

TOPEKA &
SHAWNEE
COUNTY
PUBLIC
LIBRARY

Board of Trustees Meeting

May 21, 2026





TOPEKA &
SHAWNEE
COUNTY
PUBLIC
LIBRARY

Strategic Plan 2024 - 2029

Mission Sparking curiosity and connecting our community through literacy and learning.

CONNECTION

The library will support the diverse needs and interests of the community with services and resources that foster a sense of belonging and collaboration.

SPACE

The library will provide welcoming and inviting physical and digital spaces in which people have easy access to learning, connections and joy.

LEARNING

The library is committed to offering equitable learning and development opportunities to meet the goals and needs of diverse learners.

JOY

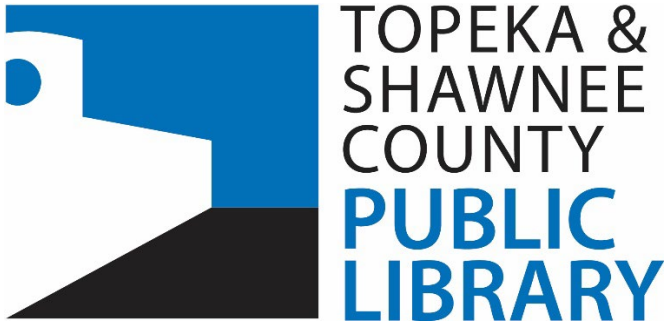
The library is committed to providing a variety of programs and services that enrich our community and spark wonder in residents across the county.

PEOPLE

The library will create a work environment where our staff and volunteers are valued, respected and empowered to contribute their best.



Values Excellence
Curiosity
Literacy
Freedom
Teamwork
Accountability



May 21, 2026 – 4:00 pm
Menninger Room and Zoom Meeting

<https://tscpl.zoom.us/j/87254676686>

Meeting ID: 872 5467 6686

Passcode: 373182

Call to Order

Public Comment

Trustee Advocacy Stories

**Approval of April 16, 2026, Meeting Minutes of the Board of Trustees –
[Action Item](#) pg. 5**

Chief Financial Officer’s Report – Kim Strube [pg. 9](#)

Financial Reports

- Treasurer’s Report – Fred Patton
- Financial Report – [Action Item](#)

The Library Foundation – Haley DaVee, Board Chair

**Friends of Topeka and Shawnee County Public Library – John Conlee, Board
President**

Board Chair Report – Peg Dunlap

- Meeting Minutes Board of Trustees Executive Committee –[pg. 27](#)

Chief Executive Officer Report – Marie Pyko [pg. 29](#)

- **Summer Reading 2026** – Public Services Manager Debbie Stanton and Program
Services Coordinator Autumn Friedli

Chief of Staff Report – Thad Hartman [pg. 34](#)

New Business

- **User Confidentiality Policy** – [Action Item](#) [pg. 46](#)
- **Named Recognition Recommendation** – First Reading [pg. 50](#)

Adjournment

Public Comment

Those wishing to sign up for public comment will need to contact Executive Assistant Aubrey Conner at least 30 minutes before the meeting at 785-580-4484 and/or aconner@tscpl.org to request their name be placed on the public comment listing.

Next Meeting

June 18, 2026

4:00 pm

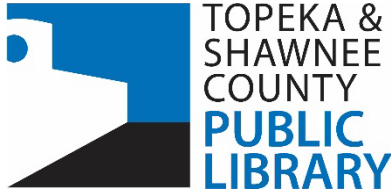
Menninger Room and Zoom meeting

<https://tscpl.zoom.us/j/87254676686>

Meeting ID: 872 5467 6686

Passcode: 373182

*Subject to change without notice



Board Members Present

Mark Zillinger – Vice Chair, Hannah Uhlig – Secretary, Fred Patton – Treasurer, Jim Edwards, Shawn Leisinger, Lori Finney, Valerie Peckham, Liz Post, Beth Dobler

Board Members Absent

Peg Dunlap – Chair

Call to Order

The meeting of the Board of Trustees of the Topeka and Shawnee County Public Library held on Thursday, April 16, 2026, in the Menninger Room 206 of the Topeka and Shawnee County Public Library, 1515 SW 10th Ave, was called to order at 4:00 pm by Vice Chair Mark Zillinger.

Public Comment

There was no one signed in for public comment. The public comment session was closed.

Trustee Advocacy Stories

No Trustee Advocacy Stories were shared.

Approval of Minutes

On a motion by Jim Edwards, seconded by Liz Post, the March 19, 2026, Meeting Minutes of the Board of Trustees were approved.

Motion passed unanimously.

Audit Report

Emily Sheldon, Partner with Swindoll, Janzen, Hawk & Lloyd, LLC, P.A., reviewed the 2025 Audit Report. Sheldon reported that the library received an unmodified audit opinion (the best report an organization can receive) without any findings or deficiencies. The audit was free from material misstatement and fairly presented with generally accepted auditing standards. Sheldon noted no issues or problems. Sheldon reported that management was cooperative and transparent in answering questions. Sheldon thanked Chief Financial Officer Kim Strube and her staff for their hard work during the audit. There were no questions for Sheldon.

On a motion by Fred Patton, seconded by Valerie Peckham, the 2025 Audit Report was accepted as presented.

Motion passed unanimously

Chief Financial Officer Report

Chief Financial Officer Kim Strube noted no additions to her report. There were no questions for Strube.

Financial Reports

Board Treasurer Fred Patton reported that he reviewed the financial reports and reviewed and approved the bank reconciliations for March 2026.

On a motion by Fred Patton and seconded by Liz Post, the Treasurer's Financial Report for March 2026 was accepted.

Motion passed unanimously.

The Library Foundation

Library Foundation Board Chair Haley DaVee shared that their board met yesterday and approved their 2025 audit. They received an unmodified opinion which is the best opinion an organization can receive.

The Library Foundation has awarded their Dick and Donna Crawford Scholarship to Accountant Krystal Anderson who is completing her Finance degree from Fort Hays State University.

DaVee shared that they are working on planning a donor event on October 11, 2026. This will be an opportunity for potential donors to get a behind the scenes tour of the book return and the bookmobile.

The Library Foundation Board will be meeting to discuss a naming opportunity for Team Room 8. This will be presented to the Library Board of Trustees in May.

DaVee encouraged those in attendance to mark their calendars for June 7, 2026 from 2-4:00 pm for an event where Bonar Menninger will speak about the 1966 Topeka tornado and his book "And Hell Followed with It: Life and Death in a Kansas Tornado."

Friends of Topeka and Shawnee County Public Library

Friends of the Library Board President John Conlee shared they provided a scholarship to Krystal Anderson to continue her studies in Finance. They also provided a scholarship to Public Service Specialist Liz Frazier to continue her studies to becoming a certified genealogist.

The Friends annual meeting will be held the afternoon of November 1, 2026. They will have an author speak.

Conlee encouraged those in attendance to stop by the Booktique to see the newly redecorated and reorganized space. They now have a section for local authors, young adult books, and board books for children. The Friends will host their quarterly booksale this weekend beginning on Friday.

Conlee shared a reminder that Author Brad Taylor will be coming to the library on April 22, 2026 at 7pm. There are still seats available. Those interested should register on the library's [website](#).

Board Vice Chair Reports

Vice Chair Mark Zillinger reported the Executive Committee met via Zoom on April 6, 2026.

Chief Executive Officer Report

Chief Executive Officer Marie Pyko introduced Communications & Marketing Director Allyson Chard. She is a lifelong Topekan, graduated from Washburn University, has been in a position similar to this for 12 years and was in banking prior.

Pyko shared that the library and the Friends have just hit the five-year mark on their memorandum of understanding and it is up for approval at this meeting.

Pyko shared that she and several other managers and trustees took a trip to see other libraries. They toured the Savage Public Library to see their extended access plan they have in place. They also toured the main building and a branch of the Hennepin County Library to look at their kids library and their outside area for children. They toured the Minneapolis Central Library to look at their teen-centered maker space. She said that the team would still like to tour some libraries local to our area and will send out some save the dates.

Chief of Staff Report

Chief of Staff Thad Hartman gave kudos to Chief Human Resources Officer Jesse Maddox and Facilities Director Joe Hobbs for filling all roles within the maintenance department. The library is also now fully staffed in the bookmobile department as well.

For new business there are three bids related to facilities. The first is replacing the 2009 Crown Victoria with a new Subaru Outback. There is also a resolution for the staff spaces construction and another for the furniture for that same area.

New Business

Election of Officers

On a motion by Jim Edwards, seconded by Shawn Leisinger, the slate of officers was approved as presented.

Peg Dunlap – Chair

Mark Zillinger – Vice Chair

Hannah Uhlrig – Secretary

Fred Patton – Treasurer

Motion passed unanimously

Bid for 2026 Subaru Outback

On a motion by Hannah Uhlrig, seconded by Liz Post, the base bid plus additional key for \$34,142.06 by Subaru of Olathe of Olathe, Kansas for a 2026 Subaru Outback was approved as presented.

Discussion followed

The motion passed with one opposed

Bid for Staff Spaces Renovation

On a motion by Fred Patton, seconded by Shawn Leisinger, the bid from Kelley Construction Topeka, Kansas in the amount of \$434,150 for the renovation of Digital Services, Youth Services, and Community Services staff spaces, including the first alternate as presented.

Motion passed unanimously

Bid for Staff Spaces Furniture

On a motion by Jim Edwards, seconded by Lori Finney, the bid from Office Plus of Kansas of Topeka, Kansas in the amount of \$54,491.39 for the purchase and installation of furniture for the staff spaces remodel as presented.

Motion passed unanimously

Friends of the Library Memorandum of Understanding

On a motion by Liz Post, seconded by Fred Patton, the Friends of the Library Memorandum of Understanding was approved as presented.

Motion passed unanimously

Policy Discussion

The board discussed updates to the policies. These will go before the board at the May meeting for a vote.

Discussion followed.

User Confidentially Policy – First Reading

The board read the proposed updates to the policy. This will go before the board at the May meeting for a vote.

Adjournment

The meeting was adjourned at 4:58 pm.

Next Meeting

May 21, 2026

4:00 pm

Topeka & Shawnee County Public Library

Menninger Room 206/Zoom Meeting

<https://tscpl.zoom.us/j/82451801227?pwd=PugNVZ1MRiVbouSJMlzwGFyBDxfEJP.1>

Meeting ID: 824 5180 1227

Passcode: 487035

*Subject to change without notice

**Chief Financial Officer's Report
May 2026
Kim Strube**

Revenue/Expense/Balance by Fund Report – Page 2

The Dock Grant Fund is temporarily negative due to current expenditures (or encumbrances for purchases) not yet billed to the Library Foundation for reimbursement. Typically, The Library Foundation is billed quarterly for reimbursement of expenditures.

General Fund – Pages 3 through 5

With 32.9% of the budget year completed, 55% of the budgeted revenue has been received and 33% of the approved budget has been expended/encumbered. This compares to 2025 in which 54% of the budgeted revenue had been received and 32% of the approved budget had been expended/encumbered.

Employee Benefit Fund – Page 6

With 32.9% of the budget year completed, 55% of the budgeted revenue has been received and 33% of the approved budget has been expended/encumbered. This compares to 2025 in which 53% of the budgeted revenue had been received and 27% of the approved budget had been expended/encumbered.

Capital Improvement Fund – Page 6

The current available balance for strategic initiatives, facilities expenditures and/or an emergency fund for qualifying expenditures is \$6,905,191.

Purchase Order Notification

In accordance with the Board of Trustees purchasing policy, approved January 19, 2017, notification to the Board is required of all purchases more than \$5,000 and up to \$20,000, including sole source purchases and purchases exempted from the purchasing policy (exempted purchases may exceed \$20,000). Proposed purchases (other than those specifically exempted by the purchasing policy) more than \$20,000 will be brought to the Board for notification and consideration of approval via a resolution.

Type of Purchase	Description	Amount	Vendor
Paid from non-taxpayer funds	Staff Development Day gifts	\$6,700.00	Kaeser & Blair Incorporated
Approved operating budget	Annual maintenance agreement for controlled access system	\$21,047.00	Cam-Dex Security Corp.
Approved operating budget	Copy controller for public copy machine	\$6,670.00	Comprise Technologies, Inc.
RFP was posted and approved by the Board on 4/16/2026	2026 Subaru Outback	\$34,142.06	Subaru of Olathe
Approved operating budget	Anytime annual service agreement for laptops	\$9,588.00	Java Connections
Approved operating budget	Security awareness training annual renewal	\$9,145.44	Knowbe4 Inc.
Library Materials	DVD's	\$6,500.00	Midwest Tape LLC
Library Materials	Juvenile fiction and non-fiction	\$9,000.00	Ingram Library Services
Library Materials	Adult e-books/audiobooks	\$6,030.00	Overdrive, Inc.
Library Materials	Juvenile fiction	\$9,000.00	Ingram Library Services
Library Materials	Annual subscription for LinkedIn Learning Library	\$20,000.00	LinkedIn Corporation
Library Materials	Adult e-books/audiobooks	\$6,080.00	Overdrive, Inc.
Library Materials	Adult e-books/audiobooks	\$6,220.00	Overdrive, Inc.
Library Materials	Adult fiction	\$8,000.00	Ingram Library Services
Library Materials	Hoopla online	\$36,280.84	Midwest Tape LLC
Library Materials	Museum passes April to December 2026	\$10,479.45	Kansas State Historical Society
Library Materials	Adult e-books/audiobooks	\$5,920.00	Overdrive, Inc.
Library Materials	Adult non-fiction	\$5,500.00	Ingram Library Services
Library Materials	Adult non-fiction	\$9,000.00	Ingram Library Services
Library Materials	Adult e-books/audiobooks	\$6,070.00	Overdrive, Inc.

Other Items:

- Copies of the 2025 audit have been filed with: (1) State of Kansas (as required by state statute); (2) Dun and Bradstreet for bond ratings; and (3) CoreFirst Bank. Also, the audit is posted on the TSCPL public website and hard copies are stored in the vault and available in the Topeka Room.

