NWKLS
2019
Annual Report
NorWest Passage
## Contents

About................................................................................................. 3

System Governance and Organization...... 3

Member Libraries................................................................. 4

Public Libraries............................................................... 4

School Libraries .............................................................. 4

Academic Libraries......................................................... 5

Special Libraries............................................................. 5

Norton Correctional Facility Library ........... 5

Non-Tax Supported Club Libraries ............ 5

Community Book Deposits.......................... 5

Contracting Libraries....................................................... 5

Services..................................................................................... 6

Acquisitions ...................................................................... 6

Cataloging ......................................................................... 6

Collections and Kits ..................................................... 6

Consulting ......................................................................... 7

Library Education ......................................................... 7

Digital Collection ......................................................... 8

Grants to Member Libraries........................... 8

Interlibrary Loan ......................................................... 9

Kansas Library Express Courier............... 9

Regional Storytime & Author Visit ............ 9

Rotation .......................................................................... 10

Staff Professional Development ................. 10

Statewide Participation ............................... 12

Technology ................................................................. 12

Services through partnerships ................. 14

6 by 6: Ready to Read ................................. 14

Collaborative Summer Library Program ... 14
Kansas Library Association .......................15
KHC TALK Collection ...............................15
StoryWalk® ............................................15
Sunflower eLibrary Administration ..............16
Talking Books Outreach and Consulting Services ...........................................16
Financial Report ......................................17
County Disbursements ..............................17
General Fund Budget and Expenditures ....18
Employee Benefit Fund Budget and Expenditures ............................................19
System Staff Members ......................... 20
Mission
The mission of the Northwest Kansas Library System is to provide services to member libraries and those areas not served by a local library.

Vision
The Northwest Kansas Library System will lead the quest for information sharing through innovative services and technology for member libraries.

System Governance and Organization

*Full System Board is comprised of 47-member library representatives and 10-county appointees.

The Full System Board meets once a year on the 2nd Wednesday of August to hold the Budget Hearing, and approve the budget, strategic plan, board officers, and any amendments to the system bylaws.

The Executive Committee meets once a month on the 2nd Wednesday of each month to conduct regular business.

For more information about member terms, selection of representatives, and to see board documents, go to—nwkls.org
MEMBER LIBRARIES

Public Libraries
Almena City Library (Norton County)
Bird City Public Library (Cheyenne County)
Goodland Public Library (Sherman County)
Gove City Library (Gove County)
Grainfield City Library (Gove County)
Jay Johnson Public Library (Gove County)
Jennings City Library (Decatur County)
Lenora Public Library (Norton County)
Moore Family Library (Gove County)
Norcatur Public Library (Decatur County)
Norton Public Library (Norton County)
Oakley Public Library (Logan County)
Oberlin City Library (Decatur County)
Pioneer Memorial Library (Thomas County)
Selden Public Library (Sheridan County)
Sharon Springs Public Library (Wallace County)
Sheridan County Library (Sheridan County)
St. Francis Public Library (Cheyenne County)
WaKeeney Public Library (Trego County)

School Libraries
Heartland Christian School Library
Sacred Heart School Library
St. Joseph School
USD 103 (Cheylin)
USD 208 (Trego)
USD 211 (Norton)
USD 212 (Northern Valley)
USD 241 (Wallace County)
USD 242 (Weskan)
USD 274 (Oakley)
USD 275 (Triplains)
USD 291 (Grinnell)
USD 292 (Wheatland)
USD 293 (Quinter)
USD 294 (Decatur)
USD 297 (St. Francis)
USD 314 (Brewster)
USD 315 (Colby)
USD 316 (Golden Plains)
USD 352 (Goodland)
USD 412 (Hoxie)

**Academic Libraries**
Colby Community College—H. F. Davis Memorial Library
Northwest Kansas Technical College Library

**Special Libraries**
Northwest Kansas Groundwater Management
Norton Correctional Facility Library
Sheridan County Health Complex
Trego County Hospital

**Non-Tax Supported Club Libraries**
Northwest Kansas Heritage Center

**Community Book Deposits**
Rexford (Seniors in Action Center)
Wallace (Ft. Wallace Museum)
Weskan (Wallace County Coop)

**Contracting Libraries**
Graham County Library
Atwood Public Library
SERVICES

Acquisitions
Member libraries may choose to purchase print books and audio books through the NWKLS Ingram account. By purchasing through the system, member libraries can save 58-40% off their purchase and receive free shipping. Member libraries also get the option to have books arrive processed with covers on dust jackets for hardback books and laminated covers for paperback books.

