Agenda
Topeka and Shawnee County Public Library
Board of Trustees
January 17, 2008 – 4:00 p.m.
Menninger Room

Call to Order

Public Comment

Approval of December Board Meeting Minutes

Director of Finance Report – Nancy Watkins

Financial Reports
- Treasurer's Report – Nancy Watkins
- Financial Reports - **Action Item**

Friends of TSCPL –Dottie Harder, Board Chair

The Library Foundation – Leo Taylor, Board Chair;
Jim McHenry, Director of Development & Executive Secretary

Director's Report – Gina Millsap

Director of Operations Report – Rob Banks

Old Business
- Organizational Priorities Report – Gina Millsap, Management Council

New Business
- Foundation Loaned Employee Agreement - **Action Item**
- Resolution Thanking The Library Foundation - **Action Item**
- Application for State Grant-In-Aid to Public Libraries FY2008 - **Action Item**

Trustee Comments

Adjournment

Next Regular Meeting: Thursday, February 21, 2008
Subject to change w/o notice

TOPEKA & SHAWNEE COUNTY PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES MEETING
Menninger Board Room
December 20, 2007

BOARD MEMBERS PRESENT:
Kerry Storey (chair), Michele Henry (vice-chair), Terry Kimes (treasurer), Elizabeth Ross, Jim Rankin, Dan Guenther, Dave DePue & Melissa Masoner

BOARD MEMBERS ABSENT: Karen Nicolay & Suzanne Robb (secretary)

The meeting of the Board of Trustees of the Topeka and Shawnee County Public Library was held on Thursday, December 20, 2007, in the Menninger Room of the Main Building, 1515 SW 10th Avenue, at 4:00 p.m., the Chair being in the Chair and the Secretary absent.

PUBLIC COMMENT
Kerry Storey asked for public comment: There being none, public comment was closed; and the meeting commenced.

APPROVAL OF MINUTES:
The minutes from the November 15, 2007, board meeting were accepted as presented.

DIRECTOR OF FINANCE REPORT -Nancy Watkins (included in your packet)

FINANCIAL REPORTS – Nancy Watkins
- Watkins entertained questions from trustees

Terry Kimes
- Kimes encouraged trustees to review list of checks in board packet each month

On motion by Terry Kimes, seconded by Dave DePue, the November financial reports were accepted. Motion approved.

FRIENDS – Dottie Harder, Board Chair
- No report

FOUNDATION – Jim McHenry, Director of Development & Executive Secretary of The Foundation Board
- Rick Friedstrom & Darv Hawley just completed their second three-year term of service
- Elected two new trustees, Michelle Cuevas-Stubblefield & Steve Page

- Dick & Donna Crawford scholarship fund is now at $11,640.00
- Received gift commitments from Stormont-Vail Regional Medical Center & from Dr. Glenn Swogger designated to the Library's Health Information Neighborhood
- The Library Foundation distributed $106,492.51 to the Library on December 1, 2007
- Total distributions to the Library in 2007 were $690,079.00
- Over the past four years, distributions total $2,023,471.00
- The Library Foundation has committed to raising an additional $1.4 million in 2008

DIRECTOR'S REPORT Gina Millsap (included in your packet)

- Millsap entertained trustee questions
- Downtown Topeka, Inc. 43rd DTI Annual Meeting & Mayor Bunten's State of the City Address is scheduled on January 17th @ Ramada Regency Ballroom-dinner @ 5:45 p.m.
- Chamber's Annual Meeting on January 24th @ noon @ the Ramada Regency Ballroom
- Please let Cathy Cook know ASAP if you plan to attend either of these events

DIRECTOR OF OPERATIONS REPORT – Rob Banks (included in your packet)

- Last weeks weather interfered with Bank's trip to Salt Lake City, Utah:
  1) Planning for upcoming MPLA event was done by phone conference
- A big thanks to the Friends for purchase of Library's "Techie Tools"

OLD BUSINESS

Organizational Priorities

Gina Millsap

- Management Council members are currently in process of drafting a to-do-list for 2008 organizational priorities:
  1) Draft copy will be at January board meeting
- Digital Branch opening in 2008 with soft-opening end of March

NEW BUSINESS

On motion by Michele Henry, seconded by Dave DePue, the board approved the Foundation/Homework Center Loaned Employee Agreement as presented. Motion approved.

On motion by Terry Kimes, seconded by Jim Rankin, the board approved the Friend's Loaned Employee Agreement as presented. Motion approved.

On motion by Michele Henry, seconded by Melissa Masoner, the board approved the purchase of the digital signage display system from Janus Digital Displays in the amount of $30,750.50 as presented. Motion approved.

Trustee Comments

Jim Rankin

- Rankin commented on what a wonderful exhibit "The Inspired Line" is. This exhibit is currently in the Alice C. Sabatini Gallery, and he encouraged trustees to attend.

Kerry Storey

- Kudos to Michele Henry for being instrumental in helping create the National Guard Foundation & helping bring military troops to Kansas for temporary leave during the holidays.

On motion by Dave DePue, seconded by Terry Kimes, the board adjourned at 4:45 p.m.

Michele Henry
Pro-tem Secretary of the Board

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The meeting adjourned at 4:45 p.m.
File: Bd. minutes December 2007

Chief Financial Officer's Report
January 2008
Nancy Watkins

Revenue/Expense/Balance by Fund Report – Page 2

The Library received the 2008 contribution from the Friends of the Library in December. The breakdown of the contribution is as follows:

Gallery	$5,450
Human Resources	$5,585
Programming	$22,912
Youth Services-chairs	$16,053
	$50,000

All of the Friend's contribution is shown in the revenue column of the Friends Fund except $3,200 which went into the Topeka Competition Fund.

General Fund – Pages 3 & 4

With 100% of the budget year completed we received 91% of the general fund budgeted revenue and expended and or/encumbered 91% of our approved budget as of December 31.

If we look at actual revenue received, $12,008,498.24, against actual expenses/encumbrances, $11,911,791.95, we expended 99.19% of the revenue received as of December 31.

Employee Benefit Fund – Page 5

With 100% of the budget year completed we have received 99.97% of the budgeted revenue and expended 89% of the approved budget as of December 31.

Debt Service Fund-Bond & Interest – Page 6

With 100% of the budget year completed we have received 100.4% of the budgeted revenue and expended 100% of the approved budget as of December 31.

Other items:

- The Library has changed its workers compensation coverage from the Kansas Employers Workers Compensation Pooled Fund to Liberty Mutual effective January 1.
- We closed out 2007 on our financial system and rolled over to the 2008 budget year on Friday, January 4.
- We are busy getting 2008 budget year information into the financial system and preparing for the FY2007 audit which begins on Monday, January 28.

TOPEKA & SHAWNEE COUNTY PUBLIC LIBRARY

Investments as of December 31, 2007

General Fund:

$ 660,000 at 4.54%, dated 11/23/07, due 01/04/08
$ 505,000 at 4.53%, dated 11/30/07, due 01/11/08
$ 670,000 at 4.58%, dated 12/07/07, due 01/18/08
$1,015,000 at 4.44%, dated 12/14/07, due 01/25/08
$ 240,000 at 4.29%, dated 12/21/07, due 02/01/08
$ 735,000 at 4.24%, dated 12/28/07, due 02/01/08
$ 735,000 at 4.24%, dated 12/28/07, due 02/08/08

Restricted Funds:

$ 285,000 at 4.24%, dated 12/28/07, due 01/18/08

Capital Improvement Fund-Commerce Bank:

$2,720,000 at 4.24%, dated 12/28/07, due 01/25/08

Bond & Interest Fund-Commerce Bank:

$1,542,500 at 4.44%, dated 12/14/07, due 01/18/08

Municipal Investment Pool:

$ 0

Topeka & Shawnee County Public Library
Financial Summary

12/31/07

	Balance 01/01/07	Revenue Y-T-D	Expenses Y-T-D	Balance 12/31/07
GOVERNMENTAL FUNDS				
General Operating	$ 3,459,662.81	$ 12,008,498.24	$ 11,860,158.48	$ 3,608,002.57
Employee Benefits	1,070,598.09	2,380,198.14	2,340,979.88	1,109,816.35
Capital Improvement	2,631,587.57	135,686.41	42,574.50	2,724,699.48
Bond & Interest	1,498,859.14	1,839,995.12	1,795,047.50	1,543,806.76
NON MAJOR GOVERNMENTAL FUNDS				
State Aid	764.96	115,504.00	99,139.81	17,129.15
Federal & State Grants	165,059.53	259,481.00	284,760.82	139,779.71
Other Special Revenue	309,962.57	737,232.98	687,119.37	360,076.18
Permanent Funds	439,991.25	35,610.14	3,172.80	472,428.59
Totals	$ 9,576,485.92	$ 17,512,206.03	$ 17,112,953.16	**$ 9,975,738.79**

