance.....	-----	-----	1,469.00
Moore Fund.....	-----	-----	309.12
Grovenor Fund.....	34.50	-----	34.50
Social Security, Employees.....	-----	-----	3,695.09
Social Security, Employers.....	-----	-----	3,695.10
PERS, Employees.....	-----	-----	2,054.86
PERS, Employers.....	-----	-----	3,152.93
TOTAL EXPENDITURES	<u>\$10,532.79</u>	<u>\$10,131.03</u>	<u>\$146,053.11</u>
BALANCE AFTER EXPENDITURES	<u>\$32,473.53</u>	<u>\$37,974.03</u>	<u>\$32,473.53</u>

BUDGET SURVEY * OCTOBER 31, 1971

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full Time	\$82,429.00	-----	\$68,025.84	\$14,403.16
Part Time	11,000.00	-----	10,284.34	715.66
	<u>\$93,429.00</u>		\$78,310.18	\$15,118.82
<u>LIBRARY MAINTENANCE</u>				
Books.....	\$32,500.00	\$1,207.67	\$23,343.96*	\$10,363.71
Periodicals.....	2,700.00	-----	2,413.22	286.78
Library Materials.....	1,200.00	191.66	1,518.64*	(126.98)
Binding.....	1,100.00	-----	514.46	585.54
Library Supplies.....	4,500.00	121.92	3,266.66	1,355.26
Custodian's Salary.....	4,407.00	-----	3,672.50	734.50
	<u>\$46,407.00</u>	1,521.25	\$34,729.44	\$13,198.81
<u>BUILDING MAINTENANCE</u>				
Building Supplies	800.00	-----	521.62	278.38
Repairs & Equipment	1,600.00	-----	1,498.41	101.59
Utilities	2,500.00	82.50	3,394.37	(811.87)
Insurance.....	1,100.00	-----	1,469.00	(369.00)
	<u>\$6,000.00</u>	\$82.50	\$6,883.40	(800.90)
<u>MISCELLANEOUS</u>				
Social Security	\$4,500.00	\$15.37	\$3,695.04	\$820.33
EPERS.....	4,271.00	-----	3,152.93	1,118.07
Postage.....	1,300.00	26.63	1,383.04	(56.41)
Contingency	400.00	-----	392.88	7.12
Travel and Bookmobile.....	1,200.00	200.00	1,119.84	280.16
Blue Cross.....	2,400.00	-----	2,531.68	(131.68)
Photo Copies.....	-----	2,866.65	2,171.25	695.40
	<u>\$14,071.00</u>	\$3,108.65	\$14,446.66	\$2,732.99
TOTALS.....	\$159,907.00	\$4,712.40	\$134,369.68	\$30,249.72

Outstanding Orders, 1970

Adult Books	\$4,470.81
Children's Books	1,341.24
Photo Copies	2,600.00
Library Materials	15.02
	<u>\$8,427.07</u>

ANTICIPATED INCOME 1971

Tax Funds.....	\$127,407.
Desk Collections.....	6,000.
NEKL Funds.....	26,500.
	<u>\$159,907.</u>

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2611	James Howard Anthony	Custodian's Salary	\$324.22
2612	Karen Ritchie Ashim	Salary	286.04
2613	Elizabeth M. Barlow	Salary	293.24
2614	Wilma Lee Blosser	Salary	233.70
2615	Doris E. Brandt	Salary	305.89
2616	Bonita Dickinson Dillard	Salary	319.40
2617	Martha Anne Hefner	Salary	285.66
2618	Sue I. Hess	Salary	159.29
2619	Wayne Mayo	Salary	924.45
2620	Alberta Louise Morgan	Salary	290.59
2621	Mary Dalton Murphy	Salary	629.78
2622	Helen Pitts Osma	Salary	690.34
2623	Mary E. Paretsky	Salary	410.61
2624	Virginia Sloan Perrin	Salary	263.74
2625	Nancy E. K. Setter	Salary	243.37
2626	Kathy Brown	Part Time Salary	102.38
2627	Jeanne Marie Burgess	Part Time Salary	49.77
2628	Belinda Jane Conrad	Part Time Salary	59.16
2629	Susan Carol Cook	Part Time Salary	53.18
2630	Lee Andrew Edwards	Part Time Salary	46.93
2631	Bruce Lee Flanders	Part Time Salary	61.62
2632	Jerome Frank	Part Time Salary	109.49
2633	Roxanne Gregory	Part Time Salary	95.51
2634	Thelma Helyar	Part Time Salary	134.81
2635	Juleigh Muirhead	Part Time Salary	21.80
2636	Marlene Kay Vaughn	Part Time Salary	20.86
2637	Lorene Ione Wilson	Part Time Salary	72.81
2638	Blue Cross- Blue Shield	Blue Cross-Blue Shield	339.28
2639	First National Bank Depository	Federal Income Tax Withheld	918.90
2640	American Heritage Publishing Co. Inc.	Adult Books	5.20
2641	The Baker and Taylor Company	Adult Books-Children's Books	1,025.75
2642	Bound to Stay Bound Books, Inc.	Children's Books	395.70
2643	Carnegie Library, Osawatomie, Kansas	Adult Books - Postage	15.42
2644	Everglades Publishing Co.	Adult Books	3.00
2645	The Great Books Foundation	Adult Books	48.00
2646	Harper & Row, Publishers, Inc.	Adult Books	24.85
2647	McGraw Hill Book Company	Adult Books	79.87
2648	McNaughton Book Service	Adult Books	242.45
2649	National Geographic Society	Adult Books	9.80
2650	Oscar B. Stiskin	Adult Books	10.00