In addition to print books and audio books, member libraries may choose to purchase computers and electronic equipment through the NWKLS. The System utilizes GovConnection for most electronic equipment.

NWKLS also keeps an inventory of library supplies that may be purchased by members at cost. Member libraries may also order library supplies through the System that are not included in our inventory. The System utilizes Demco for library supply purchases.

Cataloging
All materials cataloged through NWKLS are available statewide through the local online catalog or the Kansas Library Catalog. There was a total of 136 items cataloged for public libraries, 49 for a school library, 1,540 for NWKLS, and 294 for Humanities Kansas. Total items cataloged by NWKLS was 2,019.

These Cataloging services are offered to our member libraries at no charge.

Collections and Kits
The BPH Collection contains large or larger print books, audiobooks, and videos that are sent to Care Facilities in kits. These kits also contain magnifying glasses, CD players, and other items.

The You Try-It! Kits contain everything a library will need to host a teen program. Current kits offer laser tag, board games, Xbox, PlayStation, Wii, Movie Night, Lego® Building, Art, Geocaching, and Science.

35 You Try-It! Kits circulated to libraries across the state and region.
Consulting

NWKLS personnel assist librarians, trustees, community members, and public officials with all aspects of librarianship. Staff members are available for consultation by email, telephone during regular service hours, and site visits as scheduled. New librarians receive an orientation to system services and library procedures with follow-up sessions as needed.

Areas of consultation include Library Development and Administration (For Public, Academic, and Special Libraries), Children and Youth Services, School Library, Talking Books, Grant Writing, and Technology.

Consultants and staff made 318 on-site visits; participated in one library weeding project; assisted one library packing their collection and moving it to another location; moved stacks in one library; assisted one library with inventorying; moved shelving and rearranged in one library; offered one local and three area trustee trainings; assisted one library with QuickBooks issues; assisted one library with an online catalog migration. Staff also assisted with writing grants for member libraries as well as writing letters of support.

Library Education

To accomplish the mission of extending and improving library service in the region, NWKLS plans a program of library education events to support networking, discussion, sharing, and training of member library personnel, trustees, and volunteers. NWKLS also participates in and supports all statewide professional development events.

NWKLS hosted the following events:
- Annual Summer Reading Workshop
- Family Engagement Workshop
- Grant Writing Workshop
- Full System Retreat
- Sensory Workshop
- Three Trustee Training Workshops

Professional Development Events that NWKLS supported:
- KLA Legislative Day
- Physiological Basis of Learning
- Annual KLA Conference
- Applied Public Library Education
- Kansas Association of School Libraries District VI Workshop

The total attendance at NWKLS Library Education events was: 160
Digital Collection

NWKLS provides Member libraries with two digital collections free of charge: Sunflower eLibrary powered by Rakuten OverDrive, which offers a collection of eBooks, digital audiobooks, music, and videos that are mostly one copy one checkout; and Hoopla powered by Midwest Tape, which offers a collection of eBooks, digital audiobooks, music, digital video, and e-comics that are simultaneous checkout cost-per-circulation. NWKLS also support the State Library of Kansas digital collections and databases.