Bank Account Summary

General Fund-Commerce Bank-Checking	$ 306,263.20
General Fund-Commerce Bank-Investments	4,560,000.00
Capital Improvement Fund-Commerce Bank-Investments	2,720,000.00
Restricted Funds-Commerce Bank-Checking	75,019.61
Restricted Funds-Commerce Bank-Investments	285,000.00
Restricted Funds-Commerce Bank-Investments-Foundation	289,582.29
Bond & Interest Fund-Commerce Bank-Checking	679.68
Bond & Interest Fund-Commerce Bank-Investments	1,542,500.00
Cash on Hand	1,617.27
Petty Cash	100.00
Security Deposits	1,591.00
Endowment Securities	192,873.08
Municipal Investment Pool	-
	$ 9,975,226.13
Payroll Liabilities	(512.66)
	$ 9,975,738.79

Topeka Shawnee County Public Library
Revenue/Expense/Balance By Fund Report

12/31/07

	01/01/07 Cash Balance	Revenues	Prev. Year PO Expenses	Current Year Expenses	12/31/07 Cash Balance	Current Encumbrances	Unencumbered Cash Balance
Major Governmental Funds							
General Fund	$3,459,662.81	$ 12,008,498.24	$ 636,526.13	$11,223,632.35	$ 3,608,002.57	$ 688,159.60	$ 2,919,842.97
Employee Benefit Fund	1,070,598.09	2,380,198.14	-	2,340,979.88	1,109,816.35	500.00	1,109,316.35
Capital Improvement Fund	2,631,587.57	135,686.41	36,165.50	6,409.00	2,724,699.48	-	2,724,699.48
Bond & Interest Fund	1,498,859.14	1,839,995.12	-	1,795,047.50	1,543,806.76	-	1,543,806.76
Non Major Governmental Funds							
State Aid Fund	764.96	115,504.00	6,484.45	92,655.36	17,129.15	26,580.74	(9,451.59)
Federal & State Grants							
Big Read Grant	-	15,000.00	-	15,000.00	-	-	-
ILDGP	52,258.98	51,819.00	12.97	52,246.01	51,819.00	-	51,819.00
Gallery Grant	35.32	-	-	25.00	10.32	-	10.32
07-LSTA-3-F (Talking Books)	97,765.23	62,824.00	-	160,589.23	(0.00)	-	(0.00)
08-LSTA-3-F (Talking Books)	-	129,838.00	-	42,116.55	87,721.45	-	87,721.45
Kan-ED	15,000.00	-	14,721.06	50.00	228.94	-	228.94
Other Special Revenue Funds							-
Art Collection	2,569.22	3,263.02	-	-	5,832.24	-	5,832.24
Book Cook Program	314.61	-	-	-	314.61	-	314.61
Computer training	397.00	-	-	-	397.00	-	397.00
Children's Art Show	4.01	3,997.51	-	3,997.51	4.01	-	4.01
Cyberchase Grant	244.02	-	325.05	(81.03)	-	-	-
Friends	61,357.97	96,666.30	3,847.69	83,101.00	71,075.58	13,304.15	57,771.43
Fun Committee	1,546.25	5,683.90	-	5,491.36	1,738.79	-	1,738.79
Gifts/Memorials (Undesignated)	75,984.64	55,071.70	-	12,992.74	118,063.60	-	118,063.60
Grow Your Own Scholarship Fund	5,045.38	215.38	-	3,104.40	2,156.36	-	2,156.36
Health Neighborhood	-	15,184.97	-	-	15,184.97	-	15,184.97
Hirschberg Lecture	1,850.34	1,483.98	-	1,338.79	1,995.53	-	1,995.53
Homework Center	-	31,320.26	-	31,320.26	-	-	-
Hughes Business Collection	1,895.19	933.56	-	-	2,828.75	-	2,828.75
Intergovernmental Coop Council	757.46	-	-	757.46	-	-	-
Library Materials	92,971.06	47,796.32	477.82	74,123.69	66,165.87	4,353.40	61,812.47
Lingo	13.91	348,575.21	312,823.07	32,497.41	3,268.64	-	3,268.64
NEH Expendable	14,375.79	730.81	-	752.50	14,354.10	-	14,354.10
Red Carpet	12,792.04	101,993.50	90,412.00	8,125.89	16,247.65	-	16,247.65
Rotary Grant	4.29	-	-	-	4.29	-	4.29
Special Collections	3,585.94	669.00	-	1,737.61	2,517.33	-	2,517.33
Talking Books	6,858.38	3,113.35	-	1,121.96	8,849.77	-	8,849.77
Topeka Competition	10,817.26	5,679.18	-	7,368.24	9,128.20	-	9,128.20
Torluemke Landscaping	1,303.56	1,311.41	-	1,303.56	1,311.41	-	1,311.41
Workshops	594.94	4,905.00	-	4,135.86	1,364.08	-	1,364.08
Youth Services	14,679.31	8,638.62	-	6,044.53	17,273.40	-	17,273.40
Permanent Funds							
Mertz Trust	169,952.77	14,890.00	-	-	184,842.77	-	184,842.77
NEH Endowment	270,038.48	20,720.14	-	3,172.80	287,585.82	-	287,585.82
TOTALS	$9,576,485.92	$ 17,512,206.03	$1,101,795.74	$16,011,157.42	**$ 9,975,738.79**	$ 732,897.89	$ 9,242,840.90

Topeka & Shawnee County Public Library

General Fund - Revenue 12/31/07

	Approved Budget	Received Year-To-Date	Balance	% Received
				100% of year
Ad Valorem Property Tax	$ 10,082,994.00	$ 9,865,344.00	$ 217,650.00	98%
Back Tax	-	112,320.51	$ (112,320.51)	0%
Motor Vehicle Tax	1,226,000.00	1,254,238.64	$ (28,238.64)	102%
Recreational Vehicle Tax	12,830.00	12,532.97	$ 297.03	98%
16/20 M Vehicle Tax	10,324.00	10,427.32	$ (103.32)	101%
In Lieu of Tax	27,634.00	51,143.63	$ (23,509.63)	185%
Sundry Revenue	6,000.00	7,842.64	$ (1,842.64)	131%
Salary Refunds-Foundation	90,000.00	93,651.56	$ (3,651.56)	104%
Salary Refunds-Friends	80,000.00	76,755.39	$ 3,244.61	96%
Vend Machines	55,000.00	50,304.37	$ 4,695.63	91%
Lost/Damaged Materials	35,000.00	59,921.21	$ (24,921.21)	171%
Meeting Room Charges	5,000.00	5,095.00	$ (95.00)	102%
Sale of Inventoried Equipment	4,000.00	23.50	$ 3,976.50	1%
Interest Received-Investments	149,800.00	408,860.93	$ (259,060.93)	273%
Interest Received-Bank Account	200.00	36.57	$ 163.43	18%
Library Treasurer's Balance	1,366,418.00	-	$ 1,366,418.00	0%
TOTALS	**$ 13,151,200.00**	**$12,008,498.24**	**$1,142,701.76**	**91%**