- Please remember to schedule the forthcoming Board budget work sessions:
 - Tuesday, June 9th, 9 to 11 in the Menninger Room 206
 - Wednesday, July 8th, 1 to 3 pm in the Menninger Room 206

**Topeka and Shawnee County Public Library
Financial Summary**

4/30/2026

	<u>Balance 1/1/2026</u>	<u>Revenue Y-T-D</u>	<u>Expenditures Y-T-D</u>	<u>Balance 4/30/2026</u>
<u>GOVERNMENTAL FUNDS</u>				
General Operating	\$ 6,453,534.81	\$ 8,898,602.80	\$ 5,247,903.87	\$ 10,104,233.74
Employee Benefits	2,335,897.85	2,174,210.18	1,466,177.96	\$ 3,043,930.07
Capital Improvement	6,824,614.37	80,576.75	-	\$ 6,905,191.12
Bond & Interest	612.58	532.78	-	\$ 1,145.36
<u>NON MAJOR GOVERNMENTAL FUNDS</u>				
State Aid	-	59,409.81	-	\$ 59,409.81
Federal, State & Local Grants	3,833.59	-	10,622.30	\$ (6,788.71)
Other Special Revenue	878,267.55	4,715.41	112,036.57	\$ 770,946.39
Permanent Funds	298,866.14	28,790.27	-	\$ 327,656.41
Totals	<u>\$ 16,795,626.89</u>	<u>\$ 11,246,838.00</u>	<u>\$ 6,836,740.70</u>	<u>\$ 21,205,724.19</u>

Bank Account Summary

General Fund-CoreFirst Bank-Checking	\$ 990,923.32
Restricted Funds-CoreFirst Bank-Checking	774,464.69
Capital Improvement Fund-Community National Bank-Money Market Account	6,905,191.12
Cash on Hand	2,151.97
Petty Cash	220.00
Endowment Securities	327,656.41
Municipal Investment Pool - Overnight	5,305,116.54
Municipal Investment Pool - 30-day Fixed	-
Municipal Investment Pool - 90-day Fixed	7,000,000.00
Municipal Investment Pool - 180-day Fixed	-
Equity Bank - Certificate of Deposit	-
	<u>\$ 21,305,724.05</u>
Less Pending Claims (invoices posted, but not paid until next month)	-
Less Deferred Revenue (SAM account payments)	2,558.01
Less Payroll Deduction and Employer Benefit Liabilities	1,145.58
Less Outstanding Checks	96,296.27
	<u>\$ 21,205,724.19</u>

**Topeka and Shawnee County Public Library
Revenue/Expenditures/Balance by Fund Report**

4/30/2026

	1/1/2026 Cash Balance	Revenues	Prev. Year PO Expenditures	Current Year Expenditures	4/30/2026 Cash Balance	All Yrs Outstanding Encumbrances	Unencumbered Cash Balance
<u>Major Governmental Funds</u>							
General Fund	\$ 6,453,534.81	\$ 8,898,602.80	\$ 405,869.34	\$ 4,842,034.53	\$ 10,104,233.74	\$ 1,469,931.38	\$ 8,634,302.36
Employee Benefit Fund	2,335,897.85	2,174,210.18	120.00	1,466,057.96	3,043,930.07	37,967.74	3,005,962.33
Capital Improvement Fund	6,824,614.37	80,576.75	-	-	6,905,191.12	-	6,905,191.12
Bond & Interest Fund	612.58	532.78	-	-	1,145.36	-	1,145.36
<u>Non Major Governmental Funds</u>							
<i>State Aid Fund</i>	-	59,409.81	-	-	59,409.81	-	59,409.81
<i>Federal & State Grants</i>							
Gallery Grants	19.03	-	-	-	19.03	-	19.03
Kansas Humanities Council Grant	25.00	-	-	-	25.00	-	25.00
Dock Grant	3,789.56	-	-	10,622.30	(6,832.74)	776.24	(7,608.98)
Library Services & Technology Ac	-	-	-	-	-	-	-
<i>Other Special Revenue Funds</i>							
Adult Programs	1.49	-	-	-	1.49	-	1.49
Art Collection	10,797.76	11.05	-	-	10,808.81	-	10,808.81
Children's Art Show	-	-	-	-	-	-	-
French Gift - Library Materials	31.77	0.04	-	-	31.81	-	31.81
Friends	270,335.88	244.53	85.00	66,311.58	204,183.83	8,066.10	196,117.73
Fun Committee	9,215.93	315.37	78.91	3,681.32	5,771.07	333.64	5,437.43
Gallery Competitions/Exhibits	37,705.43	38.57	-	-	37,744.00	-	37,744.00
Gifts/Memorials (Undesignated)	514,601.11	513.28	18,660.00	20,981.43	475,472.96	51,098.64	424,374.32
Hathaway Trust - Library Materials	3,381.06	1,215.44	163.07	547.80	3,885.63	1,321.46	2,564.17
Library Materials	14,050.24	2,360.31	33.36	82.50	16,294.69	89.14	16,205.55
NEH Expendable	851.99	0.87	-	-	852.86	-	852.86
Programming Fund	457.20	-	-	-	457.20	-	457.20
Red Carpet	-	-	-	-	-	-	-
Rotary Grant	-	-	-	-	-	-	-
Special Collections	5,800.15	5.93	-	-	5,806.08	-	5,806.08
Torluemke Landscaping	36.82	0.04	-	-	36.86	-	36.86
Workshops	2,214.18	2.25	-	-	2,216.43	-	2,216.43
Youth Services	8,786.54	7.73	967.91	443.69	7,382.67	162.68	7,219.99
<i>Permanent Funds</i>							
Mertz Trust	298,866.14	28,790.27	-	-	327,656.41	-	327,656.41
TOTALS	\$ 16,795,626.89	\$ 11,246,838.00	\$ 425,977.59	\$ 6,410,763.11	\$ 21,205,724.19	\$ 1,569,747.02	\$ 19,635,977.17

**Topeka and Shawnee County Public Library
General Fund - Revenue**

4/30/2026

	<u>Approved Budget</u>	<u>Received Year-To-Date</u>	<u>Over/(Under) Budget</u>	<u>% 4/30/2026</u>
				32.9%
Ad Valorem Property Tax	\$ 14,401,097.00	\$ 8,375,471.34	\$ (6,025,625.66)	58%
Revitalization Rebates	(106,840.00)	(78,497.75)	\$ 28,342.25	73%
Back Tax	-	192,445.45	\$ 192,445.45	N/A
Motor Vehicle Tax	1,291,774.00	181,553.95	\$ (1,110,220.05)	14%
Recreational Vehicle Tax	13,852.00	1,317.86	\$ (12,534.14)	10%
16/20 M Vehicle Tax	5,231.00	5,159.41	\$ (71.59)	99%
In Lieu of Tax	57,806.00	50,570.50	\$ (7,235.50)	87%
Watercraft Special Tax**	9,638.00	-	\$ (9,638.00)	0%
Commercial Vehicle Fees	48,309.00	38,943.17	\$ (9,365.83)	81%
E-Rate Reimbursement	15,245.00	-	\$ (15,245.00)	0%
Miscellaneous Revenue	3,000.00	16,788.61	\$ 13,788.61	560%
Miscellaneous Revenue - Recyclg	-	526.67	\$ 526.67	N/A
Salary Refunds-Foundation	98,705.00	21,846.75	\$ (76,858.25)	22%
Salary Refunds-Friends	58,189.00	13,345.85	\$ (44,843.15)	23%
Salary Refunds-Shawnee Cty	23,856.00	7,116.80	\$ (16,739.20)	30%
Vending Machines	1,500.00	529.19	\$ (970.81)	35%
Overdue Fees	25,000.00	10,746.25	\$ (14,253.75)	43%
ILL Fees	100.00	-	\$ (100.00)	0%
Mailing Fees	100.00	-	\$ (100.00)	0%
Non Resident Card Fee	1,000.00	935.00	\$ (65.00)	94%
Obituary Fees	300.00	40.00	\$ (260.00)	13%
Meeting Room Charges	2,500.00	1,525.00	\$ (975.00)	61%
Foundation Distribution	-	-	\$ -	N/A
Interest Received-Investments	150,000.00	58,238.75	\$ (91,761.25)	39%
Transfer In	18,241.00	-	\$ (18,241.00)	0%
Library Treasurer's Balance	4,256,292.00	-	\$ -	N/A
TOTALS	<u>\$ 20,374,895.00</u>	<u>\$ 8,898,602.80</u>	<u>\$ (7,220,000.20)</u>	55%

** Watercraft Special Taxes are budgeted separately because they are not based on the Library's specific mill levy; however when distributed, they are part of Ad Valorem property tax. Thus, this line item will always be 100% under-budget.

**Topeka and Shawnee County Public Library
General Fund - Expenditures and Encumbrances**

4/30/2026

	<u>Approved Budget</u>	<u>Expended Year-To-Date</u>	<u>Encumbrances #</u>	<u>(Over)/Under Budget</u>	<u>% Expended</u>
					32.9%
STAFF:					
Salaries-Auto Allowance	\$ 4,800.00	\$ 1,476.88	\$ -	\$ 3,323.12	31%
Salaries-Facilities	826,307.00	238,329.39	-	587,977.61	29%
Salaries-Overtime	10,000.00	4,569.48	-	5,430.52	46%
Salaries-Security	328,835.00	98,935.41	-	229,899.59	30%
Salaries-Shelvers	117,558.00	13,452.74	-	104,105.26	11%
Salaries-Staff	8,975,974.00	2,603,437.57	-	6,372,536.43	29%
Conferences	195,900.00	38,726.81	43,987.51	113,185.68	42%
Staff Internal Dev/Trng - Web Based	15,000.00	1,072.00	-	13,928.00	7%
Staff Development & Training	36,500.00	10,862.24	1,309.82	24,327.94	33%
Mileage	8,969.00	2,276.44	10,053.75	(3,361.19)	137%
COLLECTION:					
Materials-Binding/Replacements	1,500.00	249.52	40.00	1,210.48	19%
Materials-Periodicals	22,000.00	450.40	308.45	21,241.15	3%
Materials-Print/Non-Print <1 YR	917,500.00	286,230.42	9,091.00	622,178.58	32%
Materials-Print/Non-Print	1,333,000.00	349,323.47	155,994.32	827,682.21	38%
OPERATIONS:					
Art Purchases	10,000.00	-	-	10,000.00	0%
Cataloging and ILL Services	96,500.00	97,507.48	-	(1,007.48)	101%
Contracted-Digital Services	909,135.00	198,522.15	94,132.07	616,480.78	32%
Contracted-Facilities	316,000.00	104,063.35	119,250.21	92,686.44	71%
Contracted-Equipment	85,500.00	9,665.45	34,169.16	41,665.39	51%
Contracted-Professional	250,500.00	104,654.34	92,895.04	52,950.62	79%
Contracted-E-Rate Services	1,372.00	-	-	1,372.00	0%
Digital Services Support	936,787.00	282,304.43	20,633.29	633,849.28	32%
Furniture/Equipment	69,000.00	32,505.50	7,631.06	28,863.44	58%
Insurance	93,000.00	44,715.44	34,800.00	13,484.56	86%
Marketing & Communication	124,010.00	17,465.36	25,946.68	80,597.96	35%
Memberships/Dues	31,673.00	16,514.01	2,700.00	12,458.99	61%
Miscellaneous	5,000.00	859.75	117.60	4,022.65	20%
Payments to Other Libraries	165,941.00	-	-	165,941.00	0%
Postage/Shipping	62,990.00	27,419.11	1,245.45	34,325.44	46%
Printing	86,750.00	384.63	2,290.50	84,074.87	3%
Programming	119,100.00	15,033.33	26,750.33	77,316.34	35%
Special Events	-	-	-	-	0%
Special Projects	1,550,000.00	40,650.01	183,264.00	1,326,085.99	14%
Supplies-Facilities	107,267.00	19,587.83	61,502.22	26,176.95	76%
Supplies-Office/Library	90,815.00	4,309.08	11,004.23	75,501.69	17%
Supplies-Processing	41,000.00	4,127.26	2,996.54	33,876.20	17%
Telecommunications	204,100.00	56,106.83	114,852.82	33,140.35	84%
Transfer Out	-	-	-	-	N/A
Utilities-Electric	337,670.00	63,963.25	246,036.75	27,670.00	92%
Utilities-Gas	58,231.00	37,325.68	47,869.83	(26,964.51)	146%
Utilities-Water/Sewage	56,025.00	7,624.99	36,375.01	12,025.00	79%
Vehicle-Gas	37,686.00	5,543.97	-	32,142.03	15%
Vehicle-Repair	85,000.00	1,788.38	30,371.62	52,840.00	38%
Contingency/Fund Balance	1,650,000.00	-	-	-	0%
Cash Long/Short	-	0.15	-	(0.15)	N/A
TOTALS	\$ 20,374,895.00	\$ 4,842,034.53	\$ 1,417,619.26	\$ 12,465,241.21	33%