CHECK RECORD
October - 1971

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2651	Silver Burdett Co.	Adult Books	6.35
2652	Time Life Books	Adult Books	8.68
2653	The Williams and Wilkins Company	Adult Books	39.50
2654	American Bindery	Binding	16.68
2655	Crane and Company, Inc.	Library Supplies	26.46
2656	Ernst & Son	Building Supplies	1.21
2657	Gaylord	Library Supplies	42.50
2658	Masden's Watch Shop & Bible Supplies	Library Supplies	65.95
2659	The World Company	Library Supplies	11.80
2660	Nation's Business Sound Seminar Division	Library Materials	6.40
2661	The Town Crier	Periodicals	1.80
2662	Pitney Bowes	Postage	7.24
2663	Smith Paper Supply Co. Inc.	Building Supplies	24.00
2664	General Appliance Company, Inc.	Building Supplies	23.53
2665	Mobil Oil Corporation	Travel & Bookmobile	15.75
2666	Betty Barlow	Travel-Grovenor Fund	5.00
2667	Bonnie Dillard	Travel-Grovenor Fund	24.50
2668	Mary Murphy	Travel-Grovenor Fund	5.00
2669	City of Lawrence - Water Dept.	Utilities	12.29
2670	Bell Telephone Co.	Utilities	57.30
2671	Kansas Public Service Co. Inc.	Utilities	11.46
2672	Kansas Power and Light Co.	Utilities	224.90
2673	Xerox	Xerox-Photo copies	20.00
2674	Xerox	Xerox-Photo copies	233.65
2675	Petty Cash	Miscellaneous	33.98

\$10,532.79

REGULAR MEETING

The Board of Directors of the Lawrence Free Public Library held it's regular meeting Tuesday, November 16, 1971 at 4:00 p.m. in the Board Room of the Library.

Members present were: Chairman, Clark Coan, Howard Wiseman, Mrs. Vernon Carlsen, Skipper Williams, James Drury and Observer from the League of Women's Voters, Mrs. Evelyn Hastings.

October minutes, previously distributed, were approved.

Two sections of the furnishings for the new library will need to be rebid. Bid letting will be held on November 24, 1971 at 3:00 pm. The City Commission meeting will be November 30 at which time the entire furnishings bids will be submitted, as approved by the Library Board of Directors. This makes it necessary for a special board meeting to be called for November 29.

It appears that 114,000 will be the estimated total of furnishings. The original allowance to be used was \$120,000. It was also reported that \$2,500 was allowed for the cost of the circulation desk in the building contract. This \$2,500 was included in the furnishings bid of \$114,000.

The carpeting bid came in \$3,000 less than the original allowance for that item.

The brochure "Black Out Loud" prepared by the Children's Dept. was passed to the Board Members.

Statistics as given by the Librarian for the month of October are as follows:

Book Circulation (814 more than October, 1970).....	22,667
Periodicals.....	233
Records.....	992
Reference Questions.....	648
Films.....	62
Book Stock.....	78,669
Registrations.....	17,280

James Drury made a motion that the Board reaffirm the previous policy of having two memberships in the American Library Association, those being the Chairman of the Library Board and the Head Librarian. Howard Wiseman seconded the motion and the motion carried.