Topeka & Shawnee County Public Library

12/31/07

General Fund-Expenditures + Encumbrances

	Approved Budget	Expended Year-To-Date	Open PO's	Unemcumbered Balance	% Expended
					100% of year
STAFF:					
Salaries-Auto Allowance	$ 4,800.00	$ 4,800.00	$ -	$ -	100%
Salaries-Maintenance	644,388.00	588,980.35	-	55,407.65	91%
Salaries-Overtime	10,000.00	9,368.63	-	631.37	94%
Salaries-Shelvers	175,000.00	135,143.19	-	39,856.81	77%
Salaries-Staff	6,356,516.00	6,122,172.06	-	234,343.94	96%
Salaries-Security	233,000.00	217,304.73	-	15,695.27	93%
Conferences	72,000.00	71,893.65	3,293.71	(3,187.36)	104%
Staff Training	46,000.00	13,747.48	750.00	31,502.52	32%
Employee Assistance Program	4,100.00	4,728.10	-	(628.10)	115%
Mileage	8,000.00	5,271.02	-	2,728.98	66%
COLLECTION:					
Materials-Binding/Replacements	7,000.00	3,632.76	31.33	3,335.91	52%
Materials-Print/Non-Print <1 YR	400,000.00	325,948.25	79,217.47	(5,165.72)	101%
Materials-Print/Non-Print	1,300,000.00	1,174,598.32	81,086.29	44,315.39	97%
Materials-Periodicals	150,000.00	106,107.46	71.91	43,820.63	71%
OPERATIONS:					
Automation support	199,000.00	159,923.80	11,327.40	27,748.80	86%
Contracted-Automation	160,000.00	109,265.44	10,187.37	40,547.19	75%
Contracted-Buildings/Grounds	630,000.00	323,627.81	186,203.72	120,168.47	81%
Contracted-Office Equipment	120,000.00	119,716.11	-	283.89	100%
Contracted-Professional	200,000.00	151,031.00	68,167.30	(19,198.30)	110%
Database	70,000.00	21,700.94	48,299.06	-	100%
Furniture/Equipment <3,000	70,000.00	70,052.75	12,786.00	(12,838.75)	118%
Furniture/Equipment >3,000	370,000.00	68,057.15	175,717.25	126,225.60	66%
Gallery	35,000.00	33,395.58	100.00	1,504.42	96%
Insurance	55,000.00	40,460.00	-	14,540.00	74%
Human Resources	20,000.00	14,387.31	510.00	5,102.69	74%
Memberships/Dues	25,000.00	18,165.76	-	6,834.24	73%
Miscellaneous	115,000.00	9,368.47	1,660.50	103,971.03	10%
Payments to Other Libraries	50,000.00	42,218.00	-	7,782.00	84%
Postage	485,000.00	446,000.25	-	38,999.75	92%
Printing	65,000.00	41,196.90	1,306.00	22,497.10	65%
Programming	40,000.00	20,791.23	-	19,208.77	52%
Public Relations	45,000.00	18,965.25	984.75	25,050.00	44%
Supplies-Building/Maintenance	120,000.00	91,173.33	1,262.72	27,563.95	77%
Supplies-Office/Library	130,000.00	127,814.41	3,291.32	(1,105.73)	101%
Supplies-Processing	60,000.00	54,769.86	403.50	4,826.64	92%
Telephone	75,000.00	80,728.62	-	(5,728.62)	108%
Utilities-Electric	230,000.00	228,098.10	-	1,901.90	99%
Utilities-Gas	125,000.00	69,110.25	-	55,889.75	55%
Utilities-Water/Sewage	30,000.00	37,306.27	-	(7,306.27)	124%
Vehicle-Gas	25,000.00	16,599.44	1,502.00	6,898.56	72%
Vehicle-Repair	50,000.00	26,163.83	-	23,836.17	52%
Revitalization Rebates	141,396.00	-	-	141,396.00	0%
Cash Long/Short	-	(151.51)	-	151.51	
TOTALS	**$ 13,151,200.00**	**$ 11,223,632.35**	**$ 688,159.60**	**$ 1,239,408.05**	91%

Topeka & Shawnee County Public Library
Special Revenue Funds

12/31/07

EMPLOYEE BENEFITS

	2007 Budget	Year To Date	%
Balance 01/01/07	**$ 243,502.00**	**$ 1,070,598.09**	
Revenue:			
Ad Valorem Property Tax	$ 2,067,141.00	$ 2,023,198.66	98%
Back Tax	-	22,230.20	
Motor Vehicle Tax	219,503.00	225,796.39	103%
Recreational Vehicle Tax	2,297.00	2,249.55	98%
16/20M Vehicle Tax	1,848.00	2,226.81	120%
In Lieu of Tax	4,947.00	10,488.60	212%
Refund-BC/BS	-	-	0%
Refund-Fringe Benefits-Foundation	32,000.00	29,912.68	93%
Refund-Fringe Benefits-Friends	7,500.00	10,516.41	140%
Refund-Fringe Benefits-Hmwk Ctr	6,000.00	4,139.34	69%
Refund - Workers' Comp	-	3,738.59	0%
Retiree Payments BC/BS	44,500.00	45,700.91	103%
	$ 2,385,736.00	$ 2,380,198.14	100%
Expenditures:			
FICA	548,000.00	$ 538,625.53	98%
KPERS	380,000.00	348,927.35	92%
Worker's Compensation	105,000.00	83,876.75	80%
Unemployment Tax	7,650.00	10,301.91	135%
Health/Dental Insurance	1,563,275.00	1,359,248.34	87%
Revitalization Rebates	25,313.00	-	0%
	$ 2,629,238.00	$ 2,340,979.88	89%
Balance 12/31/07	**$ -**	**$1,109,816.35**	

CAPITAL IMPROVEMENT

Balance 01/01/07		**$ 2,631,587.57**
Revenue:		
Interest received		135,686.41
		$ 135,686.41
Expenditures:		
Capital Outlay		42,574.50
		42,574.50
Balance 12/31/07		**$ 2,724,699.48**

STATE AID

Balance 01/01/07	**$ -**	**$ 764.96**
Revenue:		
State	120,000.00	115,504.00
Federal	-	-
	$ 120,000.00	$ 115,504.00
Expenditures:		
Library Materials	120,000.00	99,139.81
	120,000.00	$ 99,139.81
Balance 12/31/07	**-**	**$17,129.15**

Topeka & Shawnee County Public Library
Debt Service Fund - Bond & Interest

12/31/07

	2007 Budget	Year to Date	% Rec'd
Balance 01/01/07	**$ 1,454,553.00**	**$ 1,498,859.14**	
Revenue:			
Ad Valorem Property Tax	1,576,816.00	1,503,897.13	95.4%
Back Tax	-	18,528.50	
In Lieu of Tax	4,473.00	7,796.45	174.3%
Motor Vehicle Tax	198,345.00	202,848.69	102.3%
Recreational Vehicle Tax	2,076.00	2,027.91	97.7%
16/20M Vehicle Tax	1,670.00	1,655.60	99.1%
Interest on Idle Funds	50,000.00	103,240.84	206.5%
	$ 1,833,380.00	$ 1,839,995.12	100.4%
Expenditures:			
Principal	1,115,000.00	1,115,000.00	100.0%
Interest	680,048.00	680,047.50	100.0%
Revitalization Rebates	22,885.00	-	0.0%
Cash Basis Reserve	1,470,000.00	-	0.0%
	$ 3,287,933.00	$ 1,795,047.50	54.6%
Balance 12/31/07	**$ -**	**$ 1,543,806.76**	

dir:>mapp
DATE 01/03/08 TOPEKA AND SHAWNEE CO. LIBRARY
STATUS - O- R- C- V BANK ALL DATES 120107 - 123107

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
00219-01	000	00514	120507	68888	R	0218	KANSAS PAYMENT CENTER	.00	65.75	VF	DECEMBER 2007	CARPENTERSN03D003123
00219-02	000	00514	120507	68888	R			.00	125.00	VF	DECEMBER 2007	LANDES SN 01D002116
Total for Ck.# 68888				190.75								
00216-01	000	00509	120507	68889	R	1225	MOW EMPLOYEE BENEFIT PLANS	.00	9276.25	VF	NOVEMBER 2007	CASE# G73065-NOV 07
00218-01	000	00511	120507	68890	R	1295	TOPEKA CITY EMP.CREDIT UNI	.00	514.15	VF		12/07/07 PAYROLL
00217-01	000	00508	120507	68891	R	1300	UNITED WAY OF GREATER TOPE	.00	427.41	VF		12/07/07 PAYROLL
76642-01	010	15210	120607	68892	R	1836	ABILITATIONS	347.00	398.00	PF	304900012233	12 BOOKS
76644-01	010	15210	120607	68893	R	0359	ALIBRIS	22.00	29.20	PF	23515520	2 BOOKS
70038-01	010	15310	120607	68894	R	2729	ALLEY, SUSAN	749.91	80.03	PP		OUTREACH MILEAGE-NOV
76583-01	010	15210	120607	68895	R	2115	AMAZON.COM CORPORATE CREDI	70.00	37.59	PP	781111662575736	3 BOOKS
76657-01	010	15210	120607	68896	R	0340	AMBROSE VIDEO PUBLISHING	330.00	135.99	PF	67153	3 AV
76791-01	010	15210	120607	68897	R	3604	AMERICAN CHAMBER OF COMMER	171.00	171.00	PF	38066	2 BOOKS
76776-01	010	15210	120607	68898	R	1034	AMERICAN PUBLIC HUMAN SERV	149.00	149.00	PF	DIR08-1	PUB HUMAN SER DIR
71795-01	010	15210	120607	68899	R	0477	BAKER & TAYLOR BOOKS	23.50	23.50	PF	Multiples	GHIRADELLI CHOCOLATE
71795-02	010	15210	120607	68899	R			13.46	13.46	PF	Multiples	YOU CAN HEAL YOUR LI
Total for Ck.# 68899				36.96								
71658-01	010	15310	120607	68900	R	0027	BARRON, KATHLEEN	175.00	106.22	PP		OUTREACH MILEAGE-NOV
70042-01	010	15310	120607	68901	R	3176	EASTERLING, SHARON L	614.60	77.60	PP		OUTREACH MILEAGE-NOV
70264-01	010	15060	120607	68902	R	1789	HEBERT, CATHRYN A	10800.00	1050.00	PP	L20074	CONSULTING 2007
70040-01	010	15310	120607	68903	R	2005	HEDLUND, JOYCE A	900.00	119.80	PP		OUTREACH MILEAGE-NOV
71786-01	010	15000	120607	68904	R	0322	OKAMITSU, MARIA L	29.97	29.97	PF		REIMB-RADIO SHACK
71786-02	010	15610	120607	68904	R			6.45	6.45	PF		REIMB-DOLLAR STORE
71786-03	010	15610	120607	68904	R			6.00	6.00	PF		REIMB-DOLLAR TREE
Total for Ck.# 68904				42.42								
76777-01	010	15210	120607	68905	R	0477	BAKER & TAYLOR BOOKS	233.86	233.86	PF	5008360936	SO BOOKS
76778-01	010	15210	120607	68905	R			293.51	293.51	PF	5008378539	SO BOOKS
76779-01	010	15210	120607	68905	R			97.84	97.84	PF	5008378540	SO BOOKS
76780-01	010	15210	120607	68905	R			161.94	161.94	PF	2019626793	COMPLETE PO 76484
76781-01	010	15210	120607	68905	R			51.00	51.00	PF	2019701718	COMPLETE PO 76484
76782-01	010	15210	120607	68905	R			47.28	47.28	PF	2019668161	COMPLETE PO 76119
76783-01	010	15210	120607	68905	R			119.26	119.26	PF	2019668160	COMPLETE PO 75926
76784-01	010	15210	120607	68905	R			312.39	312.39	PF	2019700682	21 BOOKS
76785-01	010	15210	120607	68905	R			22.22	22.22	PF	2019700684	2 BOOKS
76786-01	010	15210	120607	68905	R			62.25	62.25	PF	2019700683	5 BOOKS
76787-01	010	15210	120607	68905	R			1593.84	1593.84	PF	2019712914	96 BOOKS
76788-01	010	15210	120607	68905	R			2227.14	2227.14	PF	2019779494	137 BOOKS
76789-01	010	15230	120607	68905	R			1500.00	1500.00	PF	L12NS6861M	FIRST LOOK PLUS
76790-01	010	15210	120607	68905	R			14.40	14.40	PF	2019779493	1 BOOK
Total for Ck.# 68905				6736.93								
76792-01	010	15210	120607	68906	R	0718	BBC AUDIOBOOKS AMERICA	10.00	10.00	PF	302013	ARTWORK
76794-01	010	15230	120607	68907	R	2855	BLENDER	28.00	28.00	PF		2 COPIES OF BLENDER
76795-01	010	15220	120607	68908	R	1773	BOTTOM LINE/PERSONNAL	39.00	39.00	PF		BOTTOM LINE PERSON
76796-01	010	15210	120607	68909	R	2506	BOWKER	467.86	467.86	PF	03081746	PUB DIST & WHOL US
76797-01	010	15210	120607	68909	R			467.86	467.86	PF	03081745	PUB DIS & SHL US