**Topeka and Shawnee County Public Library
General Fund**

4/30/2026

	<u>2026 Budget</u>	<u>Year to Date</u>	<u>%</u>
Balance 01/01/2026	\$ 4,256,292.00	\$ 5,872,972.82	
<u>Revenue:</u>			
Ad Valorem Property Tax	14,401,097.00	8,375,471.34	58%
Revitalization Rebates	(106,840.00)	(78,497.75)	73%
Back Tax	-	192,445.45	N/A
Motor Vehicle Tax	1,291,774.00	181,553.95	14%
Recreational Vehicle Tax	13,852.00	1,317.86	10%
16/20M Vehicle Tax	5,231.00	5,159.41	99%
In Lieu of Tax	57,806.00	50,570.50	87%
Watercraft Special Tax	9,638.00	-	0%
Commercial Vehicle Fees	48,309.00	38,943.17	81%
E-Rate Reimbursement	15,245.00	-	0%
Fees and Charges	33,500.00	30,564.05	91%
Reimbursements	180,750.00	42,836.07	24%
Transfer In	18,241.00	-	
Interest on Idle Funds	150,000.00	58,238.75	39%
	<u>\$ 16,118,603.00</u>	<u>\$ 8,898,602.80</u>	55%
<u>Expenditures/Encumbrances:</u>			
Salaries	10,263,474.00	2,960,201.47	29%
Other Staff Support Costs	256,369.00	108,288.57	42%
Library Collections	2,274,000.00	801,687.58	35%
Contracted Services	1,659,007.00	854,859.25	52%
Digital Services Support	936,787.00	302,937.72	32%
Furniture/Equipment/Art	79,000.00	40,136.56	51%
Payments to Other Libraries	165,941.00	-	0%
Special Projects	1,550,000.00	223,914.01	14%
Utilities & Telecommunications	656,026.00	610,155.16	93%
Vehicles	122,686.00	37,703.97	31%
Other Operating Expenditures	761,605.00	319,769.50	42%
Transfer Out	-	-	
Cash Basis Reserve	1,650,000.00	-	0%
	<u>\$ 20,374,895.00</u>	<u>\$ 6,259,653.79</u>	33%
Prior Year Canceled Purchase Orders		<u>\$ 122,380.53</u>	
Unencumbered Balance 4/30/2026	\$ -	<u><u>\$ 8,634,302.36</u></u>	

**Topeka and Shawnee County Public Library
Special Revenue Funds**

4/30/2026

EMPLOYEE BENEFITS

	2026 Budget	Year To Date	%
Balance 01/01/2026	\$ 1,540,890.00	\$ 2,335,763.85	
<u>Revenue:</u>			
Ad Valorem Property Tax	\$ 3,472,687.00	\$ 2,020,022.57	58%
Revitalization Rebates	(25,763.00)	(18,962.58)	74%
Back Tax	-	48,181.11	N/A
Motor Vehicle Tax	315,712.00	44,785.61	14%
Recreational Vehicle Tax	3,386.00	324.49	10%
16/20M Vehicle Tax	1,278.00	1,298.96	102%
In Lieu of Tax	14,344.00	12,195.83	85%
Watercraft Special Tax*	2,356.00	-	0%
Commercial Vehicle Fees	11,807.00	9,583.82	81%
Refund-Fringe Benefits-Foundation	44,886.00	9,783.19	22%
Refund-Fringe Benefits-Friends	31,588.00	8,557.95	27%
Refund-Fringe Benefits-Shawnee Cty	10,210.00	3,047.20	30%
Refund FICA	-	-	0%
Employee COBRA Payments	-	-	0%
Retiree Payments BC/BS	25,000.00	17,772.83	N/A
Interest on Idle Funds	55,000.00	17,619.20	32%
	\$ 3,962,491.00	\$ 2,174,210.18	55%
<u>Expenditures/Encumbrances:</u>			
Employee Assistance Program	\$ 7,080.00	\$ 6,549.00	93%
Cafeteria Plan Administration Fees	1,111.00	915.00	82%
Social Security/Medicare	771,687.00	209,819.53	27%
Ks Public Employees Retirement Sys	1,046,063.00	304,790.68	29%
Worker's Compensation	66,300.00	66,827.64	101%
Unemployment Tax	10,087.00	2,734.45	27%
Health/Dental Insurance	3,201,053.00	912,389.40	29%
Miscellaneous	-	-	0%
Contingency/Fund Balance	400,000.00	-	0%
	\$ 5,503,381.00	\$ 1,504,025.70	29%
Prior Year Canceled Purchase Orders		\$ 14.00	
Unencumbered Balance 4/30/2026	\$ -	\$ 3,005,962.33	

* Watercraft Special Taxes are budgeted separately because they are not based on the Library's specific mill levy; however when distributed, they are part of Ad Valorem property tax. Thus, this line item will always be 100% under-budget.

CAPITAL IMPROVEMENT

Balance 01/01/2026	\$ 6,824,614.37
<u>Revenue:</u>	
Transfer In	\$ -
Interest received	80,576.75
	\$ 80,576.75
<u>Expenditures/Encumbrances:</u>	
Contracted - Professional	-
Capital Outlay	-
	-
Prior Year Canceled Purchase Orders	-
Unencumbered Balance 4/30/2026	\$ 6,905,191.12

STATE AID

Balance 01/01/2026	\$ -	\$ -
<u>Revenue:</u>		
State Aid	-	59,409.81
	\$ -	\$ 59,409.81
<u>Expenditures/Encumbrances:</u>		
Contracted - Digital Services		
Digital Services Support	-	
Staff Internal Development/Trng	-	
Special Projects	-	
	\$ -	\$ -
Unencumbered Balance 4/30/2026	\$ -	\$ 59,409.81

**Topeka and Shawnee County Public Library
Debt Service Fund - Bond and Interest**

4/30/2026

	<u>2026 Budget</u>	<u>Year to Date</u>	<u>%</u>
Balance 01/01/2026	\$ 8,231.00	\$ 612.58	
<u>Revenue:</u>			
Ad Valorem Property Tax	-	-	N/A
Revitalization Rebates	-	-	0%
Back Tax	10,000.00	491.46	5%
Motor Vehicle Tax	-	-	N/A
Recreational Vehicle Tax	-	-	N/A
16/20M Vehicle Tax	-	3.92	N/A
In Lieu of Tax	-	-	0%
Watercraft Special Tax*	-	-	0%
Commercial Vehicle Fees	-	-	N/A
Interest on Idle Funds	10.00	37.40	374%
	<u>\$ 10,010.00</u>	<u>\$ 532.78</u>	5%
<u>Expenditures/Encumbrances:</u>			
Principal	-	-	0%
Interest	-	-	0%
Wire Transfer Fees	-	-	0%
Transfer Out	18,241.00	-	0%
Cash Basis Reserve	-	-	0%
	<u>\$ 18,241.00</u>	<u>\$ -</u>	0%
Unencumbered Balance 4/30/2026	\$ -	\$ 1,145.36	

* Watercraft Special Taxes are budgeted separately because they are not based on the Library's specific mill levy; however when distributed, they are part of Ad Valorem property tax. Thus, this line item will always be 100% under-budget.

TOPEKA & SHAWNEE COUNTY PUBLIC LIBRARY

Investments as of April 30, 2026

Capital Improvement Funds - Community National Bank

\$ 6,905,191.12 at 3.63% (money market account)

Municipal Investment Pool

\$ 5,305,116.54 Operating funds in "overnight pool"*;
available for transfer whenever needed

5,500,000.00 General fund; 90-day 2/20/2026 at 3.12%,
maturity 5/26/2026

1,500,000.00 Employee benefit fund; 90-day 2/20/2026 at
3.12%, maturity 5/26/2026

\$12,305,116.54

* rates vary by day - average April 1 - 30, 2026 was 2.44%

Topeka and Shawnee County Public Library
Non-Payroll Checks \$5,000 and Over, Excluding Library Materials Purchases
All Checking Accounts
For the Month Ended April 31, 2026

Fund	Account	Object	Check Date	Vendor Name	Description	Amount	Check Number
10	41000	320	4/3/26	CDW GOVERNMENT, INC.	PHONE	\$ 1,636.47	-94761
10	41000	320	4/3/26	CDW GOVERNMENT, INC.	PHONES	\$ 8,235.61	-94761
10	41000	320	4/3/26	CDW GOVERNMENT, INC.	PHONES	\$ 948.48	-94761
10	41000	320	4/3/26	CDW GOVERNMENT, INC.	PHONES	\$ 2,286.52	-94761
10	41000	320	4/3/26	CDW GOVERNMENT, INC.	MIC	\$ 949.84	-94761
				<i>2026 approved operating budget - digital services support</i>		\$ 14,056.92	-94761 Total
10	41000	310	4/3/26	ONENECK IT SOLUTIONS LLC dba US SIGNAL C	Cisco SmartNet	\$ 20,828.11	-94757
				<i>2026 approved operating budget - annual subscription and support</i>		\$ 20,828.11	-94757 Total
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 20,544.88	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 29.14	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 1,358.72	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 64.37	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 29.14	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 27.49	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 27.49	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 27.49	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 29.14	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 274.57	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 27.49	-94706
10	41000	351	4/2/26	EVERGY	2026 Electric Services	\$ 66.80	-94706
						\$ 22,506.72	-94706 Total
10	41000	736	4/17/26	HTK ARCHITECTS INC.	HTK SVCS FOR STAFF SPACES	\$ 13,550.00	-94694
						\$ 13,550.00	-94694 Total
10	41000	320	4/17/26	ONENECK IT SOLUTIONS LLC dba US SIGNAL C	network switch RFP	\$ 255,868.67	-94693
				<i>RFP was posted and approved by the Board on 2/17/20026</i>		\$ 255,868.67	-94693 Total
10	41000	330	4/15/26	COREFIRST BANK & TRUST	16 oz. amber glass spray	\$ 69.26	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Rainbow Craft Cord	\$ 7.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	26 sets polyhedral dice	\$ 24.69	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	retractable ping pong net	\$ 8.39	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	vhs head cleaner tape	\$ 13.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	18x24 whiteboard	\$ 45.00	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Tri-Color Small Nails	\$ 7.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Multiple lego pieces	\$ 127.86	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Isopropyl Alcohol	\$ 15.84	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	2-piece Kitchen Funnel	\$ 2.68	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Distilled White Vinegar	\$ 7.64	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Wood Placque (6 pk)	\$ 22.86	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Shipping	\$ 6.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Death by Chef's Knife gam	\$ 20.61	-94665

Topeka and Shawnee County Public Library
Non-Payroll Checks \$5,000 and Over, Excluding Library Materials Purchases
All Checking Accounts
For the Month Ended April 31, 2026

Fund	Account	Object	Check Date	Vendor Name	Description	Amount	Check Number
10	41000	330	4/15/26	COREFIRST BANK & TRUST	2lb dumbbell	\$ 132.72	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	Anker SD Card Reader	\$ 17.94	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	Sangyn Vintage Corded Pho	\$ 35.95	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	Pro Tapes Gaff Tape	\$ 26.75	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	8 pack LEGO baseplates	\$ 17.99	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	400 ct alcohol wipes	\$ 9.89	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	Pro Tapes Gaff Tape	\$ 73.77	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	35X Toner	\$ 113.96	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	foam sheets 9x12	\$ 10.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	flannel fabric - navy	\$ 9.78	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	shipping	\$ 8.95	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Tipi Toe - colorful patte	\$ 65.94	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Tipi Toe - solid pastel	\$ 65.94	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	42pcs Felt 10x10cm	\$ 6.48	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	200pc pipe cleaner multi	\$ 7.59	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Shipping	\$ 10.97	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	scoops	\$ 20.97	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	carving tools	\$ 14.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	sculpting tools	\$ 9.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	probe	\$ 2.47	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	disposable cups	\$ 29.99	-94665
10	41000	410	4/15/26	COREFIRST BANK & TRUST	Isopropyl alcohol 4 gallo	\$ 69.90	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	needle grippers 3 pk.	\$ 23.96	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	chenille needles 6 pk.	\$ 10.90	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Sock Puppets, by Kurt Ref	\$ 8.00	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	AA Batteries	\$ 48.50	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	AAA Batteries	\$ 41.98	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	velero	\$ 17.09	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	soft ecru yarn cone	\$ 22.12	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	45mm rotary blades	\$ 32.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Delivery Fee	\$ 8.95	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	paint brushes	\$ 9.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	paper cups	\$ 24.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	teaspoons	\$ 11.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	watercolor paper	\$ 19.38	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	bookmarks	\$ 14.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	stickers	\$ 6.24	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	hot pink yarn	\$ 3.08	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	wine yarn	\$ 5.00	-94665

Topeka and Shawnee County Public Library
Non-Payroll Checks \$5,000 and Over, Excluding Library Materials Purchases
All Checking Accounts
For the Month Ended April 31, 2026

Fund	Account	Object	Check Date	Vendor Name	Description	Amount	Check Number
10	41000	330	4/15/26	COREFIRST BANK & TRUST	playtime ombre yarn	\$ 7.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	capri ombre yarn	\$ 5.00	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	monk's cloth	\$ 66.00	-94665
10	41000	910	4/15/26	COREFIRST BANK & TRUST	STEELCASE CHAIRS	\$ 2,994.00	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	decorative chain	\$ 20.94	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	8 ct. wooden box	\$ 31.82	-94665
10	41000	910	4/15/26	COREFIRST BANK & TRUST	Mobile Plastic Stack Chai	\$ 260.23	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	10 ct. DIY thumb piano ki	\$ -	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	8 ct. corrugated tiles	\$ 15.88	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	notebooks	\$ 91.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	pencils	\$ 49.35	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	bottle caps	\$ 52.74	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	tissue paper squares	\$ 13.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	tissue paper color	\$ 9.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	animal print paper	\$ 12.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	astropaper	\$ 39.42	-94665
10	41000	410	4/15/26	COREFIRST BANK & TRUST	red rags 16x16 60 pack	\$ 106.09	-94665
10	41000	410	4/15/26	COREFIRST BANK & TRUST	nitrile glove x lrg 1000	\$ 270.66	-94665
10	41000	410	4/15/26	COREFIRST BANK & TRUST	vinyl gloves x lrg 1000	\$ 53.98	-94665
10	41000	410	4/15/26	COREFIRST BANK & TRUST	water jug pump	\$ 26.85	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	smallrig phone holder	\$ 14.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	9 Paper Plates"	\$ 21.73	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Hefty Plastic Cups 16oz	\$ 26.08	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Rubber Band Balls, 2	\$ 8.50	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	sticky notes	\$ 20.55	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	8 ct DIY thumb piano kit	\$ 32.28	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	burlap fabric	\$ (25.99)	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	24 pack totes	\$ 35.39	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	lint roller 5 pc	\$ 9.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	cricut HTV pack	\$ 45.98	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	UGREEN WiFi Adapter WiFi	\$ 20.88	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	NETGEAR WiFi 5	\$ 39.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Mini Canvases for Paintin	\$ 15.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	double-sided foam tape	\$ 7.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	crochet hooks	\$ 10.62	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	30 ct. glue sticks	\$ 9.97	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	150 ct. pencils	\$ 12.07	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	24 ct. erasers	\$ 6.77	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	pencil box	\$ 5.99	-94665