There was discussion on the books lost from the collection. Mr. Mayo reported that .2 of 1% would be the estimate per year, that figure being within what is recorded in national statistics and therefore not being out of line. He announced his intention of taking an inventory of the collection soon after moving in to the new library. The procedure of calling on patrons who have 4 to 5 books overdue is being followed up within a period of 3-4- weeks after overdue.

The Audio Reader Service was announced as being used by about 500 in the listening area. This service pertains to radio service from a pre-set sub ban from Kansas University and is made available to blind persons and persons confined to homes.

Discussion continued on preparing a policy for the use of the meeting rooms of the new library. It was suggested that ideas be gathered from other libraries, banks, etc. as to their policies and an outline be prepared for distribution with next month's mailing of the minutes.

Old business included further discussion concerning the K.P. & L. Company. A copy of the letter from the City Manager to Mr. Flannery was read. It was decided that we ask Mr. Flannery to report on the conversation prior to his receiving the letter. Also, there was a request for a report of the amount of money that has been used to date for the lawyers to be given to the Board.

Chairman Coan asked the board members if they had suggestions for his report to the City Commission as to ways to improve communications between the governing body of the City and the Library Board. The Board felt that communications had been good but if the City had any suggestions, the board would try to comply or cooperate.

Roll Call vote approved the bills for October, 1971 totaling \$10,532.79.

Announcement of a Special Board Meeting, Monday, November 29, 1971 at 3:00 pm. Chairman Coan asked for telephone reminders on Monday morning.

Meeting Adjourned.

Approved _____



Clark Coan, Chairman

SPECIAL MEETING

The Board of Directors held a special meeting on November 29, 1971 at 3:00 in the Board room of the Library. Members present were: Chairman, Clark Coan, Larry Flannery, Skipper Williams and Howard Wiseman.

Architect Jim Williams made the following recommendations to the Board:

Contract Awards to:	Ron Bales	\$ 31,507.00
	Thachers	55,849.46
	M & M Office Supply	4,086.85
	Douglas Co. Wood Products	<u>12,856.30</u>
		\$104,299.61

Change Order with B. A. Green Construction:

Lockers	736.00
Draperies & Track	4,290.00
Additional Landscaping	1,500.00
Paging System	1,150.00
Hood & Range	558.00
Flag Pole	<u>1,332.00</u> *

\$ 9,566.00

Motion made by Larry Flannery, seconded by Howard Wiseman that the bids for the Library Equipment and the Change Orders as presented by the Architects be accepted. Motion carried unanimously.

Jim Williams recommended that Chairman Coan present the above outline to the City Commission as being approved by the Board of Directors of the Library.

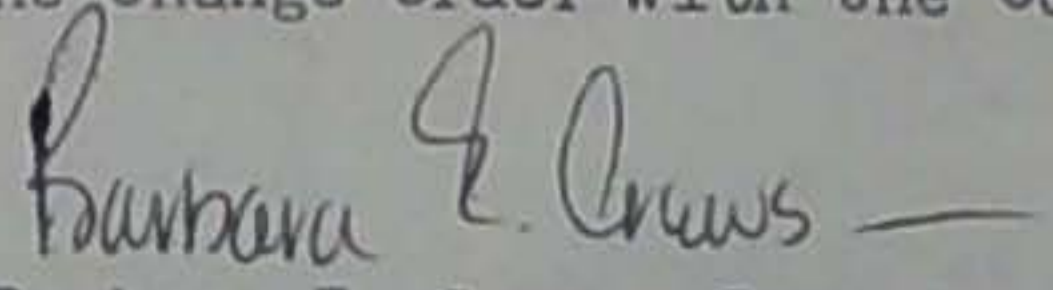
Dr. Coan suggested to the Board that because of the many inquiries made by various interested persons that the Board consider, at a future date, of recommending to the City Commission a presentation to the boards & commissions of the City for ideas as to the use of the Library Building after it is vacated.

Jim Williams announced to the board that the manufacturer with the successful bid for the carpeting has been asked for a sample of the specified carpet before it is accepted.

The architects are to have further conversation concerning the stone walls which were eliminated from the original drawings because the building inspector believed they were not in accordance with the city building code. These were to have been replaced with panels. If they are successful in having the walls in the building as planned some of the shelving cost will be eliminated.

Motion was made by Larry Flannery, seconded by Skipper Williams, unanimously approved by the Board that the Flag Pole be included in the Change Order with the Construction Company.