DATE 01/03/08 TOPEKA AND SHAWNEE CO. LIBRARY
STATUS - O- R- C- V BANK ALL DATES 120107 - 123107 DATES 120107 - 123107

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
Total for Ck.# 68909				935.72								
76809-01	010	15220	120607	68910	O	3522	CCCCBPA - EPICENTER /JAB	50.00	50.00	PF		JAB
76520-01	010	15210	120607	68911	R	1576	CHILDCRAFT EDUCATION CORP	40.00	45.93	PF	M051285900015	2 BOOKS
76798-01	010	15210	120607	68912	O	1758	CHILDREN'S LITERATURE ASSO	145.00	145.00	PF	413	MEMBERSHIP
76825-01	010	15210	120607	68912	O			145.00	145.00	PF	396	CHILDREN LIT
Total for Ck.# 68912				290.00								
76799-01	010	15220	120607	68913	R	0253	COMMERCE CLEARING HOUSE	2202.00	2202.00	PF	9122158	CAPITAL CHANGES
76829-01	010	15210	120607	68914	R	0393	CRAFTSMAN BOOK COMPANY	50.12	50.12	PF	95751	NAT CONST ESTIM
76800-01	010	15210	120607	68915	R	3403	D&B	559.50	559.50	PF	8841385-01	KEY BUSINESS
76801-01	010	15210	120607	68915	R			3952.75	3952.75	PF	8841429-01	MILLION/BUSINE RAN/R
76802-01	010	15210	120607	68915	R			559.50	559.50	PF	8841414-01	CONSULTING DIRECTORY
76803-01	010	15210	120607	68915	R			704.50	704.50	PF	8841371-01	CAREER GUIDE
Total for Ck.# 68915				5776.25								
76804-01	010	15220	120607	68916	R	0371	EBSCO SUBSCRIPTION SERVICE	17.91	17.91	PF	Multiples	RATE ADJUSTMENT
76805-01	010	15220	120607	68916	R			220.07	220.07	PF	7394869	RATE ADJUSTMENT
Total for Ck.# 68916				237.98								
76806-01	010	15210	120607	68917	R	0692	GALE	214.25	214.25	PF	15429259	CHLD LIT RVW 128
76641-01	010	15210	120607	68918	R	0771	GARY GRIMM & ASSOCIATIES	30.00	34.90	PF	167859A	2 BOOKS
76807-01	010	15210	120607	68919	R	0062	GREY HOUSE PUBLISHING	500.00	500.00	PF	MWO	FOOD & BEVER MARK PL
76651-01	010	15210	120607	68920	R	1684	HAL LEONARD CORPORATION	335.00	150.93	PP	70399570	15 BOOKS
76631-01	010	15200	120607	68921	R	1486	HOUCHEN BINDERY	141.30	141.30	PF	156210	BINDERY
76808-01	010	15210	120607	68922	R	1089	INFORMATION TODAY INC	619.90	619.90	PF	1102957-B1	LITERARY MARKET PLAC
76578-01	010	15210	120607	68923	R	2879	KANSAS CITY STAR	50.00	57.92	PF	ACCT# 089705000	2 BOOKS
76811-01	010	15220	120607	68923	R			448.11	448.11	PF	ACCT# 316427	KANSAS CITY STAR
Total for Ck.# 68923				506.03								
76810-01	010	15210	120607	68924	R	2453	KANSAS PRESS ASSOCIATION	60.00	60.00	PF		KANSAS NEWSPAPER DIR
76605-01	010	15620	120607	68925	R	2799	KAW VALLEY OFFICE PRODUCTS	119.62	117.28	PF	Multiples	TAPE PLANNER ETC
76181-01	010	15210	120607	68926	R	2534	MIDWEST TAPE	6752.22	24.34	PF	5378541	288 DVD
76253-01	010	15210	120607	68926	R			5596.00	411.12	PP	5375124	196 AV
76297-01	010	15210	120607	68926	R			12332.00	162.98	PP	5376476	383 AV
76410-01	010	15210	120607	68926	R			5057.00	82.07	PP	Multiples	157 AV
76411-01	010	15210	120607	68926	R			3021.00	21.39	PF	5378559	192 AV
76440-01	010	15210	120607	68926	R			3633.00	60.63	PP	Multiples	160 AV
76441-01	010	15210	120607	68926	R			3512.00	36.24	PP	5372092	127 AV
76488-01	010	15210	120607	68926	R			1825.00	54.37	PP	Multiples	80 AV
76490-01	010	15210	120607	68926	R			4897.00	606.24	PP	Multiples	190 AV
76530-01	010	15210	120607	68926	R			11507.00	134.72	PP	5374084	535 AV
76531-01	010	15210	120607	68926	R			10992.00	4261.05	PP	Multiples	399 AV
76532-01	010	15210	120607	68926	R			2269.00	1317.49	PP	5375127	109 AV
76588-01	010	15210	120607	68926	R			4568.00	310.62	PP	Multiples	243 AV
76590-01	010	15210	120607	68926	R			5860.00	310.83	PP	Multiples	234 AV
76625-01	010	15210	120607	68926	R			935.00	394.06	PF	Multiples	26 AV
76626-01	010	15210	120607	68926	R			2359.00	481.51	PP	Multiples	156 AV
76627-01	010	15210	120607	68926	R			14683.00	306.14	PP	Multiples	486 AV
76628-01	010	15210	120607	68926	R			2427.00	1239.05	PP	Multiples	155 AV