Member Library Participation
- Sunflower eLibrary-16 Public Libraries
- Hoopla-17 Public Libraries

Usage of Digital Collections
- **Sunflower eLibrary** ($15,000)-11,574 eBooks, 6,552 Audiobooks, & 9 Videos (Total Items Circulated 18,135) 21% Increase from 2018
- **Hoopla** ($22,000)-555 Music Albums, 930 Movies, 5,889 Audiobooks, 2,915 eBooks, 243 Comics, & 353 TV Shows (Total Items Circulated 10,885) 28% Increase from 2018

Grants to Member Libraries

NWKLS offers three different incentive grants that are available to all system member libraries and one for member school libraries:

Collection Development/Technology Grant (New Items or Technology)
Four Member Public Libraries and One Member Academic Library Received $7,727

Continuing Education Grant (Attending Library Oriented Training)
Eight Member Librarians Received $5,259.77

Programming Grant (Storytime or Special Program)
Five Member Public Libraries Received $2,191

William Allen White Grant (Attending William Allen White Ceremony)
Three Member School Libraries Received $2,680
Regional Library Systems were formed to provide support for libraries and to provide barrier free service to Kansans outside of a library taxing districts. To do this, NWKLS offers a direct grant for public libraries, which is the System Services Grant.

**Member Public Libraries received $70,200 in System Services Grants.**

### Interlibrary Loan

NWKLS supports and participates in interlibrary loan through the Kansas Library Catalog (KLC) and WorldShare. WorldShare, an interlibrary loan service provided by OCLC. This service is used to borrow items from across the country if they are not available in Kansas. In 2019, the System transferred the WorldShare subscription to H.F. Davis Memorial Library at Colby Community College. Most of the requests for interlibrary loan on WorldShare came from the college and they will continue to provide this service to NWKLS Member Libraries.

**Kansas Library Catalog**
- Items Loaned: 255
- Items Borrowed: 8

**WorldShare**

#### Regional Participation
- Library Primary Stops: 19
- Library Secondary Stops: 15
- Items Sent by Libraries: 25,362

#### Cost
- Libraries: $4,250
- NWKLS Grants: $13,600
- NWKLS Stop: $3,400
- Total Cost: $21,250

- Per item: $0.83
- Compared to USPS Postage: $2.66 per item + $0.50 per pound after the first.

Goodland Public Library receives courier service free of charge because they are the connecting link between Colorado and Kansas.

### Regional Storytime & Author Visit

NWKLS staff provide storytimes for member library patrons as requested. Author presentations are held at various public and school libraries across the region.

**Storytimes**
- I Public Library
- Total Attendance: 45

**Author Visit (Derek Anderson)**
- School Libraries: 2
- Public Library: 1
- Total Attendance: 577
Rotation

The System operates a rotation van that delivers a collection of library materials, including books, audiobooks, videos, and console games for local library circulation. The rotation van visits public libraries, academic libraries, and book drops every two months.

NWKLS also offers a School Library Rotation, which is a small collection of award books and current reading materials, sent on the rotation van.

Staff Members carried approximately 40.04 tons of materials.

The Rotation Van traveled approximately 7,470 miles.

Every year NWKLS pulls rotation materials that are older than four years and places those materials in a giveaway collection that is made available to member libraries. Member libraries may take what they want from that collection free of charge.

Staff Professional Development

To provide quality services to member libraries, the system must employ and continue to educate highly qualified professionals. To this end, NWKLS encourages staff members to attend/present at the annual KLA Conference; larger, out-of-state conferences; webinars; and offer workshop sessions at system events. Staff members are encouraged to join state and national library associations and participate in committees and roundtables.

Community Presentations
Digital Resource Training-offered by one staff member
Oakley Head Start Session-offered by one staff member
Oberlin Head Start Session-offered by one staff member
Quinter Head Start Session-offered by one staff member
Tour of NWKLS Office for the Mid-Century General Federation of Women’s Clubs
Tour of NWKLS Office for Southwest Kansas Library System

**Informational Booths**
Almena Craft Fair-booth worked by one staff member
Sherman County Health Fair-booth worked by two staff members
Wallace County Health Fair-booth worked by two staff members

**Informational Meetings**
Kansas Library Association Legislative Day-attended by four staff members

**Volunteer Opportunities**
Kiwanis Membership and Participation
Nex-Generation Intern Site-one intern worked at NWKLS
OK Kids Day Participant
StoryWalk® Partnership with Prairie Dog State Park
William Allen White Ceremony-one staff member

**Conference/Meeting Sessions Offered**
ApPLE-one staff offered one session
Kansas Association of School Librarians District VI Workshop Session-offered by one staff member
Various sessions at NWKLS CE events