Topeka and Shawnee County Public Library
Non-Payroll Checks \$5,000 and Over, Excluding Library Materials Purchases
All Checking Accounts
For the Month Ended April 31, 2026

Fund	Account	Object	Check Date	Vendor Name	Description	Amount	Check Number
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Doodling Robot Building K	\$ 63.96	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Paper Cups 9 oz	\$ 15.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	1 Roofing Nails"	\$ 5.48	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Fender Washers	\$ 9.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Reuseable Kid Safe Knives	\$ 8.99	-94665
10	41000	410	4/15/26	COREFIRST BANK & TRUST	paper towels	\$ 209.30	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	Plastiklips	\$ 50.20	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	Ground shipping	\$ 15.95	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Building Block Pencils	\$ 95.94	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Building Block Tattoos	\$ 23.97	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	Hardcover Notary Log	\$ 19.98	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	Softcover Notary Log	\$ 18.18	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Knee High Hose	\$ 6.89	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Grass Seed	\$ 6.38	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Clear plastic 9 oz Cups	\$ 6.86	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Potting Soil, 8 qt bag	\$ 5.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Rubber Chicken Slingshots	\$ 23.97	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	Intel NUC 13 PRO - 16gb r	\$ 1,336.00	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	Anker USB Hub	\$ 45.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	pipe cleaners	\$ 11.39	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	star bony beads	\$ 33.20	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	plastic cups	\$ 24.89	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	space tattoos	\$ 22.72	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	stick on jewels	\$ 7.79	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	satin ribbon	\$ 6.99	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	HC Cyan C320	\$ 489.98	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	HC Magenta C320	\$ 489.98	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	HC Yellow C320	\$ 489.98	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	HC Black C320	\$ 431.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Triceratops Costume	\$ 33.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Pteranodon Costume	\$ 45.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Diplodocus Costumer	\$ 39.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	T-Rex Costumer	\$ 31.34	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	3 pack red yarn	\$ 7.74	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	3 pack gold yarn	\$ 7.74	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	3 peak mint yarn	\$ 7.74	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	300 Mini Dinosaurs	\$ 29.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	18 Small Dinosaurs	\$ 17.09	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	52 Dinosaur Skeletons/Egg	\$ 10.79	-94665

Topeka and Shawnee County Public Library
Non-Payroll Checks \$5,000 and Over, Excluding Library Materials Purchases
All Checking Accounts
For the Month Ended April 31, 2026

Fund	Account	Object	Check Date	Vendor Name	Description	Amount	Check Number
10	41000	330	4/15/26	COREFIRST BANK & TRUST	60 Mini Dinosaur Skeleton	\$ 8.54	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	4 Construction Vehicles	\$ 27.94	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	2 Construction Vehicles	\$ 23.96	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	24 Various Paintbrushes	\$ 9.90	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	40 Misc Sand Shovels	\$ 15.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	48 Tongs/Tweezers	\$ 22.59	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	24 Scooper Tongs	\$ 26.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	20 Mini Magnifying Glass	\$ 7.99	-94665
10	41000	341	4/15/26	COREFIRST BANK & TRUST	Notary Training	\$ 65.00	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	KVM Switches 4 comp	\$ 257.97	-94665
10	41000	320	4/15/26	COREFIRST BANK & TRUST	Netgear 5p switch	\$ 40.47	-94665
10	41000	420	4/15/26	COREFIRST BANK & TRUST	mobile folding cart	\$ 34.29	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	32 pcs small mirror	\$ 61.98	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	96 pcs fish tattoos	\$ 7.99	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	24 pcs sea party hat	\$ 12.78	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Bath toy squirts	\$ 79.12	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Goldfish crackers variety	\$ 25.72	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	paper roll dispenser	\$ 57.37	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	paper roll	\$ 51.97	-94665
10	41000	330	4/15/26	COREFIRST BANK & TRUST	Shipping	\$ 6.98	-94665
				<i>Miscellaneous online orders paid by credit card</i>		\$ 10,962.32	-94665 Total
10	41000	910	4/24/26	MUZO DBA	PUZZLE PIECE CHAIR	\$ 6,993.00	-94656
10	41000	910	4/24/26	MUZO DBA	SHIPPING	\$ 954.00	-94656
				<i>2026 approved operating budget - furniture/equipment</i>		\$ 7,947.00	-94656 Total
10	41000	350	4/23/26	VERIZON WIRELESS	public hotspots	\$ 10,532.14	-94652
						\$ 10,532.14	-94652 Total
10	21505	0	4/3/26	KS PUBLIC EMPLOYEES RETIREMENT	Kpers EE Deduction	\$ 21,432.20	-94640
15	21516	0	4/3/26	KS PUBLIC EMPLOYEES RETIREMENT	Kpers ER Contribution	\$ 34,255.83	-94640
15	21517	0	4/3/26	KS PUBLIC EMPLOYEES RETIREMENT	Kpers ER Insurance	\$ 3,572.01	-94640
10	21513	0	4/3/26	KS PUBLIC EMPLOYEES RETIREMENT	Kpers OGLI	\$ 1,784.41	-94640
				<i>Remittance of pension benefit contributions & optional group life premiums</i>		\$ 61,044.45	-94640 Total
10	21509	0	4/3/26	EMPOWER RETIREMENT	Deferred Comp EE Portion	\$ 5,795.97	-94637
				<i>Remittance of deferred retirement employee contributions</i>		\$ 5,795.97	-94637 Total
10	21501	0	4/3/26	PAYCOM PAYROLL LLC	Federal W/H	\$ 24,688.32	-94636
10	21502	0	4/3/26	PAYCOM PAYROLL LLC	State W/H	\$ 15,654.96	-94636
15	21521	0	4/3/26	PAYCOM PAYROLL LLC	State Unemployment	\$ 339.46	-94636
10	21503	0	4/3/26	PAYCOM PAYROLL LLC	Social Security EE	\$ 21,107.96	-94636
15	21504	0	4/3/26	PAYCOM PAYROLL LLC	Social Security ER	\$ 21,107.96	-94636
10	21503	0	4/3/26	PAYCOM PAYROLL LLC	Medicare EE	\$ 4,936.65	-94636

Topeka and Shawnee County Public Library
Non-Payroll Checks \$5,000 and Over, Excluding Library Materials Purchases
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For the Month Ended April 31, 2026

Fund	Account	Object	Check Date	Vendor Name	Description	Amount	Check Number
15	21504	0	4/3/26	PAYCOM PAYROLL LLC	Medicare ER	\$ 4,936.65	-94636
10	21514	0	4/3/26	PAYCOM PAYROLL LLC	Child Support/Spousal Maint.	\$ 1,568.60	-94636
10	21518	0	4/3/26	PAYCOM PAYROLL LLC	Garnishments	\$ 770.38	-94636
10	41000	313	4/3/26	PAYCOM PAYROLL LLC	Paycom Bundle	\$ 2,464.85	-94636
				<i>Remittance of payroll taxes, garnishments and Paycom fees</i>		\$ 97,575.79	-94636 Total
10	21509	0	4/17/26	EMPOWER RETIREMENT	Deferred Comp EE Portion	\$ 5,694.92	-94634
				<i>Remittance of deferred retirement employee contributions</i>		\$ 5,694.92	-94634 Total
10	21505	0	4/17/26	KS PUBLIC EMPLOYEES RETIREMENT	Kpers EE Deduction	\$ 21,136.48	-94633
15	21516	0	4/17/26	KS PUBLIC EMPLOYEES RETIREMENT	Kpers ER Contribution	\$ 33,783.13	-94633
15	21517	0	4/17/26	KS PUBLIC EMPLOYEES RETIREMENT	Kpers ER Insurance	\$ 3,522.74	-94633
				<i>Remittance of pension benefit contributions & optional group life premiums</i>		\$ 58,442.35	-94633 Total
10	21501	0	4/17/26	PAYCOM PAYROLL LLC	Federal W/H	\$ 24,084.84	-94631
10	21502	0	4/17/26	PAYCOM PAYROLL LLC	State W/H	\$ 15,365.56	-94631
15	21521	0	4/17/26	PAYCOM PAYROLL LLC	State Unemployment	\$ 333.32	-94631
10	21503	0	4/17/26	PAYCOM PAYROLL LLC	Social Security EE	\$ 20,729.96	-94631
15	21504	0	4/17/26	PAYCOM PAYROLL LLC	Social Security ER	\$ 20,729.96	-94631
10	21503	0	4/17/26	PAYCOM PAYROLL LLC	Medicare EE	\$ 4,848.54	-94631
15	21504	0	4/17/26	PAYCOM PAYROLL LLC	Medicare ER	\$ 4,848.54	-94631
10	21514	0	4/17/26	PAYCOM PAYROLL LLC	Child Support/Spousal Maint.	\$ 1,568.60	-94631
10	21518	0	4/17/26	PAYCOM PAYROLL LLC	Garnishments	\$ 770.38	-94631
10	41000	313	4/17/26	PAYCOM PAYROLL LLC	Paycom Bundle	\$ 2,465.17	-94631
				<i>Remittance of payroll taxes, garnishments and Paycom fees</i>		\$ 95,744.87	-94631 Total
10	21515	0	4/22/26	BLUE CROSS BLUE SHIELD OF KS	EE - BCBS Actives Premiums	\$ 37,740.50	-94629
15	21515	0	4/22/26	BLUE CROSS BLUE SHIELD OF KS	ER - BCBS Actives Premiums	\$ 195,861.54	-94629
15	21515	0	4/22/26	BLUE CROSS BLUE SHIELD OF KS	Retiree BCBS Premiums	\$ 4,896.57	-94629
						\$ 238,498.61	-94629 Total
10	21512	0	4/24/26	DELTA DENTAL OF KANSAS, INC	EE Withholding -May prem	\$ 2,488.08	-94594
15	21512	0	4/24/26	DELTA DENTAL OF KANSAS, INC	ER Withholding -May prem	\$ 10,159.94	-94594
15	21512	0	4/24/26	DELTA DENTAL OF KANSAS, INC	Retiree -May prem	\$ 230.88	-94594
						\$ 12,878.90	-94594 Total
35	41000	736	4/2/26	CUSTOM SHEET METAL SERVICE	book return boxes	\$ 11,350.00	12391
				<i>New book return boxes - paid from non-budgeted funds</i>		\$ 11,350.00	12391 Total
49	41000	736	4/23/26	SUBARU OF OLATHE	Subaru Outback	\$ 33,660.06	12399
49	41000	736	4/23/26	SUBARU OF OLATHE	Extra Key	\$ 482.00	12399
				<i>Facilities Master Plan budget - Board approved on 4/16/2026</i>		\$ 34,142.06	12399 Total
10	23800	0	4/2/26	MAINLINE PRINTING	36x60 hemmed	\$ 380.00	102542
10	23800	0	4/2/26	MAINLINE PRINTING	parking lot banners	\$ 2,304.00	102542
10	23800	0	4/2/26	MAINLINE PRINTING	bracket set	\$ 7,104.00	102542
10	23800	0	4/2/26	MAINLINE PRINTING	2 labor, lift truck	\$ 1,760.00	102542

Topeka and Shawnee County Public Library
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All Checking Accounts
For the Month Ended April 31, 2026

Fund	Account	Object	Check Date	Vendor Name	Description	Amount	Check Number
				<i>2025 approved operating budget - printing</i>		\$ 11,548.00	102542 Total
10	41000	313	4/2/26	SWINDOLL JANZEN HAWK & LOYD LLC	Audit for YE 12/31/2025	\$ 15,000.00	102546
				<i>2026 approved operating budget - 1st of 3 year agreement</i>		\$ 15,000.00	102546 Total
35	23800	0	4/9/26	MINOTAUR MAZES, INC	Dino Rev lease contract	\$ 18,000.00	102552
				<i>2026 summer exhibit in the Alice C. Sabatini Gallery - paid with Undesignated Fund</i>		\$ 18,000.00	102552 Total
10	41000	313	4/23/26	SWINDOLL JANZEN HAWK & LOYD LLC	Audit for YE 12/31/2025	\$ 26,000.00	102561
				<i>2026 approved operating budget - 1st of 3 year agreement</i>		\$ 26,000.00	102561 Total
10	41000	313	4/23/26	ENGEL LAW, PA	2026 Legal Services	\$ 6,579.00	102568
						\$ 6,579.00	102568 Total
						\$ 1,054,546.80	Grand Total



Board of Trustees Executive Committee Meeting
May 11, 2026 – 4:00pm
Zoom Meeting

Executive Committee Members Present

Peg Dunlap – Chair, Mark Zillinger – Vice Chair, Hannah Uhlrig – Secretary, Fred Patton – Treasurer

Staff Members Present

Marie Pyko – Chief Executive Officer, Thad Hartman – Chief of Staff, Kim Strube – Chief Financial Officer, Jesse Maddox – Chief Human Resources Officer, Aubrey Conner – Executive Assistant

Call to order

The meeting of the Board of Trustees Executive Committee was held on May 11, 2026, via Zoom, and was called to order at 4:02 pm by Chair Peg Dunlap.

Review Minutes and Agenda

The minutes from the April 6, 2026, Board of Trustees Executive Committee Meeting were reviewed.

On a motion by Mark Zillinger, seconded by Fred Patton, the minutes from the April 6, 2026, Board of Trustees Executive Committee Meetings were approved.

Motion passed unanimously.

The minutes from the April 16, 2026, Board of Trustees Meeting and the agenda for the Board of Trustees May 21, 2026, meeting were reviewed.

Chief Financial Officer Kim Strube noted she will have nothing out of the ordinary in her report.

Chair Peg Dunlap will share the Trustee Executive Committee Minutes in her report.

CEO Marie Pyko will update the group on the "Beyond the Building" projects. She will also explain how the library's current work and services fit into the goals of the 2024–2029 Strategic Plan.

Pyko will ask Public Services Manager Debbie Stanton and Program Services Coordinator Autumn Friedli present Summer Reading 2026. This will be a very fun and exciting summer for the library!