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76666-01	010	15210	120607	68926	R			874.00	419.97	PF	Multiples	52 AV
76812-01	010	15210	120607	68926	R			24.34	24.34	PF	5348842	COMPLETE PO 76126
76813-01	010	15210	120607	68926	R			43.02	43.02	PF	5347860	COMPLETE PO 76126
76814-01	010	15210	120607	68926	R			151.56	151.56	PF	5348843	COMPLETE PO
76815-01	010	15210	120607	68926	R			20.59	20.59	PF	5347862	COMPLETE PO 76216
76816-01	010	15210	120607	68926	R			78.95	78.95	PF	5356016	COMPLETE PO 76408
76817-01	010	15210	120607	68926	R			26.14	25.14	PF	5351960	COMPLETE PO 76408
76818-01	010	15210	120607	68926	R			16.89	16.89	PF	5351963	COMPLETE PO 76438
76819-01	010	15210	120607	68926	R			26.18	26.18	PF	5364674	COMPLETE PO 76819
Total for Ck.# 68926						11021.49						
76820-01	010	15210	120607	68927	R	3228	NATIONAL INFORMATION DATA	179.85	179.85	PF		2008 ZIP CODE
76822-01	010	15210	120607	68928	R	1728	TAYLOR & FRANCIS/ROUTLEDGE	666.99	666.99	PF	T7248084S	WESTERN EUROPE
76823-01	010	15220	120607	68929	O	1886	WOLFE PACK	35.00	35.00	PF		WOLFE PACK
76824-01	010	15210	120607	68930	R	0074	WORLDWIDE DIRECTORY PROD.	91.14	91.14	PF	0000030209	PHONE BOOK
00220-01	010	15700	120607	68931	R	1919	AT&T	.00	2172.45	VF	11/19/07	ACCT#913A5600380754
00220-02	096	96150	120607	68931	R			.00	83.59	VF	11/19/07	ACCT#913A5600380754
Total for Ck.# 68931						2256.04						
00221-01	010	15810	120607	68932	R	0174	ONEOK ENERGY MARKETING COM	.00	3052.99	VF	26-NOV-07	S-2007-11-1789-OEMC
00222-01	010	15820	120607	68933	R	2082	TOPEKA WATER	.00	40.79	VF	11/28/07	1515 SW 11TH ST SPKL
00222-02	010	15820	120607	68933	R			.00	227.09	VF	11/28/07	1020 SW WASHBURN AVE
00222-03	010	15820	120607	68933	R			.00	115.23	VF	11/28/07	1100 SW GARFIELD AVE
00222-04	010	15820	120607	68933	R			.00	2019.74	VF	11/28/07	1515 SW 10TH AVE B
00222-05	010	15820	120607	68933	R			.00	8.82	VF	11/28/07	1101 SW HORNE ST SPK
00222-06	010	15820	120607	68933	R			.00	33.85	VF	11/28/07	1511 SW 11TH ST
00222-07	010	15820	120607	68933	R			.00	8.29	VF	11/28/07	SW HORNE ST
00222-08	010	15820	120607	68933	R			.00	17.01	VF	11/28/07	1101 SW HORNE ST
00222-09	010	15820	120607	68933	R			.00	47.96	VF	11/28/07	1515 SW 10TH AVE
Total for Ck.# 68933						2518.78						
00223-01	010	15800	120607	68934	R	0055	WESTAR ENERGY	.00	14993.80	VF	12/4/07	GRP BILL# 9687137729
70288-04	010	15040	120607	68935	R	0203	A-1 SEPTIC TANK CLEANING	480.00	480.00	PF	5356	DECEMBER, 2007
71831-01	010	15020	120607	68936	R	1230	BANKS, ROBERT E	162.00	162.00	PF	PER DIEM	MEALS/INCIDENTALS
70940-01	010	15350	120607	68937	O	3595	BARKER PRINTING COMPANY	12265.05	1752.16	PF	63350	CONNECT NOW NEWSLTR
70005-01	010	15900	120607	68938	R	3689	CAPITAL CITY OIL, INC.	12947.78	1178.52	PP	81812	CUSTOMER #: TLIB
71730-01	010	15510	120607	68939	R	1214	CAPITOL PLAZA HOTEL	178.00	178.00	PF	G30522	SULLIVAN, MAUREEN
71730-02	010	15510	120607	68939	R			10.68	10.68	PF	G30522	6% BED TAX-11/25-26
71730-03	010	15510	120607	68939	R			.00	43.91	PF	G30522	FALLING WATERS GRILL
Total for Ck.# 68939						232.59						
70027-01	010	15050	120607	68940	R	3519	DE LAGE LANDEN	12575.16	1047.93	PF	07125210480	REF #:24570423
70028-01	010	15050	120607	68940	R			9587.76	798.98	PF	07125270274	REF:000000000137630
Total for Ck.# 68940						1846.91						
71776-02	010	15370	120607	68941	R	2207	DONNA ALLEN'S KEYBOARD CEN	250.00	250.00	PF	11/30/07	RENTAL-DIGITAL PIANO
70809-01	010	15060	120607	68942	R	2106	E.ARCHITECTS	6400.00	1085.00	PP	2	RENDERINGS
71628-01	010	15060	120607	68942	R			3500.00	1780.00	PP	1	DESIGN SERVICES-YTH

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Total for Ck.# 68942				2865.00								
71671-01	010	15600	120607	68943	R	0034	GRAGG'S PAINT COMPANY	299.00	290.00	PF	254723	FREEZEGUARD ICE MELT
71750-01	010	15610	120607	68944	R	0151	HIGHSMITH INC.	43.40	33.90	PF	1235765-002	CALIFONE CORD SPLITT
71750-02	010	15610	120607	68944	R			130.47	109.59	PF	1235765-002	HEADPHONE RACK
71750-03	010	15610	120607	68944	R			373.32	313.56	PF	1235765-002	2924AVPS HEADPHONES
Total for Ck.# 68944				457.05								
71728-01	010	15000	120607	68945	R	3601	IDSOLUTIONS	4315.95	4315.95	PF	503624	3 YR SILVER MAINTENA
71660-01	010	15040	120607	68946	R	2817	INGERSOLL-RAND COMPANY	325.00	577.20	PF	11158770	AIR COMPRESSOR MAINT
71755-04	010	15510	120607	68947	R	2334	INGRAM	22.95	14.92	PF	32917304	LEADERSHIP CHALLENGE
71755-05	010	15510	120607	68947	R			14.95	9.72	PF	32917304	WORKBOOK
71755-06	010	15510	120607	68947	R			5.00	5.21	PF	32917304	SHIPPING
Total for Ck.# 68947				29.85								
71753-01	010	15610	120607	68948	R	2799	KAW VALLEY OFFICE PRODUCTS	44.95	44.95	PF	7594-1	CERTIFICATE HOLDERS
71753-02	010	15610	120607	68948	R			44.48	41.58	PF	7594-1	REMOVABLE ID LABELS
71753-03	010	15610	120607	68948	R			231.00	196.98	PF	7594-1	CASH REGISTER RIBBON
71753-04	010	15610	120607	68948	R			72.00	57.96	PF	7594-1	LIFT-OFF RIBBONS
71753-05	010	15610	120607	68948	R			42.99	27.99	PF	7594-1	DISKETTES
71753-06	010	15610	120607	68948	R			47.52	33.36	PF	7594-1	PILOT G2 BLUE
71753-07	010	15610	120607	68948	R			13.66	12.99	PF	7594-1	BOOKLIFT COPYHOLDER
71753-08	010	15610	120607	68948	R			56.55	50.96	PF	7594-1	BOOKLET ENVELOPES
71753-09	010	15610	120607	68948	R			34.08	27.68	PF	7594-1	PUNCHLESS COVERS
Total for Ck.# 68948				494.45								
70046-01	010	15160	121007	68949	C	2594	KBIWCF	5000.00	30.00	PP	412193	EMPLOYEE TESTING
71784-01	010	15910	120607	68950	R	3541	KCR INTERNATIONAL TRUCKS	83.46	83.46	PF	TI16232	UNION & TUBING
71570-02	010	15040	120607	68951	R	0152	KEY STAFFING	4605.12	495.69	PP	3000760	CUSTODIAL TEMP WORKE
70049-01	010	15910	120607	68952	R	2803	LEE'S TRUCK INC.	8640.45	244.02	PP	13881	EST SERVICES/PURCHAS
70017-01	010	15600	120607	68953	R	3690	LOWE'S COMPANIES, INC.	7000.00	559.11	PP	Multiples	ACCT #99001183757
70057-06	010	15320	120607	68954	R	0099	MILLENNIUM CAFE	21.00	21.00	PF	5385	6/21/07
70057-07	010	15320	120607	68954	R			21.00	21.00	PF	5385	7/19/07
70057-08	010	15320	120607	68954	R			21.00	21.00	PF	5385	8/9/07
70057-09	010	15320	120607	68954	R			21.00	21.00	PF	5385	9/20/07
70057-10	010	15320	120607	68954	R			21.00	21.00	PF	5385	10/18/07
70057-11	010	15320	120607	68954	R			21.00	21.00	PF	5385	11/15/07
70057-12	010	15320	120607	68954	R			20.00	21.00	PF	5385	12/20/07
71576-01	010	15320	120607	68954	R			4.95	4.95	PF	5367	C-SALAD SAND (11/12)
71576-02	010	15320	120607	68954	R			1.00	1.00	PF	5367	ICED TEA
71576-03	010	15320	120607	68954	R			1.29	1.38	PF	5367	SMALL POWER COOKIES
71576-04	010	15320	120607	68954	R			5.95	5.95	PF	5367	FRUIT & CHICKEN SALA
71576-05	010	15320	120607	68954	R			.75	.75	PF	5367	REGULAR COKE
71576-06	010	15320	120607	68954	R			5.95	5.95	PF	5367	SMALL COTTAGE & FRUI
71576-07	010	15320	120607	68954	R			1.00	.75	PF	5367	DIET COKE
71576-08	010	15320	120607	68954	R			1.05	1.04	PF	5367	5% SERVICEWARE
71615-01	010	15320	120607	68954	R			5.00	5.00	PF	5384	POWER COOKIES-11/15
71615-02	010	15320	120607	68954	R			3.75	3.75	PF	5384	CHOC. CHIP LARGE
71615-03	010	15320	120607	68954	R			3.75	3.75	PF	5384	CHOC. CRINKLE LARGE