Meeting Adjourned.


Barbara E. Crews, Secretary

Clark Coan, Chairman

Approved: _____

CHECK RECORD
November - 1971

<u>NUMBER</u>	<u>PAYEE</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2676	James Howard Anthony	Custodian's Salary	\$324.22
2677	Karen Ritchie Ashim	Salary	286.04
2678	Elizabeth M. Barlow	Salary	293.24
2679	Wilma Lee Blosser	Salary	233.70
2680	Doris E. Brandt	Salary	305.89
2681	Bonita Dickinson Dillard	Salary	319.40
2682	Martha Anne Hefner	Salary	277.41
2683	Sue I. Hess	Salary	159.29
2684	Wayne Mayo	Salary	924.45
2685	Alberta Louise Morgan	Salary	290.59
2686	Mary Dalton Murphy	Salary	639.18
2687	Helen Pitts Osma	Salary	690.34
2688	Mary E. Paretsky	Salary	410.61
2689	Virginia Sloan Perrin	Salary	146.40
2690	Nancy E. K. Setter	Salary	243.37
2691	Jacque I. Whitehorn	Salary	139.60
2692	Kathy Brown	Salary	100.87
2693	Jeanne Marie Burgess	Part Time Salary	51.76
2694	Belinda Jane Conrad	Part Time Salary	56.88
2695	Susan Carol Cook	Part Time Salary	54.23
2696	Lee Andrew Edwards	Part Time Salary	45.88
2697	Bruce Lee Flanders	Part Time Salary	61.62
2698	Jerome Frank	Part Time Salary	82.48
2699	Roxanne Gregory	Part Time Salary	113.14
2700	Thelma Helyar	Part Time Salary	142.14
2701	Marlene Kay Vaughn	Part Time Salary	34.89
2702	Lorene Ione Wilson	Part Time Salary	84.94
2703	Blue Cross - Blue Shield	Insurance	317.20
2704	First National Bank Depository	Federal Income Tax Withheld	915.50
2705	Steven Paul Perrin	Library Supplies	116.25
2706	American Library Association	Adult Books	10.90
2707	Atheneum	Adult Books	147.06
2708	The Baker and Taylor Company	Adult Books - Children's Books	1,617.99
2709	Bound to Stay Bound Books, Inc.	Children's Books	510.99
2710	Cambridge University Press	Adult Books	16.87
2711	Houghton Mifflin Company	Adult Books	169.96
2712	National Director Service	Adult Books	5.41
2713	Nation's Business Sound Seminar Division	Library Materials	6.40
2714	National Geographic Society	Adult Books	3.50
2715	Research and Education Association	Adult Books	3.57
2716	McGraw Hill Book Company	Adult Books	50.54
2717	McNaughton Books Service	Adult Books	209.27

2718	Charles Scribner's Sons	Adult Books	236.69
2719	Peter Smith Publisher, Inc.	Adult Books	35.02
2720	Southern Library Bindery Co.	Adult Books	46.75
2721	State Of Kansas	Adult Books	39.00
2722	Time Life Books	Adult Books	8.68
2723	Frederick Ungar Publishing Co.	Adult Books	17.20
2724	University Press of Kansas	Adult Books	12.18
2725	Walker Goulard Plehn Company	Library Supplies	68.00
2726	The World Company	Adult Books	11.85
2727	American Bindery	Binding	367.52
2728	The Town Crier	Periodicals	2.25
2729	Xerox	Photo Copies	98.24
2730	Pitney Bowes	Postage	25.50
2731	Bell Music Company, Inc.	Library Materials	15.87
2732	Crane and Company, Inc.	Library Supplies	76.26
2733	Gaylord Bros. Inc.	Library Supplies	15.10
2734	Josten's American Library Line	Library Supplies	42.50
2735	Moore Business Forms, Inc.	Library Supplies	43.67
2736	The World Company	Library Supplies	5.59
2737	Rhodes Heating and Roofing Co.	Repairs & Equipment	53.73
2738	Rogers Electric	Building Supplies	10.44
2739	Mobil Oil Corporation	Travel & Bookmobile	34.21
2740	Bell Telephone Co.	Utilities	57.30
2741	Kansas Public Service Co., Inc.	Utilities	26.64
2742	Kansas Power and Light Company	Utilities	183.56
2743	City of Lawrence-Water Department	Utilities	16.31
2744	Petty Cash	Miscellaneous	42.27
			<hr/>
			\$12,296.30