**NWKLS Staff Conference/CE attendance**
American Library Association Conference-three staff member
Association of Rural and Small Libraries Conference-three staff members
Health Insurance Meeting-two staff members
Kansas Interlibrary Loan Workshop-two staff members
Kansas Library Association Conference-six staff members & six member librarians
Kansas Municipal Services Budget Workshop-two staff members
Nex-Tech Tech Edge Conference-five staff members
QuickBooks Training by Washburn University-one staff member
Rural & Independent Innovators Conference-one staff member
Various Webinars: Budget. (3) Cataloging, Census Regional Symposium, Fighting the Cuts 2019, Girls Who Code, Health Insurance, (2) KPERS, and Virtual Library Conference
Statewide Participation
NWKLS Staff are encouraged to participate in statewide organizations and meetings to represent the needs of member libraries across the state and to support professional development in staff.

NWKLS staff participate in:
Blind and Physically Handicapped Group (BPH), Kansas Association of School Libraries (KASL), Kansas Interlibrary Loan Group, Kansas Library Association (KLA), Kansas Library Association Governmental Affairs Committee (GAC), Kansas Library Children and Youth Consultants (KLCY), Kansas Library Express Courier Policy Committee, Norton Kiwanis Club, State Library of Kansas Board, Sunflower eLibrary Administrators, System Administrators Group (SAG), System Consultants Group (SYSCON), System Technology Consultants Group.

NWKLS staff also participated in the updating of the Kanas Public Library Trustee Manual, the Kansas Public Library Handbook, and the Kansas Public Library Standards.

Technology
In addition to technology consulting, member libraries also receive support in repairing, upgrading, or replacing equipment and software. NWKLS provides Cisco Umbrella Filtering Software, Faronics Anti-Virus Software, and Deep Freeze Computer Locking Software free of charge to member libraries, and utilizes Log Me In, remote access software, to update and repair computers. Member libraries also receive the Microsoft Suite of products free of charge through a licensing agreement.

Cisco Umbrella-$2,890.80
Faronics Anti-Virus & Deep Freeze-$5,936.55
LogMeIn-$3,999.99
Office 365-$2,328

E-Rate is the Universal Service Program for Schools and Libraries and provides funds to discount digital technologies and connectivity. NWKLS provides E-Rate support to member libraries through e-Rate Solutions. These services are available to member libraries at a nominal fee.

Five Public Libraries Participated $14,319.66 in Savings
Cost: NWKLS $1204.40—Library $148.85 Total: $1353.25

NWKLS has a regional initiative that provides WordPress Blog websites for 19 member libraries (Free of Charge). These sites are hosted locally by Nex-Tech.

Hosting Cost: $1,440      WordFence Website Security: $269.00
Member Libraries may receive EnvisionWare Computer Management Software free of charge.

**EnvisionWare**
- 11 Participating Libraries
- NWKLS Cost: $1,632.85

Member Libraries that participate in the Auto-Graphics Verso Consortium receive the CILL Module. This module integrates Interlibrary Loan processes in the current library automation software.

**CILL**
- 18 Participating Libraries
- NWKLS Cost: $2,700

NWKLS purchases motion picture public performance licenses for member libraries. These licenses allow public libraries to legally show motion pictures in their facilities. Additionally, NWKLS will also purchase outdoor performance licenses free of charge.

19 Member Public Libraries and One School Library participate at a cost of $2,959.84.
SERVICES THROUGH PARTNERSHIPS

6 by 6: Ready to Read

6 by 6: Ready to Read is a statewide initiative tasked to support libraries in their efforts to have every child reading at the fourth-grade level by fourth grade. NWKLS participates in this program by providing community presentations, attending preschool screenings, and developing local partnerships. Additionally, NWKLS houses a collection of 6 by 6: Ready to Read Activity Kits that are made available statewide through interlibrary loan.

NWKLS circulated 127 large and medium kits and backpacks across the region and state.

Collaborative Summer Library Program

NWKLS in partnership with the other six Regional Library Systems and the State Library of Kansas supports the Collaborative Summer Library Program in Kansas. Through this partnership, the Regional Library Systems receive a Library Services and Technology Act Grant from the State Library of Kansas, which funds a summer library program workshop presenter for each region; membership to the Collaborative Summer Library Program, which offers a summer library program manual, theme, and materials; and a limited number of summer library program materials free of charge.