Chief of Staff Thad Hartman will speak to the work that is being done for the staff spaces projects. He will not have any new bids at the May meeting.

There will be a couple of items for new business. The User Confidentiality Policy will need a vote for approval and there will be the first reading for a named recognition opportunity for one of the Team Rooms.

Other Items

The review schedule for policies has been modified. Pyko shared that she will send out the updated schedule to the Trustees.

No other items were discussed

Adjournment

On a motion by Hannah Uhlrig, seconded by Fred Patton, the meeting was adjourned at 4:15 pm.

Next Meeting

June 8, 2026

4:00 pm

<https://tscpl.zoom.us/j/88257791498?pwd=UTdBUmFkTXIvb3U4eGtSZHJ0azkwUT09>

Meeting ID: 882 5779 1498

Passcode: 695332

Chief Executive Officer's Report May 2026

News and Updates

Dolly Parton's Imagination Library (DPIL) with the United Way of Kaw Valley

As of late April, our program provides age-appropriate books to **5,492 children** (birth to age five), reaching **52.4%** of the eligible population. While high family mobility and outdated mailing addresses remain challenges to growth, the program's impact is clear. Recent international research by The Dollywood Foundation shows that owning just ten books significantly improves early literacy and family reading routines. Notably, U.S. participants are **nine times more likely** to initiate shared reading than non-participants—building the early habits necessary for lifelong learning success.

Washed Ashore- Art to Save the Sea exhibit.

We are honored to collaborate with the Topeka Zoo & Conservation Center to host Washed Ashore, a globally recognized art and education project, from May through September 2026. This initiative features sculptures of ocean wildlife crafted entirely from plastic marine debris.

The library is proud to host Bernie the Royal Blue Tang, located in the Music and Movies area. Bernie was specifically chosen to complement the sea life in our Kids Library aquarium.

Event Details:

- Unveiling: May 21, 2026, at 2:00 pm.
- Activities: Following the unveiling, families are invited to stay for a themed story time and refreshments.

Bernie is one of six sculptures installed across the city. We encourage you to visit the other five at the Topeka Zoo & Conservation Center, the Kansas Children's Discovery Center, the NOTO Arts District, and Washburn University's Memorial Union.

For more details, visit tscpl.org/washed-ashore.

Awards and Accolades

We are proud to announce that **Kelli Smith**, our Access Services Manager, graduated from the **Leadership Greater Topeka (LGT)** Class of 2026 on May 15.

The library has a long-standing tradition of participating in this incredible program. Through LGT, members "dig deep" into the inner workings of our community and develop vital adaptive leadership skills. We are excited to see Kelli apply these new perspectives and community

connections to her work, as our LGT alumni continue to play a key role in driving the library's vision forward.

Know Your Library

Our Staff Development and Training team is reimagining every aspect of professional growth for our team. Building on our new employee orientation, Staff Development Coordinator Brenda Hough has successfully relaunched **Know Your Library**, a cherished program for all new hires.

This intensive three-day workshop provides a deep dive into how our departments, services, and teams intersect to serve the community. By supporting new colleagues at the start of their library careers, we are operationalizing the **People pillar** of our 2024–2029 Strategic Plan—fostering a work environment where staff and volunteers are valued, respected, and empowered to contribute their best. The inaugural class runs May 18-May, 2026. As part of the sessions, I will meet with thirteen new staff members and discuss our mission, values, goals, and my personal library journey.

Beyond the Building planning

Our **Beyond the Building** sub-teams are making great progress in reimagining how we deliver library experiences and services throughout the community. Most teams are still exploring potential scenarios, but our early-phase groups have already begun drafting project recommendations for the 2027 budget cycle. I look forward to discussing the specifics of this planning process at our upcoming board meeting in May.

New Field Trip Opportunity for students

We are excited to announce a new initiative launching in Fall 2026: **transportation-supported field trips** for students to visit our Gallery exhibitions. Thanks to a generous gift coordinated by the Library Foundation, we can now provide schools with funding to cover busing costs.

Over the past decade, many schools have been forced to cut literacy and learning field trips due to budget constraints. By researching successful models in other communities, library leadership and the Foundation developed a compelling case for donor-supported funding to bridge this gap. We recognize that a meaningful field trip is vital to a child's development; for many students, this will be their first experience in a formal art gallery—and perhaps their first visit to our library. We will share more program details as development continues.

Agenda Items- New Business

Resolution- User Confidentiality Policy- action item

At the April board meeting, the User Confidentiality Policy was presented. After the discussion, one additional statement was included in the policy that affirms that the library maintains PCI compliance. We will bring the User Confidentiality Policy for approval consideration at the May

Board of Trustees meeting. The redlined policy document and the final version of the User Confidentiality Policy are included in the board packet.

Named Recognition Recommendation- first reading

In accordance with the Named Recognition Policy, I am submitted a naming recognition for your review. In April 2026, Ashley Charest, Library Foundation Director discussed a gift and the pledge process with Clayton Wealth Partners, Topeka Kansas. They were interested in a donation that meets the threshold needed to name Team Room #8. We are recommending that the room be named the Clayton Wealth Partners room. The formal resolution will be presented at the June board meeting.

Professional Activities/Community Contacts

- April 13, 2026 Attended the Library Foundation Finance Committee Meeting
- April 14, 2026 KTKA AM Live interview about the Library.
- April 15, 2026 Attended the Library Foundation Board of Trustees meeting.
- April 16, 2026 Attended the Library Board of Trustees meeting.
- April 20, 2026 Attended the Holocaust Memorial Commemoration
- April 21, 2026 Attended the Intergovernmental Council Meeting
- April 22, 2026 Introduced Brad Taylor at the Author event.
- April 23, 2026 Attended the YMCA planning event.
- April 24, 2026 Attended and presented at the Annual Volunteer Recognition breakfast.
- April 28, 2026 Attended Greater Topeka Partnership Business Unwind
- April 30, 2026 Hosted the 2027 Budget Listening Session
- May 5, 2026 Attended the Capper Foundation event.
- May 8, 2026 Attended the Topeka Collegiate event.
- May 12, 2026 Attended the Visit Topeka board meeting.

May 12, 2026 Attended the Friend of the Library Board meeting.

May 13, 2026 Attended the Shawnee County Advisory Council for United Way

May 13, 2026 Attended the PLA Spring Budget and Finance meeting.

May 14, 2026 Met with Sean Bird, Washburn University

May 14, 2026 Attended the Visit Topeka, Inc. meeting.

May 15, 2026 Met with Jim Steinthal, Rye Public Library.

Marie Pyko, Chief Executive Officer
Topeka and Shawnee County Public Library 05/15/2026

Dolly Parton's Imagination Library

April 2026



Total Enrolled
5,492

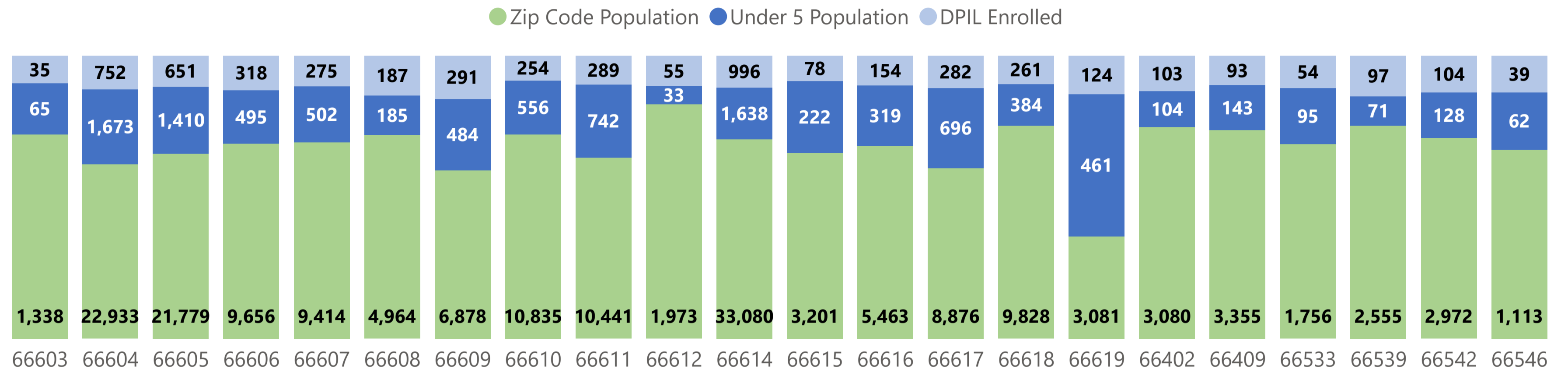


Total Graduated
11,474

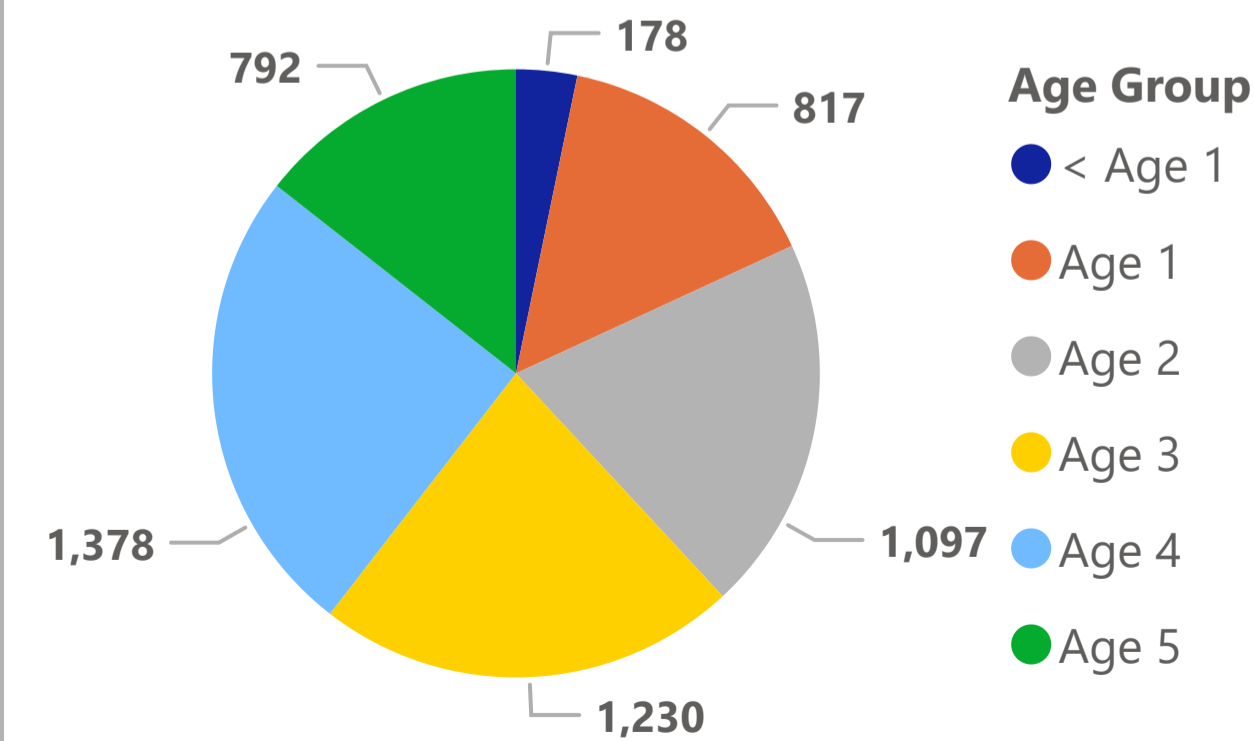
Year, Month

2026 (Year) + April (Month) ▼

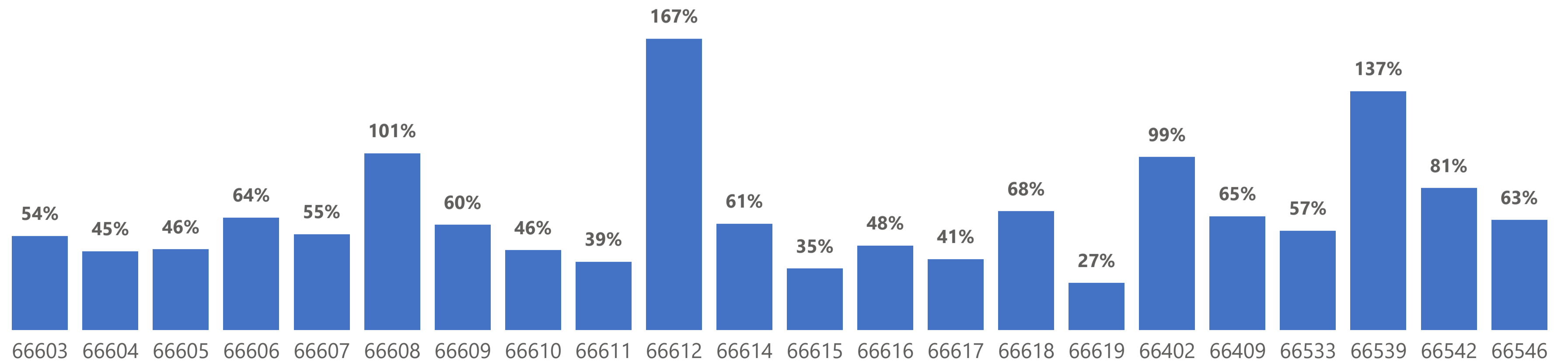
Enrollment by Zip Code



Age of Children



Percent Enrolled by Zip Code



Chief of Staff Report

Thad Hartman

May 14, 2026

Staff Spaces

The week of May 4, contractors began moving furniture in preparation for the staff spaces remodel. On May 11, crews began the removal of existing flooring in the lower-level hallway to prepare for the installation of luxury vinyl tile (LVT), which is scheduled for June. Over the next two months, construction efforts will remain concentrated on the Digital Services workroom, the lower-level hallway, and the breakroom at 1020.

This initial phase is projected to conclude by the end of July. At that time, the focus will shift to the Youth Services and Community Services workrooms. The project remains on schedule, with an anticipated final completion date for all renovated spaces in October.