FINANCIAL REPORT-LAWRENCE PUBLIC LIBRARY
November 30, 1971

Balance, January 1, 1971
Balance November 1

Yr. to date '71
\$14,038.02

\$32,473.53

RECEIPTS:

Tax Funds.....	-----	127,407.00
Adult Books.....	199.08	1,134.21
Children's Books.....	10.10	282.64
Overdues.....	4,218.10	9,657.36
Photo Copies.....	311.74	3,178.39
Library Supplies.....	1.65	123.57
Library Materials.....	19.58	211.24
M.E.K.L.....	-----	26,500.00
Adult Gifts.....	-----	37.67
Grovenor Fund.....	-----	230.00
Perkins Fund.....	115.00	26.25
Moore Fund.....	-----	95.14
Social Security.....	-----	15.37
Postage.....	-----	26.63
Bookmobile & Travel.....	-----	200.00
Utilities.....	-----	82.50
Outstanding Checks.....	-----	155.90
Blue Cross-Blue Shield.....	10.36	10.36
TOTAL RECEIPTS	<u>\$4,885.61</u>	<u>\$169,374.23</u>

BALANCE BEFORE EXPENDITURES

\$37,359.14

\$183,412.25

EXPENDITURES

Salaries.....	6,188.34	68,145.23
Custodian's Salary.....	324.22	3,566.42
Employees Blue Cross.....	66.24	728.64
Employers Blue Cross.....	250.96	2,782.64
Postage.....	31.34	1,414.38
Adult Books.....	2,736.41	25,333.04
Children's Books.....	523.82	7,083.20
Periodicals.....	2.25	2,415.47
Library Supplies.....	367.37	3,634.03
Binding.....	367.52	881.98
Building Supplies.....	18.28	539.90
Repairs & Equipment.....	53.73	1,552.14
Contingency.....	5.00	397.88
Travel and Bookmobile.....	34.21	1,154.05
Photo Copies.....	98.24	4,869.49
Utilities.....	283.81	3,678.18
Federal Income Tax.....	915.50	9,880.00
State Income Tax.....	-----	803.97
Desk Collections.....	-----	3,515.45
Library Materials.....	29.06	1,562.72
Insurance.....	-----	1,469.00
Moore Fund.....	-----	309.12
Grovenor Fund.....	-----	34.50
Social Security-Employees.....	-----	3,695.09
Social Security-Employers.....	-----	3,695.10
KPERS, Employees.....	-----	2,054.86
KPERS, Employers.....	-----	3,152.93
TOTAL EXPENDITURES	<u>\$12,296.30</u>	<u>\$158,349.41</u>

BALANCE AFTER EXPENDITURES

\$25,062.84

\$25,062.84

BUDGET SURVEY - NOVEMBER 30, 1971

<u>SALARIES</u>	<u>BUDGETED</u>	<u>RECEIVED</u>	<u>SPENT</u>	<u>BALANCE</u>
Full time.....	\$ 82,429.00	-----	\$74,881.36	\$ 7,547.64
Part time.....	11,000.00	-----	11,170.69	(170.60)
	<u>93,429.00</u>		<u>86,052.05</u>	<u>7,376.95</u>
<u>LIBRARY MAINTENANCE</u>				
Books.....	32,500.00	1,416.85	26,604.19	7,312.66
Periodicals.....	2,700.00	-----	2,415.47	284.53
Library Materials.....	1,200.00	211.24	1,547.70	(136.46)
Binding.....	1,100.00	-----	881.98	218.02
Library Supplies.....	4,500.00	123.57	3,634.03	989.54
Custodians Salary.....	4,407.00	-----	4,039.75	367.25
	<u>46,407.00</u>	<u>1,751.66</u>	<u>39,123.12</u>	<u>9,035.54</u>
<u>BUILDING MAINTENANCE</u>				
Building Supplies.....	800.00	-----	539.90	260.10
Repairs and Equipment.....	1,600.00	-----	1,552.14	47.86
Utilities.....	2,500.00	82.50	3,678.18	(1,095.68)
Insurance	1,100.00	-----	1,469.00	(369.00)
	<u>6,000.00</u>	<u>82.50</u>	<u>7,239.22</u>	<u>(1,156.72)</u>
<u>MISCELLANEOUS</u>				
Social Security	4,500.00	15.37	3,695.04	820.33
IPERS.....	4,271.00	-----	3,152.93	1,118.07
Postage.....	1,300.00	26.63	1,414.38	(87.75)
Contingency.....	400.00	-----	397.88	2.12
Travel and Bookmobile.....	1,200.00	200.00	1,154.05	245.95
Blue Cross.....	2,400.00	10.36	2,782.64	(372.28)
Photo Copies.....	-----	3,178.39	2,269.49	908.90
	<u>14,071.00</u>	<u>3,430.75</u>	<u>14,866.41</u>	<u>2,635.34</u>
TOTALS.....	\$159,907.00	\$5,264.91	\$147,280.80	\$17,891.11