NWKLS contributed an additional $1,795 for the regional support of the Collaborative Summer Library Program.

19 Member Libraries Participated

Number of Participants in Reading Programs:
511 Early Literacy Children
645 School Age Children
119 Young Adults
261 Adults

Summer Library Program Events
390 Early Literacy Events with 5,022 Attending
410 School Age Events with 5,460 Attending
248 Young Adult Events with 2,805 Attending
81 Adult Events 1,966 Attending
Kansas Library Association

NWKLS Executive Committee contracts with the Kansas Library Association (KLA) to perform the duties of the Executive Secretary. NWKLS staff do the bookkeeping, maintain the membership records, and support conference activities for an annual fee. The fee is based on the number of hours spent completing the KLA Executive Secretary duties. Additionally, the KLA office now resides in Norton, Kansas, with bank accounts, insurance, and other services transferred locally.

**Processed 826 Memberships**
**Resolved 167 Membership and General Questions via Email**
**Resolved Membership and General Questions via Phone**
**Received Payments and Paid Bills**
**Provided Monthly Financial Reports**
**Tracked Budgets for KLA, Conference, and Sections**

**Setup Registration for two Conferences**
**Processed 605 Conference Registrations**
**Resolved 173 Registrant Questions via Email**
**Resolved Registrants Questions via Phone**

KHC TALK Collection

NWKLS developed a partnership with the Kansas Humanities Council to house, expedite requests for, ship, receive, and replace materials in the TALK Book Collection. TALK Book materials ship via Kansas Library Express when possible or through USPS or UPS.

NWKLS circulated 3,028 TALK Books across the state. There were 32 participants that included public libraries, school libraries, retirement facilities, colleges, and correctional facilities. Three Member Public Libraries and one Member School Library utilized 262 TALK Books. Most of these books were sent via Kansas Library Express Courier, which provides the Kansas Humanities Council with savings, and supports greater utilization of a service to which we subscribe.

**StoryWalk®

NWKLS in partnership with Prairie Dog State Park maintains a permanent StoryWalk® located on the park’s nature/hiking trail. NWKLS provides a new book monthly, which has been separated, mounted on poster board, and laminated.**
Member Libraries may host a StoryWalk® utilizing the NWKLS portable, aluminum display cases along with a book of their choice provided free of charge. The display cases have rods at the ends of the legs that can be driven into the ground, and the library will have enough cases to display the entire picture book.

**Sunflower eLibrary Administration**

Sunflower eLibrary is a statewide consortium of libraries that purchase and maintain a collection of eBooks, digital audiobooks, music, and videos that are mostly one copy one checkout. The platform is powered by Rakuten OverDrive.

NWKLS has been the statewide administrator for this consortium for four years. As administrators, we coordinate some of the purchasing for the consortium, assist librarians in purchasing, track holds and usage, work with Rakuten OverDrive staff to correct issues, and advocate for the consortium.

**Talking Books Outreach and Consulting Services**

NWKLS, in partnership with the State Library of Kansas and the Library of Congress, provides Talking Books Outreach and Consulting Services. NWKLS provides prompt, accurate, personalized support and access to books and magazines in Braille and audio formats, along with the required playback equipment. These services are free of charge to any Kansas resident unable to use standard print due to visual or other physical impairment. Furthermore, NWKLS continues to form new partnerships with community organizations and offer community presentations on Talking Books Services.