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71615-04	010	15320	120607	68954	R			15.00	15.00	PF	5384	COFFEE REG. PUMP
71615-05	010	15320	120607	68954	R			1.38	1.38	PF	5384	5% SERVICEWARE
71693-01	010	15510	120607	68954	R			733.00	797.74	PF	Multiples	FOOD FOR NOV 26 & 27
71710-01	010	15320	120607	68954	R			224.00	234.25	PF	5383	STAFF MTG 11/14-8:15
71710-02	010	15320	120607	68954	R			11.20	11.71	PF	5383	5% SERVICEWARE
71710-03	010	15320	120607	68954	R			166.00	172.00	PF	5383	STAFF MTG 11/14-3:00
71710-04	010	15320	120607	68954	R			8.30	8.60	PF	5383	5% SERVICEWARE
71710-05	010	15320	120607	68954	R			104.50	108.00	PF	5383	STAFF MTG 11/14-5:00
71710-06	010	15320	120607	68954	R			5.23	5.40	PF	5383	5% SERVICEWARE
71779-01	010	15360	120607	68954	R			15.00	15.00	PF	5387	COFFEE-TOURISM ALLIA
71779-02	010	15360	120607	68954	R			.75	.75	PF	5387	5% SERVICEWARE
71829-01	010	15140	120607	68954	R			25.70	25.70	PF	5404	BALANCE-INSPIRED LIN
Total for Ck.# 68954				1576.80								
70096-01	010	15120	120607	68955	R	3767	NEW DIRECTIONS BEHAVIORAL	4252.56	367.06	PF	161832	ID # 1294
70025-01	010	15610	120607	68956	R	1219	PENCIL WHOLESALE COMPANY	800.00	284.64	PF	30977	VENDING MACHINE SUPP
71783-01	010	15910	120607	68957	R	2175	PERFORMANCE TIRE & WHEEL	20.00	15.38	PF	1127036	TIRE REPAIR
71688-01	010	15600	120607	68958	R	0696	PUR-O-ZONE	700.00	700.00	PF	413003	ECOSOFT TISSUE-GRNSL
71688-02	010	15600	120607	68958	R			.00	2.50	PF	413003	FUEL SURCHARGE
Total for Ck.# 68958				702.50								
70047-01	010	15160	121007	68959	C	0840	RESEARCH INFORMATION	1500.00	151.50	PP	12/4/07	CUSTOMER ID: TL
70000-01	010	15600	120607	68960	R	3697	ROACH HARDWARE INC.	2000.00	317.80	PP	Multiples	CUSTOMER #: 191966
71788-01	010	15610	120607	68961	R	1286	SAM'S CLUB	13.14	13.14	PF		AAA BATTERIES
71788-02	010	15600	120607	68961	R			15.40	15.40	PF		RUBBING ALCOHOL
Total for Ck.# 68961				28.54								
70048-01	010	15000	120607	68962	R	1623	SHAWNEE COUNTY EMERGENCY	1500.00	23.16	PP	07-152	EST REPAIRS/BATTERIE
70094-01	010	15300	120607	68963	R	1221	TOP OF THE TOWER	679.68	56.64	PP	11/30/07	MILLSAP # 939
70094-02	010	15320	120607	68963	R			500.00	84.60	PP	11/30/07	FOOD
Total for Ck.# 68963				141.24								
70026-01	010	15050	120607	68964	R	1709	WELLS FARGO FINANCIAL LEAS	2510.10	184.80	PF	6745406763	001-0003985-001
71770-01	049	49300	120707	68965	R	2729	ALLEY, SUSAN	3.22	3.22	PF		REIMB-DOLLAR TREE
71770-02	049	49300	120707	68965	R			17.00	17.00	PF		REIMB-DOLLAR TREE
Total for Ck.# 68965				20.22								
71798-01	058	58600	120707	68966	O	0703	BEALS, ARION L	25.00	25.00	PF		ARTS & CRAFTS SALE
71799-01	058	58600	120707	68967	R	0176	BLACK, BREA A	278.00	278.00	PF		ARTS & CRAFTS SALE
71800-01	058	58600	120707	68968	R	0704	BLAIR, DAWN R	320.00	320.00	PF		ARTS & CRAFTS SALE
71827-01	058	58600	120707	68969	R	3611	BLOCKER, ALBA	2.00	2.00	PF		ARTS & CRAFTS FAIR
71655-01	049	49300	120707	68970	R	0026	CASTLE & CROSS CONSORT	350.00	350.00	PF		12/09/07 PROGRAM
71801-01	058	58600	120707	68971	R	3406	COLEMAN, DAVID	110.00	110.00	PF		ARTS & CRAFTS SALE
71802-01	058	58600	120707	68972	R	3564	COOPER, WILLIE MAE	66.00	66.00	PF		ARTS & CRAFTS SALE
71803-01	058	58600	120707	68973	R	0705	CUMMINGS, CARRIE L	122.00	122.00	PF		ARTS & CRAFTS SALE
71804-01	058	58600	120707	68974	R	3176	EASTERLING, SHARON L	257.00	257.00	PF		ARTS & CRAFTS SALE
71805-01	058	58600	120707	68975	R	3260	ELRICHS, DIANNE	91.00	91.00	PF		ARTS & CRAFTS SALE
71806-01	058	58600	120707	68976	R	0180	FAPP, KATHERINE	83.00	83.00	PF		ARTS & CRAFTS SALE
71782-01	058	58500	120707	68977	R	0133	GAUL, GREGORY J	45.18	45.18	PF		HOT CHOCOLATE