ANTICIPATED INCOME 1971

Tax Funds.....	\$127,407.
Desk Collections.....	6,000.
NEKL Funds.....	<u>26,500.</u>
	\$159,907.

The Board of Directors of the Lawrence Public Library held it's regular meeting Tuesday, December 21, 1971 at 4:00 p.m. in the Board Room of the Library.

Members present were: Chairman, Clark Coan, Mrs. Vernon Carlsen, Barbara Crews, Howard Wiseman, James Drury. Observer from the League of Women's Voters: Mrs. Evelyn Hastings.

The November minutes and the minutes of the special meeting held November 29, 1971 as mailed to each board member were approved.

Librarians Report: The final figures on the income and disbursements for 1971 will be within the budget.

Statistics for the month of November were:

Book Circulation.....	1716 more than Nov. 1970 ..	22,307
Periodicals		316
Records		1,105
Reference Questions		690
Films.....		78
Book Stock		79,166
Registrations.....		17,667

There was discussion of film service as is now offered to the patrons and ideas for the future planning for the new library facilities. The possibility of having an opaque projector to be used in the auditorium is to be considered.

Information sheets concerning fixtures and equipment as prepared by the Architects were distributed to the members noting a change from \$7,000 to \$6300 on movable equipment and noting change over items approved by the city commission with the exception of the range and flag pole.

There was an explanation by the architects concerning the stone walls in the entrance areas of the library. These were first excluded by the City building inspectors feeling it was a violation of the code. Chairman Coan appeared with the Architects before the Board of Appeals to retain these walls. It was voted by the Board of Appeals to return this item to the construction plans. If the stone walls are included, a difference of \$2800 will be added to the cost with about \$4500 of the residue of equipment expenses turned back to the City to apply on the parking lot paving.

The architects also explained an item concerning a second stairwell to the storage area. This is designed so that the concrete floor could be easily removed at which time an extension of the adult area is needed and then the stairwell could be constructed.

A sample of the carpeting as received by the architect is not the same as the order made in regard to color. The architects will not accept the sample carpet unless a letter of certification on content of the carpet will meet or exceed the specifications of the bid. Accompanies the sample. The complete order for the carpeting must be made by February to ensure time for ordering and receiving carpet for installation on time.

Discussion of salary raises to library employees. Pages or hourly workers who receive less than the minimum wages do not fall under the 5 1/2% increase as allowed by Regulatory Board. Other raises will fall within the regulations. The Reference Librarian Assistant position upgraded to Reference Librarian in professional capacity will have a salary increase from \$6,000 to \$7,500.

Under the item of movable equipment a microfilm reader has been removed and replaced with a 16 mm projector. A motion was made by Howard Wiseman stating that the Board of Directors approve the suggested movable equipment list and recommend that the City purchase these items subject to review by the proper authorities. Motion seconded by Barbara Crews and unanimously passed.

Details of an Interlibrary Loan network as outlined by the State Librarian was presented by Mr. Mayo. The seven systems, including Kansas City, Lawrence, Topeka, Salina and Wichita Public Libraries and Kansas University and Kansas State University each would receive an amount of \$11,862 representing \$3262 for operating costs and \$8600 for resource materials for books. This money is from NEKL Grants. This would require starting with an intra system routing within InterLibrary Loan Net work requests and then the the State Network.