- **669 Digital Downloads**
- **20 New Patrons**
- **203 Patron Contacts**
- **25 Presentations**
FINANCIAL REPORT

County Disbursements

Cheyenne County
General Fund--$ 45,083.71
Employee Benefit--$ 6,915.80
Total--$ 51,999.51

Decatur County
General Fund--$ 54,524.89
Employee Benefit--$ 8,380.90
Total--$ 62,905.79

Gove County
General Fund--$ 67,030.47
Employee Benefit--$ 10,298.49
Total--$ 77,328.96

Logan County
General Fund--$ 55,308.89
Employee Benefit--$ 8,501.92
Total--$ 63,810.81

Norton County
General Fund--$ 51,486.52
Employee Benefit--$ 7,908.96
Total--$ 59,395.48

Sheridan County
General Fund--$ 61,058.56
Employee Benefit--$ 9,374.32
Total--$ 70,432.88

Sherman County
General Fund--$ 73,434.64
Employee Benefit--$ 11,278.33
Total--$ 84,712.97

Thomas County
General Fund--$ 92,376.88
Employee Benefit--$ 14,176.67
Total--$ 106,553.55

Trego County
General Fund--$ 49,891.98
Employee Benefit--$ 7,666.20
Total--$ 57,558.18

Wallace County
General Fund--$ 39,019.38
Employee Benefit--$ 5,996.15
Total--$ 45,015.53

General Fund Total--$589,215.92
Employee Benefit Total--$90,497.74

*Totals include Ad Valorem, Motor Vehicle, Delinquent, Commercial, RV, Boat, and 16/20.
## General Fund Budget and Expenditures

<table>
<thead>
<tr>
<th>Income</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Tax</td>
<td>$591,270</td>
<td>$589,216</td>
<td>-$2,054</td>
</tr>
<tr>
<td>Carryover</td>
<td>$12,000</td>
<td>$16,411</td>
<td>$4,411</td>
</tr>
<tr>
<td>Other</td>
<td>$0</td>
<td>$519</td>
<td>$519</td>
</tr>
<tr>
<td>Cancelled Enc.</td>
<td>$1,000</td>
<td>$2,117</td>
<td>$1,117</td>
</tr>
<tr>
<td>Interest</td>
<td>$1,000</td>
<td>$2,117</td>
<td>$1,117</td>
</tr>
<tr>
<td>Grants</td>
<td>$0</td>
<td>$519</td>
<td>$519</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$604,270</td>
<td>$608,262</td>
<td>$3,992</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bibliographic Services</td>
<td>$4,000</td>
<td>$6,196</td>
<td>$2,196</td>
</tr>
<tr>
<td>Contract. Services</td>
<td>$3,500</td>
<td>$3,000</td>
<td>-$500</td>
</tr>
<tr>
<td>Building Maintenance</td>
<td>$2,500</td>
<td>$1,906</td>
<td>-$594</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>$3,500</td>
<td>$318</td>
<td>-$3,182</td>
</tr>
<tr>
<td>Insurance</td>
<td>$9,500</td>
<td>$9,866</td>
<td>$366</td>
</tr>
<tr>
<td>Building Utilities</td>
<td>$7,500</td>
<td>$6,888</td>
<td>-$612</td>
</tr>
<tr>
<td>Building Rent</td>
<td>$12,500</td>
<td>$12,204</td>
<td>-$296</td>
</tr>
<tr>
<td>Required Fees</td>
<td>$6,500</td>
<td>$5,948</td>
<td>-$552</td>
</tr>
<tr>
<td>Postage</td>
<td>$6,500</td>
<td>$6,107</td>
<td>-$393</td>
</tr>
<tr>
<td>Printing/Copying</td>
<td>$5,000</td>
<td>$5,263</td>
<td>$263</td>
</tr>
<tr>
<td>Supplies</td>
<td>$6,000</td>
<td>$5,377</td>
<td>-$623</td>
</tr>
<tr>
<td>Telephone</td>
<td>$3,000</td>
<td>$2,667</td>
<td>-$333</td>
</tr>
<tr>
<td>Subscriptions</td>
<td>$15,000</td>
<td>$23,892</td>
<td>$8,892</td>
</tr>
<tr>
<td>Audio-visual</td>
<td>$11,000</td>
<td>$12,717</td>
<td>$1,717</td>
</tr>
<tr>
<td>Books</td>
<td>$28,000</td>
<td>$27,419</td>
<td>-$581</td>
</tr>
<tr>
<td>E-Books</td>
<td>$15,000</td>
<td>$13,100</td>
<td>-$1,900</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>$3,000</td>
<td>$2,603</td>
<td>-$397</td>
</tr>
<tr>
<td>Software</td>
<td>$21,000</td>
<td>$20,620</td>
<td>-$380</td>
</tr>
<tr>
<td>Computer Support</td>
<td>$5,000</td>
<td>$4,243</td>
<td>-$757</td>
</tr>
<tr>
<td>KPERS</td>
<td>$16,000</td>
<td>$13,118</td>
<td>-$2,882</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$35,000</td>
<td>$14,642</td>
<td>-$20,358</td>
</tr>
<tr>
<td>Social Security</td>
<td>$2,000</td>
<td>$1,477</td>
<td>-$523</td>
</tr>
<tr>
<td>KS Employment Security</td>
<td>$2,200</td>
<td>$1,320</td>
<td>-$880</td>
</tr>
<tr>
<td>Salary/Wages</td>
<td>$256,100</td>
<td>$232,392</td>
<td>-$23,708</td>
</tr>
<tr>
<td>Travel</td>
<td>$28,000</td>
<td>$39,004</td>
<td>$11,004</td>
</tr>
<tr>
<td>Workshops</td>
<td>$6,000</td>
<td>$10,227</td>
<td>$4,227</td>
</tr>
<tr>
<td>Continuing Education</td>
<td>$8,000</td>
<td>$6,747</td>
<td>-$1,253</td>
</tr>
<tr>
<td>Capital Expense</td>
<td>$2,170</td>
<td>$10,661</td>
<td>$8,491</td>
</tr>
<tr>
<td>Grants</td>
<td>$80,800</td>
<td>$93,577</td>
<td>$12,777</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$604,270</td>
<td>$593,499</td>
<td>-$10,771</td>
</tr>
</tbody>
</table>
# Employee Benefit Fund Budget and Expenditures