Parking Lot

On Wednesday, May 13, contractors began a three-day maintenance project to replace two concrete panels at the south end of the public parking lot. This work addresses a crack that developed in a section completed during last year's parking lot project. This repair is being performed at no additional cost to the library. While the physical work is expected to conclude by Friday, May 15, the area will remain cordoned off for at least one additional week to allow the concrete to cure properly.

Thanks to Facilities Director Joe Hobbs and HTK architects for identifying this issue. Their proactive coordination with the contractors ensures the issue is resolved effectively before escalating into a more significant or costly problem.

Stats

Our monthly stats continue to show positive trends. Visitors are up 17%, program attendance is up 41%, and Gallery attendance is up 49%. It is very satisfying to see the hard work that staff have put into strategic plan initiatives pay off. We have made learning experiences and socialization a priority, and this seems to be resonating with the community.

As you'll read in the rest of the report, and we'll hear at the meeting this month, this summer will feature an amazing Gallery exhibit, an exceptional lineup of programming, and of course our Summer Reading program. I expect that we'll continue to see increased visitors and attendance figures in comparison to previous years, and I think the community is in going to love what we have planned.

Department Highlights

Public Services

Debbie Stanton, Public Services Manager

Public Services Work Plan Update – First and Second Quarters 2026

So far in the first half of 2026, Public Services has made significant progress on strategic work plan initiatives focused on learning experiences, community engagement, youth services, and access to resources. Of the 42 work projects planned for Public Services this year, 23 initiatives have already been completed and several others are actively in progress.

Completed Projects

Learning Experiences:

- Expanded community technology access by providing weekly drop-in tech help at multiple offsite locations.
- Offered advanced technology programming in the Level 2 Tech Center, including programs related to AI tools, the Cricut vinyl cutter, A/V studios, and 3D printing.
- Created a [new platform](#) for artists to submit work for exhibits.
- Built a dynamic [Genealogy & Local History webpage](#) and promoted the library's new historic newspaper database through word-of-mouth, programming, and fun social media campaigns.
- Continued partnership with FamilySearch to provide genealogy programming every other month.

Readers & Resources:

- Expanded opportunities for community connection through a wide variety of book conversations, wellness programs, and monthly Grown Up Fun events, including offsite programming.
- Piloted new ways to connect patrons with community information through LibAnswers FAQs.
- Successfully offered a local author fair to highlight regional writers and creators.

Youth Services:

- Trained all early childhood staff on the Ages & Stages Questionnaire (ASQ) and offered developmental screening opportunities for families.
- Tested short-term early childhood reading challenges and adjusted Community Storytime offerings based on patron feedback and attendance trends.
- Expanded youth and teen engagement through book clubs, hands-on teen programming, intentional play experiences, and Teen Art initiatives connecting young adults with creative careers and local artists.

Projects Underway

Several additional initiatives are currently in progress or scheduled for implementation later this year, including:

- Expanding digital learning and microlearning opportunities.
- Developing stronger field trip and gallery support plans.
- Increasing community-based local history collection efforts.
- Creating enhanced outreach and engagement opportunities for teens.
- Developing new online reading challenges and expanded reader advisory tools.
- Exploring expanded community partnerships and public-facing services.

Public Services staff continue to make strong progress toward the library’s strategic priorities while also balancing daily service responsibilities and community needs.

Public Services

Zan Popp, Supervisor – Learning Experiences

Alice C. Sabatini Gallery

April was a bit quieter, but we still welcomed 2,350 visitors, bringing the total attendance for *Runway Remix* to 7,145 so far. We’ve also continued to see strong engagement from school groups as they explore the library on Youth Services tours.

Runway Remix will close on May 17. We will open back up on Saturday May 30 with our summer traveling exhibit, *Dinosaur Revolution*.

Dinosaur Revolution invites visitors to step directly into the world of dinosaurs through hands-on, immersive experiences. Guests can take part in reptilian role-play activities, complete three Mesozoic Missions spanning 150 million years, and explore dinosaur behavior through observation and mimicry. Visitors are also invited into the role of junior paleontologists—uncovering evidence of dinosaur activity, learning why dinosaurs were among Earth’s most successful species, and exploring the surprising idea that dinosaurs may not be entirely extinct.



The exhibit is created by Minotaur Mazes, a leading provider of interactive educational maze exhibits and is funded in part by the Library Foundation and the Sabatini Family Foundation.

Topeka Room

The Topeka Room is commemorating the 60th anniversary of the 1966 Topeka Tornado with a special exhibit, *'66 / '26: The Topeka Tornado 60 Years On*, running April 22–June 28, 2026. The exhibit features newly installed artwork, never-before-seen photographs from the library's collection, historic scrapbooks, interactive QR codes, and vintage and digital slide presentations that highlight the tornado's lasting impact on the community.



A featured element is the Community Memory Map, where visitors can add locations tied to their memories of the tornado, helping to build a shared visual record of the event. This exhibit reflects the Topeka Room's commitment to preserving local history while encouraging community engagement and reflection, and we invite the community to visit the exhibit and experience it in person.

Level 2 Tech Center

This month, the L2TC team offered two hands-on programs in the Digital Art Studio. In *AI Art Prompts: Poster Workshop*, participants explored tools like Google Gemini and Canva AI and then printed their creations using our new large-format printer. The second program, *Intro to 3D Printing*, introduced customers to our Bambu Studio printers, and participants left with a small 3D-printed object of their own.

We also saw a slight uptick in Recording Studio use this month, with 65 bookings in Studio A and 71 in Studio B.

Core Tech Team

In April, the Core Tech team provided technology support through programs, drop-in help, and community outreach. The *AI Everyday: Practical Uses of AI* program sparked a lively and thoughtful discussion, especially around how AI is being used in everyday life, along with its benefits and limitations.

The team also supported 24 patrons one-on-one through Computer and Gadget Help drop-in sessions in the Level 2 Tech Center.

Outreach continued at MAP, Papan's Landing, East Topeka Senior Center, and SENT, with common needs including smartphone support, device charging, and help navigating digital access.

Public Services

Cadie Maas, Supervisor – Readers & Resources

Author Event

On April 22nd, we hosted New York Times bestselling author Brad Taylor for a special author event moderated by Kaye McIntyre of Kansas Public Radio. More than 175 guests attended across both the Friends pre-event reception and the moderated presentation, creating an evening filled with laughter, conversation, and connection for our community of readers.



Kaye led an engaging discussion that gave attendees insight into Brad Taylor's writing process, military background, and the development of his popular Pike Logan thriller series. One audience favorite centered around how Brad selects the call signs for his characters. He shared that call signs rarely come from something positive and are more commonly earned because of a mistake or embarrassing moment during bootcamp. Brad also revealed his own call sign, "Woody," inspired by the cowboy doll from the popular *Toy Story* franchise. As he explained the nickname, he silently waved his arms around in a goofy way and joked, "I'm always all over the place," which drew laughter from the audience.

The event attracted readers from well beyond the Topeka community, including one attendee who traveled more than four hours from Bentonville, Arkansas to attend the program. Guests each received a complimentary copy of *Shadow Strike*, the newly released 20th installment in Brad Taylor's Pike Logan series. Following the presentation, many attendees stayed to visit with the author and have their books signed.

Overall, the event was a fantastic opportunity to connect readers through a shared love of books and conversation. Many attendees left the evening with a new favorite author to add to their growing TBR lists.

Team Rooms

Staff recently learned that a small group of four customers has been using one of our Team Rooms each week to meet with an instructor who is teaching them how to play Mahjong. The group gathers regularly to learn the game, review rules and strategies, and play practice rounds together. Once they complete their "training," they plan to continue meeting at the library on a regular basis to continue playing together.

This is a wonderful example of how customers are using library spaces not only for learning, but also for connection, community, and shared joy.

Gerifit

We recently received a wonderful testimonial from a customer participating in our Geri-Fit classes. The customer shared their appreciation for the program and noted they have been attending classes regularly for several months. They specifically highlighted the educational component of the class, where Geri-Fit leaders discuss the health benefits of strength training and how the use of weights can help prevent or improve osteoporosis.

The customer shared that their most recent Bone Density Scan showed an increase in bone density compared to their previous exam two years ago, and they credited that improvement to participating in weight-based exercise through Geri-Fit.

They also expressed appreciation for the staff who organize and lead the classes, recognizing the encouragement and support they provide in helping participants improve their overall health and wellness.



Testimonials like this highlight the meaningful impact library wellness programming can have on the lives of our community members and reinforce the importance of creating opportunities for lifelong learning, movement, and connection.

Youth Services

LeAnn Brungardt, Youth Services Supervisor

Staffing changes

Dawn Knudtson, our newest part-time Specialist who will provide Outreach Storytimes joined the Youth Services Team on April 27. She is already well into planning her first program.

Romina D'Alessandro, one of the full-time Specialist who worked with school-aged kids, resigned.

We currently have a tentative offer extended for an open part-time position. We also have a temporary Library Senior Associate position posted. We would like to fill the latter position before summer.

Going with the flow

The workroom flooded after a recent heavy rain. The good news is that it occurred before the remodel of the space, that summer orders had not yet been received and stored in that area, and that the water came from below, so it only affected things on the floor. The YS team and the Facilities crew were quick in moving items out affected area. Facilities had the situation in hand fast as well. We were able to move back into our cubicle home within the week.

Librarian Updates

Early Childhood Librarian

We celebrated the Week of the Young Child with a special storytime on April 18 themed around the book *Only One You* by Linda Krantz. The children in attendance were able to take part in a variety of activities that focused on them being special. Parents traced around their children, and the children added personal features. They searched for fish in a shredded paper, sensory bin and then practiced one-to-one correspondence with goldfish crackers. They may have eaten a few along the way. Two of our teen volunteers helped them pick out a temporary tattoo. The children were able to check themselves out in a full body mirror which allowed them to see how unique they are. They took home a handheld mirror to continue this experience.



Early Childhood Outreach Librarian

On Monday, April 6, the library hosted its first birth to five screening event. Several community partners including Topeka Public Schools Parents as Teachers, Auburn Washburn Parents as Teachers, Shawnee County Health Department, Infant Toddler Services of Northeast Kansas, and Grace Med were present to share expertise and connect with interested families. Developmental and vision screening was available as well as information from these community resources. When the three-hour screening event ended, there were three referrals that had been made for families to seek additional support. These included an evaluation for vision, an evaluation for fine motor development, and an evaluation for swallowing concerns. Several families commented about the ease of accessing this screening and about discovering valuable resources in our community.

School Age Librarian

Why is there a tiny, rubber chicken stuck to the ceiling of the Learning Center? Flying rubber chickens have become a part of our Silly Stories Book Club series. Say what? Books can be silly stories? Yep! We started this program at the beginning of 2026. The goal was three-fold, be silly, increase literacy, and make friends. Names are important so kids sign in. This also helps the facilitator know who can write and follow directions. Kids sit on soft, bright colored pillows in a circle. Sometimes they lounge rather than sit on them, which is great that they feel comfortable getting cozy. Each person gets a copy of the book to read along or to look at the pictures if unable to read. It was special to see the growing confidence as some kids decided to read chapters out loud when given the opportunity. After reading the books, we played games, like flying chickens. We made and ate toast like the Pig, Mercy Watson. You would have thought we went to Disneyland with the way they showed their excitement. We made boxcars out of boxes and told silly jokes. The group grew from a few members to fourteen. So, if you see a rubber chicken stuck to a ceiling in the Learning Center, we Silly Story Book Club members will get it down for you.

Teen Librarian

Just in time for summer, we have new games available through STEAM on the gaming computers in the Edge. All games available are rated Teen or below for both the computers and the consoles in that space. Some of the games include Clone Drone in the Danger Zone, Dota 2, Hello Neighbor, Portal 2, SMITE, and Terraria.

Community Services

Patrick Berry, Community Services Supervisor

Community Services Outreach Librarian Report

In April, I had the opportunity to represent the library at the Earth Day event at the Topeka Zoo alongside nearly 30 other community partners. With more than 1,000 attendees throughout the event, it was such a fun and rewarding day getting to connect with families and share all the different ways the library can be part of their lives.

One of the biggest highlights at our table was promoting the library's bird watching kits, which include everything needed to get started, even binoculars! These were a huge hit with patrons, especially because many people had no idea the library offered resources like this. It's always exciting getting to introduce the community to something new and watching people realize just how much the library has to offer beyond books.

I also showcased a variety of Earth Day-themed materials for all ages, including adult nonfiction gardening books, school-age stories, and familiar character books for younger readers focused on reducing, reusing, and recycling. Seeing families stop to browse, chat, and get excited about books together was one of my favorite parts of the day.



Events like this are always such a great reminder of how much the community values the library. I love hearing patrons share the different ways they use our services, and it's especially rewarding when outreach events help people discover resources they may not have known existed before.

Community Services Librarian Report

April showers bring May flowers and lots of materials checkouts! Our Bookmobile Team checked out over 3,800 items at our bookmobile stops throughout the county. Our Materials Delivery Team delivered over 3,800 items to patrons' homes through TSCPL@Home, 762 items to businesses through TSCPL@Work, and 391 items to book lockers. Wow!

We are very excited to welcome Katelyn, Micah, and Kamea to the Bookmobile Team! They started in late April and are wonderful additions to this team. They are going through training with almost every member

of the Community Services department on all the different aspects of their jobs in addition to driving training to learn to drive the Adventuremobile.

We said farewell to one of our wonderful Materials Delivery Team members in early May. Nancy retired from library after many years of service. She was a valued member of the team and brought a wealth of knowledge and experience to the department. We will miss her greatly.

Program Services

Autumn Friedli, Program Services Coordinator

Program Services is where the library meets the community. We do this in two ways: we host through our own curated public events, and we house by providing the professional spaces and resources the community needs to gather, collaborate, and grow.

Programming news

April was hopping here at the library! We had 383 programs with attendance just above 8100! From Storytimes for our little readers to sewing machine drop in for adults, we had something happening nearly every day to spark curiosity and joy in our community. We even once again served as a location for WIFI Film Festival in partnership with Washburn University.