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71807-01	058	58600	120707	68978	R	3606	GISH, JESSICA	18.00	18.00	PF		ARTS & CRAFTS SALE
71808-01	058	58600	120707	68979	R	1840	GRONNIGER, MARTHA C	108.00	108.00	PF		ARTS & CRAFTS SALE
71835-01	058	58600	120707	68980	R	3612	GRONNIGER, MAUREEN	44.00	44.00	PF		ARTS & CRAFTS SALE
71809-01	058	58600	120707	68981	R	2200	HARTMAN, THAD A	28.00	28.00	PF		ARTS & CRAFTS SALE
71810-01	058	58600	120707	68982	R	2005	HEDLUND, JOYCE A	147.00	147.00	PF		ARTS & CRAFTS SALE
71811-01	058	58600	120707	68983	R	0708	HOGE, FRANK	120.00	120.00	PF		ARTS & CRAFTS SALE
71812-01	058	58600	120707	68984	R	0128	LYONS, JAYME K	177.00	177.00	PF		ARTS & CRAFTS SALE
71813-01	058	58600	120707	68985	R	0210	MONGOLD, CAROL A	22.00	22.00	PF		ART & CRAFTS SALE
71814-01	058	58600	120707	68986	R	2888	MOSHER, JAMES M	270.00	270.00	PF		ARTS & CRAFTS SALE
71815-01	058	58600	120707	68987	R	2170	MUNOZ, JUDY	23.00	23.00	PF		ARTS & CRAFTS SALE
71816-01	058	58600	120707	68988	R	1993	OVERMYER, NANCY J	422.00	422.00	PF		ARTS & CRAFTS SALE
71817-01	058	58600	120707	68989	R	1137	PACKARD, CYNTHIA E	43.00	43.00	PF		ARTS & CRAFTS SALE
71781-01	058	58500	120707	68990	R	3571	PARKS & RECREATION OF TOPE	41.40	41.40	PF		CARROUSEL RIDES 12/1
71818-01	058	58600	120707	68991	R	1899	PEPPER, ANNE E	17.00	17.00	PF		ARTS & CRAFTS FAIR
71819-01	058	58600	120707	68992	R	3607	PEREZ, AUDREY	69.00	69.00	PF		ARTS & CRAFTS SALE
71821-01	058	58600	120707	68993	R	0374	PETERS, LARRY	125.00	125.00	PF		ARTS & CRAFTS SALE
71771-01	049	49300	120707	68994	O	2514	ROHR, JUDITH J.	15.00	15.00	PF		POLAROID FILM
71771-02	049	49300	120707	68994	O			5.00	5.00	PF		JUICE PACKETS
71771-03	049	49300	120707	68994	O			2.00	2.00	PF		NAPKINS
71771-04	049	49300	120707	68994	O			2.00	2.00	PF		RICE KRISPIES
71771-05	049	49300	120707	68994	O			2.00	2.00	PF		MARSHMALLOWS
71771-06	049	49300	120707	68994	O			1.00	1.00	PF		MARGARINE
Total for Ck.# 68994							27.00					
71822-01	058	58600	120707	68995	R	3609	SCHIESSER, JANET	67.00	67.00	PF		ARTS & CRAFTS SALE
71823-01	058	58600	120707	68996	O	0142	STALEY, ELIZABETH K	92.00	92.00	PF		ARTS & CRAFTS SALE
71824-01	058	58600	120707	68997	O	0889	STRATHMAN, ANGELA M	66.00	66.00	PF		ARTS & CRAFTS SALE
71825-01	058	58600	120707	68998	R	0712	TARTENAAR, JENNIFER	42.00	42.00	PF		ARTS & CRAFTS SALE
71826-01	058	58600	120707	68999	R	2461	UPDEGRAFF, DEBRA K	142.00	142.00	PF		ARTS & CRAFTS SALE
71820-01	058	58600	120707	69000	R	3608	WATERMAN-PETERS, BARBARA	200.00	200.00	PF		ARTS & CRAFTS SALE
71828-01	058	58600	120707	69001	O	3610	WOLF, MAGDELEN M	60.00	60.00	PF		ARTS & CRAFTS SALE
70141-01	010	15050	121307	69002	R	0336	ABC LEASING COMPANY, INC.	2056.08	171.34	PF	320893	CUSTOMER NO. B10071
71505-01	010	15160	121307	69003	R	4484	AMERICAN LIBRARY ASSOCIATI	123.80	123.80	PF	ACCT# 0076585	JOB AD-D.S. SUPERVIS
71846-01	010	15060	121307	69004	R	3613	ARBITRAGE COMPLIANCE	750.00	750.00	PF	12/3/07	ARBITRAGE REBATE
70024-01	010	15900	121307	69005	R	0149	BP	2718.83	209.38	PF	12/2/07	A#: 591-735-517-3
70006-01	010	15910	121307	69006	R	1240	CARQUEST AUTO PARTS	1058.07	3.94	PP	72477	ACCOUNT#: 121760
71751-01	010	15610	121307	69007	R	1576	CHILDCRAFT EDUCATION CORP	399.98	399.98	PF	202700001715	DRESS-UP UNIT
70139-01	010	15040	121307	69008	R	0720	DEFFENBAUGH DISPOSAL SERVI	4294.68	382.94	PF	5270125	CUSTOMER 85-17619 5
70832-01	010	15040	121307	69008	R			1191.51	153.05	PF	5270126	CUSTOMER#:85-17620 3
Total for Ck.# 69008							535.99					
71749-01	010	15610	121307	69009	R	2529	DISCOUNT SCHOOL SUPPLY	299.95	299.95	PF	P18715470001	30"X10' DIVIDER WALL
71749-02	010	15610	121307	69009	R			52.99	52.99	PF	P18715470001	CHILDREN PUPPETS
71749-03	010	15610	121307	69009	R			19.99	19.99	PF	P18715470001	DINOSAUR PUPPETS
71749-04	010	15610	121307	69009	R			25.99	25.99	PF	P18715470001	ANIMAL PUPPETS
71749-05	010	15610	121307	69009	R			44.99	44.99	PF	P18715470001	SHIPPING

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Total for Ck.# 69009				443.91								
71670-01	010	15910	121307	69010	R	2081	ELECTROLIFE BATTERY INC.	65.42	65.42	PF	NT155807	BATTERY-LINGO VAN
71670-02	010	15600	121307	69010	R			68.50	68.50	PF	NT155807	Y.S. FIRE PANEL-BATT
Total for Ck.# 69010				133.92								
70190-01	010	15060	121307	69011	R	0955	FIRST CONCORD BENEFITS GRO	5521.00	444.50	PF	22600	ADMINISTRATION FEES
76643-01	010	15210	121307	69012	R	1103	FLAGHOUSE	606.00	651.13	PF	Multiples	13 BOOKS
70008-01	010	15600	121307	69013	R	2020	FRAME WAREHOUSE	1000.00	213.00	PP	119118	ESTIMATED PURCHASES
71707-02	010	15620	121307	69014	R	0103	GAYLORD BROS	6.50	6.50	PF	Multiples	SHIPPING
71739-01	010	15370	121307	69015	R	2334	INGRAM	34.75	20.85	PF	32802136	SENSE AND SENSIBILIT
71739-02	010	15370	121307	69015	R			29.75	17.85	PF	32802136	PERSUASION
71739-03	010	15370	121307	69015	R			34.75	20.85	PF	32802136	MANSFIELD PARK
71739-04	010	15370	121307	69015	R			700.00	406.00	PF	32802136	IN COLD BLOOD
71739-05	010	15370	121307	69015	R			.00	21.09	PF	32802136	SHIPPING
Total for Ck.# 69015				486.64								
70046-01	010	15160	121307	69016	R	2594	KBIWCF	5000.00	151.50	PP	12/4/07	EMPLOYEE TESTING
71570-02	010	15040	121307	69017	R	0152	KEY STAFFING	4605.12	703.56	PP	Multiples	CUSTODIAL TEMP WORKE
71836-01	010	15030	121307	69018	R	1653	LAN-TEL COMMUNICATIONS	3002.00	1989.00	PP	2810	BALANCE PO#71454
70049-01	010	15910	121307	69019	R	2803	LEE'S TRUCK INC.	8640.45	2091.40	PP	13899	EST SERVICES/PURCHAS
76590-01	010	15210	121307	69020	R	2534	MIDWEST TAPE	5860.00	239.65	PP	Multiples	234 AV
76627-01	010	15210	121307	69020	R			14683.00	2875.80	PP	5383123	486 AV
76667-01	010	15210	121307	69020	R			5252.00	2054.53	PP	Multiples	253 AV
76668-01	010	15210	121307	69020	R			4145.00	1316.32	PP	Multiples	141 AV
76669-01	010	15210	121307	69020	R			6613.00	3031.65	PP	Multiples	292 AV
76670-01	010	15210	121307	69020	R			3119.00	2294.37	PP	Multiples	188 AV
76718-01	010	15210	121307	69020	R			19770.00	10117.38	PP	Multiples	1483
76719-01	010	15210	121307	69020	R			15252.00	1395.54	PP	Multiples	778 AV
76720-01	010	15210	121307	69020	R			3368.00	1265.77	PP	Multiples	133 AV
76721-01	010	15210	121307	69020	R			2149.00	172.62	PP	Multiples	112 AV
76726-01	010	15210	121307	69020	R			4655.78	958.46	PP	Multiples	222 AV
Total for Ck.# 69020				25722.09								
71733-01	010	15160	121307	69021	R	1065	MISSOURI LIBRARY ASSOCIATI	50.00	50.00	PF	2007-157	DIGITAL BRANCH SUPR
71780-01	010	15610	121307	69022	R	3350	POSTAL PRODUCTS UNLIMITED,	235.80	239.40	PF	1819892	POSTAGE TAPE STRIPS
71752-01	010	15600	121307	69023	R	0696	PUR-O-ZONE	128.00	128.00	PF	Multiples	RE-JUV-NAL
71752-02	010	15600	121307	69023	R			98.00	98.00	PF	Multiples	BIG PINK LOTION SOAP
71752-03	010	15600	121307	69023	R			2.50	2.50	PF	Multiples	FUEL CHARGE
71752-04	010	15600	121307	69023	R			.00	-148.00	PC	Multiples	CREDIT MEMO
71774-01	010	15600	121307	69023	R			130.00	130.00	PF	414453	REPLACEMENT WHEELS
71791-01	010	15600	121307	69023	R			875.00	875.00	PF	414465	TOILET TISSUE
71791-02	010	15600	121307	69023	R			1036.00	1036.00	PF	414465	LINERS
71791-03	010	15600	121307	69023	R			2.50	2.50	PF	414465	FUEL CHARGE
Total for Ck.# 69023				2124.00								
70047-01	010	15160	121307	69024	R	0840	RESEARCH INFORMATION	1500.00	30.00	PP	412193	CUSTOMER ID: TL
71722-01	010	15040	121307	69025	R	2973	RESTORATION & WATERPROOFIN	915.74	915.74	PF	07-0733	RECAULK ROTUNDA WIND
71848-01	010	15510	121307	69026	R	1952	RODDEN, RUTH L	65.96	65.96	PF		KCMLIN WRKSHP-MILEAG
71850-01	010	15610	121307	69027	R	1286	SAM'S CLUB	37.44	37.44	PF		AA BATTERIES