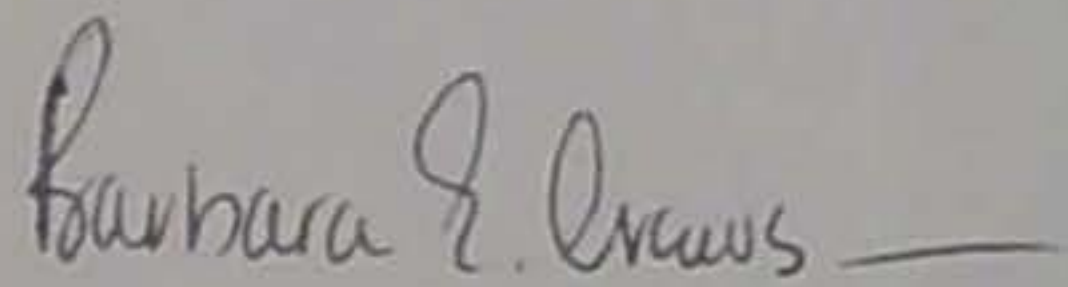
A motion was made by Howard Wiseman that the Board of Directors declare their willingness to participate in the Interlibrary Loan System. This was seconded by James Drury and the motion passed unanimously.

The bills for November totaling \$12,296.30 were approved by roll call vote.

January 18, 1972 was the date announced for the next regular Board of Directors Meeting.

Meeting Adjourned.

Approved _____



Barbara E. Crews, Secretary



Clark Coan, Chairman

CHECK RECORD
December, 1971

<u>NUMBER</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2745	James H. Anthony	Custodian's Salary	\$324.22
2746	Karen Ritchie Ashim	Salary	286.04
2747	Elizabeth M. Barlow	Salary	293.24
2748	Wilma Lee Blosser	Salary	233.70
2749	Doris E. Brandt	Salary	305.89
2750	Bonita Dickenson Dillard	Salary	319.40
2751	Martha Anne Hefner	Salary	277.41
2752	Sue I. Hess	Salary	159.29
2753	Wayne Mayo	Salary	924.45
2754	Alberta Louise Morgan	Salary	290.59
2755	Mary Dalton Murphy	Salary	639.18
2756	Helen Pitts Osma	Salary	690.34
2757	Mary E. Paretsky	Salary	410.61
2758	Nancy E. K. Setter	Salary	243.37
2759	Jacque I. Whitehorn	Salary	258.00
2760	Kathy Brown	Part Time Salary	111.49
2761	Jeanne Marie Burgess	Part Time Salary	54.23
2762	Belinda Jane Conrad	Part Time Salary	59.25
2763	Susan Cook	Part Time Salary	54.51
2764	Lee Andrew Edwards	Part Time Salary	43.28
2765	Bruce Lee Flanders	Part Time Salary	61.62
2766	Jerome Frank	Part Time Salary	48.35
2767	Roxanne Gregory	Part Time Salary	109.48
2768	Thelma Helyar	Part Time Salary	134.81
2769	Juleigh Muirhead	Part Time Salary	56.42
2770	Marlene Kay Vaughn	Part Time Salary	30.53
2771	Lorene Ione Wilson	Part Time Salary	36.40
2772	Kansas Blue Cross-Blue Shield	Blue Cross-Blue Shield	326.32
2773	Postmaster, Lawrence, Kansas	Postage	70.00
2774	First National Depository	Federal Income Tax Withheld	904.50
2775	Virginia Sloan Perrin	Kpers Withheld	6.17
2776	Kansas Public Retirement System	Kpers Withheld	1,856.43
2777	Director of Revenue	Kansas Income Tax Withheld	274.48
2778	State Contribution Fund	Social Security Withheld	1,623.74 ²³
2779	The Baker and Taylor Company	Adult Books - Children's Books	812.26
2780	Bellwether Publishing Company, Inc.	Adult Books	23.03
2781	Bound to Stay Bound Books, Inc.	Children's Books	491.29
2782	The World Book Encyclopedia	Adult Books	7.50
2783	McNaughton Book Service	Adult Books	236.50
2784	National Fire Protection Association	Adult Books	3.71
2785	Oscar B. Stiskin	Adult Books	35.00

2786 Peter Smith Publisher, Inc.
 2787 Sincere Press
 2788 Time Life Books
 2789 Hazel Marie Weatherman
 2790 The Town Crier, Inc.
 2791 Block and Company, Inc.
 2792 R. R. Bowker Company
 2793 Crane and Company
 2794 Nation's Business Sound Seminar Division
 2795 Pur O Zone Chemical Co. Inc.
 2796 Rogers Electric
 2797 Mobil Oil Corporation
 2798 Bell Telephone Co.
 2799 Kansas Public Service Co.
 2800 Kansas Power and Light Company
 2801 City of Lawrence, Water Dept.
 2802 Gardenland, Inc.
 2803 Petty Cash