Notable Programs

We even once again served as a location for WIFI Film Festival in partnership with Washburn University on Saturday April 11th. The Washburn International Film Institute Film Festival is a free event designed for the Topeka community. The event included sessions like: Producing with Christian Watkins; Sound Design with Adin Repogle, Screenwriting with Jess Seidel, and Special Effects make Up with Jake Jackson.

Just Around the Corner

Mark your calendars – The Summer Reading Kick Off Celebration will be held on Saturday, May 30th from 10am – noon. Activities will take place in the west parking lot, Claire’s Courtyard & Sunroom, and inside the library as well. Then join us all summer long as we ROAR! Learn more about all the things we are doing this summer at www.tscpl.org/summer

Event Resources News

Space for Our Community

The library is always buzzing with various organizations using our meeting room spaces, but April was particularly busy! Kansas Connections Academy and Kansas E-School used several of our spaces for several days to host their annual state testing. The library also served as the location for the Kansas Judicial Systems “Access to Justice” Summit.

Library Out and About

April was a very busy month for events in our community. Library staff attended 10 events around our community. We attended everything from the Earth Day Celebration at the Zoo to Summer Fest at Washburn University and several other events. Through these events, we engaged with over 1400 people in our community.

Allyson Chard, Jayna McFarland, Ginger Park, Michael Perkins and Karen Watson

High School Students Shadow Staff

Our partnership with the TCALC media class continues to be a fun connection for library staff and the students. When their teacher, Tim Manning, asked if his student, Bernice, could shadow during the making of a social media video, Jayna knew the perfect project they could observe - a local history video set in the Capitol Building. The story was about Willie Lyman, a boy who climbed to the top of the dome while it was under construction, fell 80 feet and survived!



How many 1st graders fit within a dinosaur footprint?

Classroom Connections

As Allyson dives into her role as Communications and Marketing Director she is immersing herself in as many library programs as possible. One of the many programs she experienced was at Tecumseh South Elementary with Dawn to see Classroom Connections in action with an inquisitive group of first graders. The classroom learned so much about dinosaurs, science and art through a wonderful hands-on presentation that was highly interactive and fun for all. The question was officially answered that nine first graders could fit within the footprint of a stegosaurus.

Enter the Gates of Dinosaur Revolution this Summer

Michael has been preparing the entrance props for the Dinosaur Revolution art exhibit for children. Doesn't the flames and stone pillars look realistic? All made of foam board and paper! This is going to be an exhibit to remember!



Allyson Chard, Jayna McFarland, Ginger Park, Michael Perkins and Karen Watson

Going down The Rabbit Hole

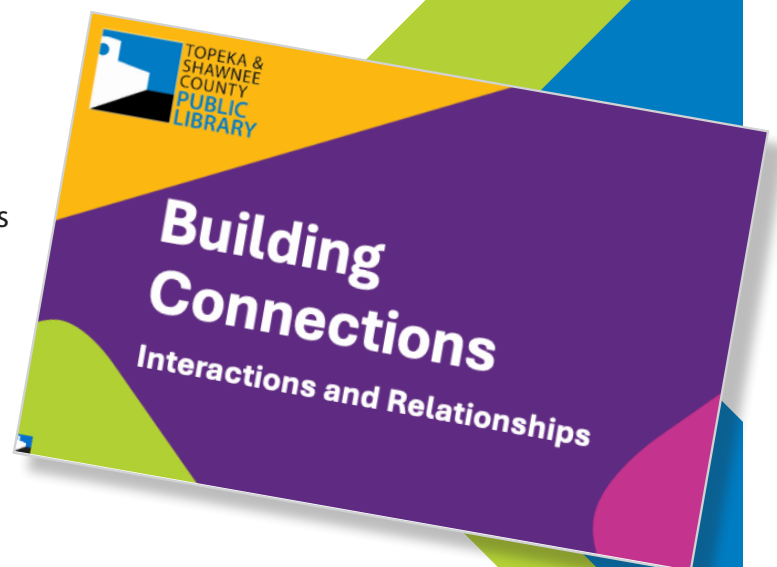
Karen and Brittany (gallery curator) had the opportunity to attend a special tour hosted by NEKLS (Northeast Kansas Library System). The Rabbit Hole museum is a fantastic display of literature come to life. It's an inspirational and magical experience of discovery to see how spaces were created, materials used to build immersive stories for kids of ALL ages. Karen & Brittany walked away with so many ideas on how to enhance gallery exhibits and library spaces. If you haven't visited this museum, it is a highly recommended destination! rabbitholekc.org



Communication is More Than Words

Presentations at Topeka Rescue Mission

Communication is more than words. Our body language, tone of voice and the way we treat others often speaks more loudly than our voices. Good communication skills help us access things we need and manage relationships, but poor communications can escalate our problems. The good news? We can improve our communication skills through self-awareness and a few good tools. Every quarter, Jayna leads two Building Connections sessions at the Topeka Rescue Mission to help those receiving services reframe their social interactions and practice new skills.





Resolution – User Confidentiality Policy

BOARD OF TRUSTEES

May 21, 2026

Be it resolved that the Board of Trustees, Topeka and Shawnee County Public Library, approves the User Confidentiality Policy as presented.

Resolution by _____

Seconded by _____

Resolution passed/failed by a vote of _____

Date _____

User Confidentiality Policy

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The privacy of ~~personally identifiable information provided by an~~ individual's ~~use of the Topeka~~ ~~causing Topeka~~ and Shawnee County Public Library facilities and collections, attendance at Library-sponsored programs, and communications with Library personnel shall be maintained except as required by applicable state and federal law.

The Library shall ~~not~~ ~~neither~~ create ~~and~~ ~~nor~~ -use personally identifiable information records of individuals for purposes beyond those necessary for the efficient operation of Library operations, programs and services, and communication with library users.

The Chief Executive Officer or designee appointed by the Chief Executive ~~Office~~ Officer shall be the legal custodian of all Library records.

Library records ~~regarding an~~ containing personally identifiable information of an individual shall be disclosed only to and upon the request of the individual ~~user~~ at least age 18 ~~or older,~~ or the parent or guardian of an ~~user~~ individual under less than age 18, ~~except to the extent that~~ unless disclosure is required by applicable state or federal law. Any individual may opt out from receiving text communications from the Library by texting "STOP" to cancel, log in to their Library account to update preferences, or speak with Library staff. Personally identifiable information that is withdrawn by the individual and mobile numbers collected through opt-out will not be shared, sold or rented with third parties for marketing purposes.

The Library maintains PCI compliance.

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The Library does not share, give away, disclose, sell, or rent with third parties for marketing credit card information to any person. Accordingly, credit card information will not be retained by the Library following completion of any transaction, which shall be processed at the highest available level of security. The Library may charge processing fees for credit card and debit card transactions.

While the Library will make every effort to keep personally identifiable information confidential and safe, individuals are urged to diligently monitor all transactions containing such information.

Library administrators are delegated the authority to establish guidelines and procedures to enforce this policy.

Revised and Approved: September 21, 2006

Revised and Approved February 16, 2012

Revised and Approved by the Library Board of Trustees, July 15, 2021

Board of Trustees

Topeka and Shawnee County Public Library

Questions

User Confidentiality Policy

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The Library shall neither create nor use personally identifiable information for purposes beyond those necessary for the efficient operation of Library operations, programs and services, and communication with library users.

The Chief Executive Officer or designee appointed by the Chief Executive Officer shall be the legal custodian of all Library records.

Library records containing personally identifiable information of an individual shall be disclosed only to and upon the request of the individual at least age 18, or the parent or guardian of an individual under age 18, unless disclosure is required by applicable state or federal law.

Any individual may opt out from receiving text communications from the Library by texting "STOP" to cancel, log in to their Library account to update preferences, or speak with Library staff. Personally identifiable information that is withdrawn by the individual and mobile numbers collected through opt-out will not be shared, sold or rented with third parties for marketing purposes.

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Board of Trustees

Topeka and Shawnee County Public Library
Questions



Named Recognition Recommendation to the Board of Trustees of the Topeka and Shawnee County Public Library- First Reading

**BOARD OF TRUSTEES
May 21, 2026**

In recognition of their financial gifts and support of the Topeka and Shawnee County Public Library, The Library Foundation, Board of Trustees, and the Chief Executive Officer Marie Pyko recommend that:

Team Room #8 of the collaboration spaces be named the Clayton Wealth Partners Room in honor of a local small business in appreciation for gifts and pledges made in the amount of \$25,000 to be paid from 2026 to 2030; and until such time as the Team Room is no longer used for this purpose.

Pursuant to the "Procedure for Named Recognition" in the "Named Recognition Policy" of the Topeka and Shawnee County Public Library Board of Trustees, this recommendation will appear on the agenda on the May 21, 2026 and June 18, 2026 Board of Trustees with action on the resolution taking place at the June 18, 2026 meeting.

The **Named Recognition Policy** is attached to this document.



Named Recognition Policy

Overview

The Topeka & Shawnee County Public Library (TSCPL) Board of Trustees shall approve the time, place and manner of naming its facilities, assets and programs.

Definitions

“Facilities” include buildings and their public interior spaces, and gardens and major exterior ground spaces owned or leased by TSCPL.

“Assets” include motor vehicles, collections, fixtures, sculptures, and other personal property suitable and appropriate for named recognition.

“Programs” include activities carried out on a perpetual or regular schedule including but not limited to lecture series, summer reading programs, musical performances, book discussion groups, etc.

“Donor(s)” are those individuals or entities who have made financial contributions to The Library Foundation for the benefit of TSCPL.

Eligibility for Named Recognition

Facilities, assets and programs may only be named for individuals and entities of good moral character and reputation in recognition of their outstanding service to TSCPL or financial contributions to the TSCPL.

Procedure for Named Recognition

The Trustees, upon the recommendation of the executive director and with the advice of The Library Foundation Board of Trustees, shall approve the naming of all facilities, assets and programs, including the time, place and manner of the recognition.

The duration of the named recognition shall be specified by the Trustees as in perpetuity, as a stated number of years, as the lifetime of the donor(s), or as the existence of the facility, asset or program. Any recommendation of perpetual named recognition pursuant to this policy must appear on the agenda of two consecutive monthly meetings of the Trustees prior to any action being taken on the recommendation.

The Trustees shall bear the expense of and determine the propriety of the named recognition display, which shall conform to the architectural standards approved by the Trustees. No product logos or commercial signatures shall be included in the design of the named recognition display. Should the name of the recognized individual or entity change during the duration of the recognition, the Library shall not bear the expense of altering the recognition display to reflect the name change. In conjunction with the construction and renovation of TSCPL facilities or the purchase of major assets, the Trustees may approve a private fundraising plan designating the portion(s) of the facilities or asset suitable for named recognition and the amount of financial contribution required for naming, provided however, that the Trustees may reserve some portion of the facilities for recognition without the necessity of a financial contribution.

Effect of Recognition

The grant of named recognition by the Trustees pursuant to this policy confers no property rights or interest upon the donor, individual or entity so recognized, either in law or equity, actual or implied, real, or personal, whether past, present or future. Further, no contribution for the benefit of the TSCPL may be conditioned upon receipt of naming rights by the donor without the express written consent of the Trustees.

The Trustees reserve the right to revoke a prior grant of named recognition whenever compelling reasons or circumstances justify such action.

Nothing herein shall preclude or prevent the Trustees from modifying, changing, renovating or disposing of any TSCPL facility, asset, or program.

Applicable Law

This policy is subject to applicable Kansas and federal statutes and as they may be amended from time-to-time.

Approval

This policy as amended was approved by the Topeka and Shawnee County Public Library Board of Trustees meeting on November 20, 2008.

Approved by the Library Board of Trustees, November 20, 2008

Board of Trustees
Topeka and Shawnee County Public Library

Key Metrics

Net Promoter Score
86.8

End of LY: **86.8**
Difference: **0.0** --
% Change: **0.0%** --

Active Cardholders
71,255

End of LY: **71,331**
Difference: **-76** ▼
% Change: **-0.1%** ▼

Unique Borrowers YTD
28,037

Previous YTD: **26,693**
Difference: **1,344** ▲
% Change: **5.0%** ▲

Door Count YTD
162,670

Previous YTD: **139,131**
Difference YoY: **23,539** ▲
% Change YoY: **16.9%** ▲

First Time Checkouts YTD
197,764

Previous YTD: **196,711**
Difference YoY: **1,053** ▲
% Change YoY: **0.5%** ▲

Digital Checkouts YTD
262,577

Previous YTD: **239,304**
Difference YoY: **23,273** ▲
% Change YoY: **9.7%** ▲

Computers and WiFi

Computer Sessions YTD
29,923

Previous YTD: **26,458**
Difference YoY: **3,465** ▲
% Change YoY: **13.1%** ▲

Avg Session Time YTD
00:58:08

Previous YTD: **00:59:48**
Difference YoY: **-00:01:40** ▼
% Change YoY: **-2.8%** ▼

WiFi Sessions YTD
146,762

Previous YTD: **125,661**
Difference YoY: **21,101** ▲
% Change YoY: **16.8%** ▲

Avg Session Time YTD
00:14:34

Previous YTD: **00:13:48**
Difference YoY: **00:00:46** ▲
% Change YoY: **5.5%** ▲