<table>
<thead>
<tr>
<th>Income</th>
<th>Budget</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Tax</td>
<td>$89,200</td>
<td>$90,498</td>
</tr>
<tr>
<td>Carryover</td>
<td>$3,000</td>
<td>$6,087</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>$92,200</td>
<td>$96,585</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Budget</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>KPERS</td>
<td>$14,000</td>
<td>$13,479</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$58,200</td>
<td>$58,200</td>
</tr>
<tr>
<td>Social Security</td>
<td>$20,000</td>
<td>$18,906</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td>$92,200</td>
<td>$90,585</td>
</tr>
<tr>
<td>Name</td>
<td>Position</td>
<td>Email</td>
</tr>
<tr>
<td>--------------------</td>
<td>----------------------------------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>George Seamon Jr</td>
<td>Director/Library Development</td>
<td><a href="mailto:director@nwkls.org">director@nwkls.org</a></td>
</tr>
<tr>
<td>Mary Boller</td>
<td>Youth Services/School Library &amp; Talking Books Consultant</td>
<td><a href="mailto:tbook@nwkls.org">tbook@nwkls.org</a></td>
</tr>
<tr>
<td>Dave Fischer</td>
<td>Technology Consultant</td>
<td><a href="mailto:technology@nwkls.org">technology@nwkls.org</a></td>
</tr>
<tr>
<td>Alice Evans</td>
<td>Business Manager/Bookkeeper</td>
<td><a href="mailto:business@nwkls.org">business@nwkls.org</a></td>
</tr>
<tr>
<td>Kama Mandl</td>
<td>Cataloging/Acquisitions &amp; TALK Coordinator</td>
<td><a href="mailto:talk@nwkls.org">talk@nwkls.org</a></td>
</tr>
<tr>
<td>Jennifer Mapes</td>
<td>Rotation/Shipping &amp; Receiving</td>
<td><a href="mailto:rotation@nwkls.org">rotation@nwkls.org</a></td>
</tr>
<tr>
<td>Heather Frew</td>
<td>Interlibrary Loan &amp; Administrative Assistant</td>
<td><a href="mailto:ill@nwkls.org">ill@nwkls.org</a></td>
</tr>
<tr>
<td>Crystal Anderson</td>
<td>Librarian Assistant</td>
<td><a href="mailto:staff@nwkls.org">staff@nwkls.org</a></td>
</tr>
</tbody>
</table>