2804 Xerox

Adult Books	15.92
Adult Books	8.95
Adult Books	5.63
Adult Books	18.00
Periodicals - Lib. Materials	5.72
Library Supplies	13.19
Library Supplies	55.90
Library Supplies	10.86
Library Materials	6.40
Building Supplies	10.56
Repairs & Equipment	10.92
Travel & Bookmobile	45.57
Utilities	58.66
Utilities	95.18
Utilities	175.80
Utilities	32.38
Contingency	11.00
Library Supplies, Contingency	
Library Materials, Travel &	
Bookmobile, Adult & Children's	
Books	40.66
Xerox	<u>409.30</u>

\$14,157.63⁶⁶

FINANCIAL REPORT - LAWRENCE PUBLIC LIBRARY

December, 1971

	<u>December, 1971</u>	<u>Yr. to Date</u>
Balance, January 1, 1971		
Balance, December 1, 1971	\$25,062.84	\$ 14,038.02
<u>RECEIPTS:</u>		
Tax Funds.....	-----	127,407.00
Adult Books.....	315.30	1,449.51
Children's Books.....	16.05	298.69
Overdues.....	551.29	10,208.65
Photo Copies.....	252.85	3,431.24
Library Supplies.....	3.64	127.21
Library Materials.....	30.90	242.14
N.E.K.L.....	-----	26,500.00
Adult Gifts.....	15.00	52.67
Grovenor Fund.....	-----	230.00
Perkins Fund.....	-----	26.25
Moore Fund.....	-----	95.14
Welch Fund.....	-----	55.00
Social Security.....	-----	15.37
Postage.....	-----	26.63
Bookmobile and Travel.....	-----	200.00
Utilities.....	-----	82.50
Outstanding Checks Written Off.....	-----	155.90
Blue Cross - Blue Shield.....	-----	10.36
Periodicals.....	-----	5.14
<u>TOTAL RECEIPTS</u>	<u>\$1,245.17</u>	<u>\$170,619.40</u>
<u>BALANCE AFTER RECEIPTS AND BEFORE EXPENDITURES.....</u>	<u>\$26,308.01</u>	<u>\$184,657.42</u>

FINANCIAL REPORT - LAWRENCE PUBLIC LIBRARY

December, 1971

EXPENDITURES

	<u>DECEMBER, 1971</u>	<u>YR. TO DATE</u>
Salaries.....	\$6,131.88	\$74,277.11
Custodian's Salary.....	324.22	3,890.64
Employee's Blue Cross.....	66.24	794.88
Employer's Blue Cross.....	260.08	3,042.72
Postage.....	70.00	1,484.38
Adult Books.....	1,168.66	26,501.59
Children's Books.....	507.62	7,590.82
Periodicals.....	1.35	2,416.82
Library Supplies.....	87.89	3,721.92
Binding.....	-----	881.98
Building Supplies.....	10.56	550.46
Repairs and Equipment.....	10.92	1,563.06
Contingency.....	14.09	411.97
Travel and Bookmobile.....	50.57	1,204.62
Photo Copies.....	409.30	5,278.79
Utilities.....	362.02	4,040.20
Federal Income Tax.....	904.50	10,784.50
State Income Tax.....	274.48	1,078.45
Desk Collections.....	-----	3,515.45
Library Materials.....	17.02	1,579.74
Insurance.....	-----	1,469.00
Moore Fund.....	-----	309.12
Grovenor Fund.....	-----	34.50
Social Security-Employees.....	811.87	4,506.96
Social Security-Employers.....	811.90	4,507.00
Kpers-Employee's	749.04	2,803.90
Kpers-Employers.....	<u>1,113.56</u>	<u>4,266.49</u>
<u>TOTAL EXPENDITURES</u>	\$14,157.66	\$172,507.07
BALANCE AFTER RECEIPTS AND EXPENDITURES.....	\$12,150.35	\$12,150.35
Less Encumbered funds for outstand- ing book orders at the end of the year...	<u>5,781.86</u>	<u>5,781.86</u>
BALANCE IN ALL FUNDS.....	<u>\$6,368.49</u>	<u>\$6,368.49</u>



Library Board
Lawrence Public Library
Lawrence, Kansas

in

Grateful Appreciation

... The grass withereth, and
the flower thereof falleth away
But the Word of the Lord
standeth for ever.
ISAIAH 40

Your kindness and sympathy
are more deeply appreciated than
any words of thanks can ever express
Wayne Mays Family
Herb Knick & Family