Other Metrics

Program Attendance YTD
29,820

Previous YTD: **21,220**
Difference YoY: **8,600** ▲
% Change YoY: **40.5%** ▲

Mtg Room Attendance YTD
27,413

Previous YTD: **22,542**
Difference YoY: **4,871** ▲
% Change YoY: **21.6%** ▲

Reference Questions YTD
92,963

Previous YTD: **90,228**
Difference YoY: **2,735** ▲
% Change YoY: **3.0%** ▲

	2026												2025 YTD	% Change	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
Net Promoter Score (NPS)													87.1	88.7	-1.8%
Monthly NPS	87.5	82.1	86.7	88.2									87.1	88.7	-1.8%
Monthly # of Responses	41	28	30	35									134	137	-2.2%
Current NPS	86.8	86.8	86.8	86.8									86.8	86.8	0.0%
GATE COUNT	38,790	39,761	43,914	40,205									162,670	139,131	16.9%
CIRCULATION*															
Main Library															
Circulation Desk & Renewals	32,844	32,735	37,382	37,409									140,370	126,745	10.7%
Interlibrary Loan	1,272	1,134	1,281	1,220									4,907	5,345	-8.2%
Self-Check	37,662	32,437	35,367	32,354									137,820	150,446	-8.4%
Bookmobile	3,535	3,175	3,928	3,884									14,522	14,221	2.1%
TSCPL@Home	4,035	3,609	4,110	3,866									15,620	14,867	5.1%
Red Carpet	5,296	4,258	4,771	4,830									19,155	18,393	4.1%
Digital Downloads	70,417	60,587	66,351	65,222									262,577	239,304	9.7%
Library @ Work / Smartlocker	1,279	1,275	1,355	1,153									5,062	5,474	-7.5%
TOTAL CIRCULATION	156,340	139,210	154,545	149,938	-	-	-	-	-	-	-	-	600,033	574,795	4.4%
* Includes first-time checkouts and renewals															
FIRST-TIME CHECKOUTS	51,891	46,104	51,327	48,442									197,764	196,711	0.5%
CIRCULATION DETAILS															
Print Material	56,402	51,977	58,517	56,463									223,359	217,522	2.7%
Audio/Visual Material	23,947	21,599	23,517	22,458									91,521	95,395	-4.1%
Adult Materials	47,504	42,697	47,078	44,505									181,784	186,808	-2.7%
Children's Materials	24,715	23,580	26,818	26,480									101,593	95,322	6.6%
Young Adult Materials	2,377	2,049	2,558	2,591									9,575	7,913	21.0%
Red Carpet Materials	5,603	5,140	5,470	5,245									21,458	22,728	-5.6%
NEW Patrons															
Topeka / Shawnee County															
Adults	785	622	688	599									2,694	2,520	6.9%
Children (ages 17 and under)	109	151	139	109									508	464	9.5%
Red Carpet Outreach	8	9	7	35									59	39	51.3%
NEKL	40	36	48	42									166	171	-2.9%
Non-Resident	2	1	3	0									6	2	200.0%
Total New Registrations	944	819	885	785	-	-	-	-	-	-	-	-	3,433	3,196	7.4%
PATRONS DELETED	162	147	233	142									684	2,780	-75.4%
Cardholders															
Topeka / Shawnee County															
Adults	72,482	72,888	73,394	73,406									73,406	71,892	2.1%
Children (age 0 - 17)	15,032	15,059	15,033	14,929									14,929	15,092	-1.1%
TSCPL @ School	22,866	22,998	23,025	23,025									23,025	22,519	2.2%
Red Carpet Outreach	1,144	1,157	1,159	1,201									1,201	1,141	5.3%
NEKL	11,027	11,115	11,189	11,307									11,307	11,034	2.5%
Non-Resident	56	56	53	51									51	55	-7.3%
Delinquent	59	39	35	32									32	61	-47.5%
TOTAL CARDHOLDERS	122,666	123,312	123,888	123,951	-	-	-	-	-	-	-	-	123,951	121,794	1.8%
Active Cardholders (Savannah)															

Non-Student Cardholders	62,292	62,788	63,144	63,420									63,420	61,887	2.5%
Student Cardholders	7,970	8,033	7,912	7,835									7,835	9,444	-17.0%
TOTAL ACTIVE CARDHOLDERS	70,262	70,821	71,056	71,255									71,255	71,331	-0.1%

Unique Borrowers															
Physical	6,831	6,673	6,630	6,538									13,189	23,292	-43.4%
Digital	13,050	12,715	12,631	12,697									18,661	24,091	-22.5%
Both	1,608	1,492	1,495	1,388									3,813	7,337	-48.0%
TOTAL UNIQUE BORROWERS	18,273	17,896	17,766	17,847	-	-	-	-	-	-	-	-	28,037	40,046	-30.0%

Holds Satisfied	14,085	12,041	13,240	11,979									51,345	52,368	-2.0%
TOTAL CHECK-IN	49,421	46,832	51,048	50,091									197,392	195,323	1.1%

COLLECTION															
Materials Added	2,961	2,578	2,448	2,692									10,679	11,745	-9.1%
Materials Discarded	3,114	2,209	16,146	2,111									23,580	12,683	85.9%
TOTAL COLLECTION	337,212	337,581	323,883	324,464									324,464	337,365	-3.8%

WEBSITE															
tscpl.org Unique Visitors	54,635	35,210	37,444	61,968									189,257	95,778	97.6%
tscpl.org Total Visits	77,725	54,054	58,544	82,499									272,822	167,761	62.6%
catalog.tscpl Unique Visitors	43,245	59,173	51,696	70,544									224,658	88,497	153.9%
catalog.tscpl Total Visits	77,445	91,490	85,161	106,504									360,600	219,408	64.4%

COMPUTER USE															
Public Computer Sessions	6,831	7,290	8,185	7,617									29,923	26,458	13.1%
Avg Public Computer Session Length (Minutes)	0:56:08	0:57:09	0:58:44	1:00:11									0:58:08	0:59:48	-2.8%
Total Computer Hours	6,391	6,944	8,013	7,641									28,989	26,369	9.9%
Wireless Sessions	31,077	37,053	40,006	38,626									146,762	125,661	16.8%
Avg Wireless Session Length (Minutes)	0:15:00	0:13:00	0:13:00	0:15:00									0:14:34	0:13:48	5.5%
Total Wireless Hours	7,929	8,635	9,315	9,752									35,631	28,911	23.2%
TOTAL HOURS	14,320	15,579	17,328	17,393	-	-	-	-	-	-	-	-	64,620	55,280	16.9%

NOTARY SERVICE (Documents)	127	150	126	170									573	632	-9.3%
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REFERENCE QUESTIONS															
Call Center														16,600	-100.0%
Gallery	353	294	349	438									1,434	1,732	-17.2%
L2TC	7,753	9,693	9,941	11,042									38,429	34,278	12.1%
Movies and Music	1,431	1,746	1,786	1,611									6,574	6,413	2.5%
New Books (was New and Novel)	2,179	2,142	2,420	2,152									8,893	7,671	15.9%
Topeka Room	1,299	1,135	1,365	1,203									5,002	1,680	197.7%
Telephone Reference	518	550	634	745									2,447	-	
LibAnswers	391	370	419	378									1,558	1,814	-14.1%
Circulation Call Center	1,959	1,839	2,136	2,128									8,062	-	N/A
Youth Services	4,939	4,836	6,130	4,659									20,564	20,040	2.6%
TOTAL REFERENCE QUESTIONS	20,822	22,605	25,180	24,356	0	0	0	0	0	0	0	0	92,963	90,228	3.0%

MEETING ROOMS															
Meeting Room Bookings	484	519	576	561									2,140	1,946	10.0%
Team Room Bookings	802	887	1,026	970									3,685	3,445	7.0%
L2TC Bookings	691	814	874	846									3,225	2,935	9.9%
Total Meeting Room Hours Booked	4,524	5,171	5,687	5,507									20,889	19,809	5.5%
TOTAL MEETING ROOM ATTENDANCE	6,743	5,951	6,743	7,976									27,413	22,542	21.6%

LEARN & PLAY BUS VISITS	67	61	118	82									328	302	8.6%
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PROGRAM ATTENDANCE

Adult - General	1,661	1,238	933	1,910									5,742	3,733	53.8%
Adult Outreach	81	256	223	222									782	2	39000.0%
Early Learners (0-5)	689	1,090	858	1,233									3,870	2,814	37.5%
Early Learner Outreach	2,316	2,272	2,182	2,041									8,811	8,250	6.8%
Kids (6-11)	264	273	2,276	262									3,075	1,417	117.0%
Kids Outreach	2,016	1,416	970	2,155									6,557	4,299	52.5%
Teens (12-18)	164	246	287	286									983	705	39.4%
Teen Outreach	0	0	0	0									0	0	N/A
TOTAL	7,191	6,791	7,729	8,109	-	-	-	-	-	-	-	-	29,820	21,220	40.5%
Tours & Community Events	194	538	254	1,696									2,682	0	N/A
TOTAL PROGRAM ATTENDANCE	7,385	7,329	7,983	9,805	-	-	-	-	-	-	-	-	32,502	0	N/A
GALLERY ATTENDANCE	3,509	2,008	4,291	2,350									12,158	8,178	48.7%
DOLLY PARTON ENROLLMENT	5,569	5,507	5,485	5,492									5,492	5,653	-2.8%

CIRCULATION DETAILS															
Print Material															
Adult Fiction	12,644	11,183	12,463	12,036									48,326	48,995	-1.4%
Adult Nonfiction	13,065	11,672	13,039	12,135									49,911	51,384	-2.9%
Juvenile Fiction	17,926	16,687	18,853	19,031									72,497	66,890	8.4%
Juvenile Nonfiction	4,197	4,506	5,159	4,762									18,624	16,359	13.8%
Magazines	593	743	982	671									2,989	3,282	-8.9%
RC Print Materials	5,487	5,051	5,360	5,106									21,004	22,349	-6.0%
RC Realia	116	89	110	139									454	379	19.8%
YA Print Materials	2,374	2,046	2,551	2,583									9,554	7,884	21.2%
PRINT CIRCULATION	56,402	51,977	58,517	56,463	-	-	-	-	-	-	-	-	223,359	217,522	2.7%
Audio / Visual Material															
MiFi Hotspots	150	110	110	100									470	146	221.9%
Adult Audiobooks	999	974	942	978									3,893	4,140	-6.0%
Adult Music	1,921	2,083	2,137	1,864									8,005	7,708	3.9%
Adult Videos / DVDs	18,282	16,042	17,515	16,821									68,660	71,299	-3.7%
Juvenile Audiobooks	214	244	296	282									1,036	706	46.7%
Juvenile Music	36	36	62	57									191	312	-38.8%
Juvenile Videos / DVDs	2,342	2,107	2,448	2,348									9,245	11,055	-16.4%
YA AV	3	3	7	8									21	29	-27.6%
A/V CIRCULATION	23,947	21,599	23,517	22,458	-	-	-	-	-	-	-	-	91,051	95,249	-4.4%
Adult Material															
Adult Fiction	12,644	11,183	12,463	12,036	-	-	-	-	-	-	-	-	48,326	48,995	-1.4%
Magazines	593	743	982	671	-	-	-	-	-	-	-	-	2,989	3,282	-8.9%
Adult Audiobooks	999	974	942	978	-	-	-	-	-	-	-	-	3,893	4,140	-6.0%
Adult Music	1,921	2,083	2,137	1,864	-	-	-	-	-	-	-	-	8,005	7,708	3.9%
Adult Videos / DVDs	18,282	16,042	17,515	16,821	-	-	-	-	-	-	-	-	68,660	71,299	-3.7%
ADULT CIRCULATION	47,504	42,697	47,078	44,505	-	-	-	-	-	-	-	-	181,784	186,808	-2.7%
Juvenile Material															
Juvenile Fiction	17,926	16,687	18,853	19,031	-	-	-	-	-	-	-	-	72,497	66,890	8.4%
Juvenile Nonfiction	4,197	4,506	5,159	4,762	-	-	-	-	-	-	-	-	18,624	16,359	13.8%
Juvenile Audiobooks	214	244	296	282	-	-	-	-	-	-	-	-	1,036	706	46.7%
Juvenile Music	36	36	62	57	-	-	-	-	-	-	-	-	191	312	-38.8%
Juvenile Videos / DVDs	2,342	2,107	2,448	2,348	-	-	-	-	-	-	-	-	9,245	11,055	-16.4%
JUVENILE CIRCULATION	24,715	23,580	26,818	26,480	-	-	-	-	-	-	-	-	101,593	95,322	6.6%
Red Carpet Material															
RC Print Materials	5,487	5,051	5,360	5,106	-	-	-	-	-	-	-	-	21,004	22,349	-6.0%
RC Realia	116	89	110	139	-	-	-	-	-	-	-	-	454	379	19.8%
RED CARPET CIRCULATION	5,603	5,140	5,470	5,245	-	-	-	-	-	-	-	-	21,458	22,728	-5.6%
Young Adult Material															
YA Print Materials	2,374	2,046	2,551	2,583	-	-	-	-	-	-	-	-	9,554	7,884	21.2%
YA AV	3	3	7	8	-	-	-	-	-	-	-	-	21	29	-27.6%
YOUNG ADULT CIRCULATION	2,377	2,049	2,558	2,591	-	-	-	-	-	-	-	-	9,575	7,913	21.0%
Digital Downloads															
Overdrive	51,323	45,399	50,255	48,456									195,433	176,804	10.5%
Hoopla	17,884	13,907	14,521	15,494									61,806	57,405	7.7%
Flipster	409	430	440	297									1,576	2,011	-21.6%
Kanopy	801	851	1,135	975									3,762	3,084	22.0%
DIGITAL DOWNLOADS	70,417	60,587	66,351	65,222	-	-	-	-	-	-	-	-	262,577	239,304	9.7%
Adult ebook Fiction	20,710	15,342	18,392	17,458									71,902	73,471	-2.1%
Adult ebook Nonfiction	3,742	2,326	3,285	3,052									12,405	14,760	-16.0%
Adult digital audiobooks	34,552	18,469	30,448	30,374									113,843	104,568	8.9%
Juvenile ebook Fiction	1,670	1,199	1,607	1,532									6,008	7,673	-21.7%
Juvenile ebook Nonfiction	301	153	262	216									932	1,245	-25.1%
Juvenile digital audiobooks	2,481	1,362	2,424	2,312									8,579	9,233	-7.1%
Young Adult ebook Fiction	1,332	1,166	1,265	1,202									4,965	7,149	-30.5%
Young Adult ebook Nonfiction	28	27	21	18									94	97	-3.1%

Young Adult digital audiobooks	2,122	1,867	2,014	1,996									7,999	8,075	-0.9%
DIGITAL CIRCULATION DETAILS	66,938	41,911	59,718	58,160	-	-	-	-	-	-	-	-	226,727	226,271	0.2%