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71850-02	010	15610	121307	69027	R			37.86	37.86	PF		CLOROX WIPES
Total for Ck.# 69027				75.30								
71845-01	010	15910	121307	69028	R	2818	SELLERS EQUIPMENT, INC.	459.87	459.87	PF	IW206050	MADVAC REPAIRS
76603-01	010	15620	121307	69029	R	2027	SHOWCASES	344.00	352.62	PF	238132	AUDIOBOOK CASSETTE
71849-01	010	15320	121307	69030	R	2553	STATE HISTORICAL SOCIETY O	10.00	10.00	PF		ILL FEE - MICROFILM
71843-01	010	15040	121307	69031	R	3469	SUPREME LANDSCAPE AND TURF	5000.00	968.00	PP	Multiples	SNOW PLOWING/SALTING
70260-01	010	15360	121307	69032	R	0745	TOPEKA CAPITAL JOURNAL	3500.00	64.00	PP	640953	2007 TOMA ADS
71792-01	010	15360	121307	69033	R	3155	TOPEKA HIGH SCHOOL	48.00	48.00	PF	685086	AD-NOV & DEC
71834-01	035	35900	121307	69034	R	0229	COOK, MARY C	28.69	28.69	PF		REIMB-KANSAS SAMPLER
71000-01	035	35500	121307	69035	R	2118	TOPEKA COMMUNITY FOUNDATIO	5000.00	5000.00	PF	12/5/07	VISIONING PROJECT
71763-01	049	49300	121307	69036	R	2874	TOYS "R" US	25.00	22.99	PF	J734084	YUGIOH TIN (LARGE)
00224-01	000	00514	121907	69037	R	0218	KANSAS PAYMENT CENTER	.00	65.75	VF	DECEMBER 2007	CARPENTERSN03D003123
00224-02	000	00514	121907	69037	R			.00	125.00	VF	DECEMBER 2007	LANDES SN 01D002116
Total for Ck.# 69037				190.75								
00225-01	000	00518	121907	69038	R	0013	MCNEILE, JAMES M	.00	362.08	VF	DECEMBER 2007	SHIRLEY-#04L024542
00228-01	000	00518	121907	69039	R	3527	PIONEER CREDIT RECOVERY, I	.00	219.66	VF	DEC 2007 - AWG	NYBERG-SS#526834819
00229-01	000	00511	121907	69040	R	1295	TOPEKA CITY EMP.CREDIT UNI	.00	833.15	VF		12/21/07 PAYROLL
00230-01	000	00508	121907	69041	R	1300	UNITED WAY OF GREATER TOPE	.00	427.41	VF		12/21/07 PAYROLL
71864-01	010	15210	121907	69042	R	0477	BAKER & TAYLOR BOOKS	12.39	12.39	PF	Multiples	CASTLE MEDIEVAL DAYS
71864-02	010	15210	121907	69042	R			53.18	53.18	PF	Multiples	ENCYCL PREHISTORICAL
71864-03	010	15210	121907	69042	R			16.14	16.14	PF	Multiples	I MISS YOU EVERY DAY
71864-04	010	15210	121907	69042	R			4.33	4.33	PF	Multiples	TOES EARS AND NOSE
71864-05	010	15210	121907	69042	R			5.57	5.57	PF	Multiples	WIGGLE YOUR TOES
71864-06	010	15210	121907	69042	R			48.30	48.30	PF	Multiples	WINTER-MINI POP-UP
71864-07	010	15210	121907	69042	R			17.00	17.00	PF	Multiples	10 NAUGHTY LITTLE MO
71864-08	010	15210	121907	69042	R			7.19	7.19	PF	Multiples	BUCKET OF ASHES
71864-09	010	15210	121907	69042	R			92.95	92.95	PF	Multiples	CHRONICLES OF NARNIA
71864-10	010	15210	121907	69042	R			16.73	16.73	PF	Multiples	ALICES ADVENTURES IN
71864-11	010	15210	121907	69042	R			40.25	40.25	PF	Multiples	CHRISTMAS
71864-12	010	15210	121907	69042	R			7.19	7.19	PF	Multiples	EAGLE THE CONCLUDING
71864-13	010	15210	121907	69042	R			13.63	13.63	PF	Multiples	MOVABLE MOTHER GOOSE
Total for Ck.# 69042				334.85								
71758-06	010	15600	121907	69043	R	4353	BOTTOM DOLLAR OFFICE SUPPL	220.70	217.02	PF	Multiples	FOAMING SPRAY
71851-01	010	15610	121907	69043	R			1045.60	1045.60	PF	71851	SELF SEAL MAILER #1
71851-02	010	15610	121907	69043	R			723.60	723.60	PF	71851	SELF SEAL MAILER #3
71851-03	010	15610	121907	69043	R			246.96	246.96	PF	71851	SELF SEAL MAILER #4
71851-04	010	15610	121907	69043	R			250.40	250.40	PF	71851	SELF SEAL MAILER #5
71851-05	010	15610	121907	69043	R			139.60	139.60	PF	71851	SELF SEAL MAILER #6
71851-06	010	15610	121907	69043	R			64.56	107.00	PF	71851	SELF SEAL MAILER #7
Total for Ck.# 69043				2730.18								
71560-01	010	15110	121907	69044	R	1030	COMPRISE TECHNOLOGIES, INC	1996.00	1996.00	PF	20711/392	8E6 R3000MSA FILTER
71560-02	010	15000	121907	69044	R			5722.47	5722.47	PF	20711/392	8E6 FILTER LICENSES
71560-03	010	15000	121907	69044	R			800.00	800.00	PF	20711/392	ACTIVATION & CONFIG
71560-04	010	15030	121907	69044	R			375.00	375.00	PF	20711/392	EXTENDED HARDWARE MA

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71560-05	010	15110	121907	69044	R			80.00	80.00	PF	20711/392	SHIPPING
Total for Ck.# 69044				8973.47								
71793-01	096	96140	121907	69045	R	2819	COPY CENTER OF TOPEKA	110.00	110.00	PF	077316	MACULAR FLYERS MARCH
71793-02	096	96140	121907	69045	R			110.00	110.00	PF	077316	MACULAR FLYERS APRIL
71793-03	096	96140	121907	69045	R			110.00	110.00	PF	077316	MACULAR FLYERS MAY
71793-04	096	96140	121907	69045	R			110.00	110.00	PF	077316	MACULAR FLYERS JUNE
71793-05	096	96140	121907	69045	R			110.00	110.00	PF	077316	MACULAR FLYERS JULY
Total for Ck.# 69045				550.00								
71727-01	010	15600	121907	69046	R	1247	COREFIRST BANK & TRUST	2987.70	2527.70	PF		TREE BARK-STANDARD
71729-01	010	15160	121907	69046	R			496.99	496.99	PF		AD-DIGITAL SRVC SUPR
71746-01	010	15020	121907	69046	R			429.79	429.79	PF		BANKS-SALT LAKE CITY
71789-01	010	15020	121907	69046	R			375.00	375.00	PF		SXSW REGISTRATION
71832-01	010	15020	121907	69046	R			375.00	375.00	PF		SXSW CONFERENCE
76842-01	010	15230	121907	69046	R			11.23	11.23	PF		ONLINE
Total for Ck.# 69046				4215.71								
71797-01	010	15040	121907	69047	R	2413	DAVIN ELECTRIC, INC.	1229.73	1229.73	PF	0007450	YOUTH/TEL REF/SORTIN
71769-01	010	15000	121907	69048	R	3340	DELL MARKETING L.P.	25082.40	25082.40	PF	XC9K28145	OPTIPLEX 740 COMPUTE
71769-02	010	15000	121907	69048	R			716.00	716.00	PF	XC9K28145	WARRANTY PARTS DIREC
Total for Ck.# 69048				25798.40								
76826-01	010	15620	121907	69049	R	1129	DEMCO	215.52	219.68	PF	3043686	SUPPLIES
76835-01	010	15620	121907	69049	R			210.91	221.30	PF	3047730	LABELS
76836-01	010	15620	121907	69049	R			32.68	32.69	PF	3046841	FOR REF ROLLS
Total for Ck.# 69049				473.67								
71745-05	010	15610	121907	69050	R	2390	ENVIRONMENTS INC	143.65	143.65	PF	578520	FOUR SEASONS BANNER
71723-01	010	15000	121907	69051	R	1587	GOVCONNECTION, INC.	24.95	24.95	PF	42831139	ADOBE INCOPY CS3 UPG
71723-02	010	15000	121907	69051	R			85.00	85.00	PF	42831139	ADOBE INCOPY CS3 UPG
Total for Ck.# 69051				109.95								
70011-01	010	15600	121907	69052	R	1205	GRAINGER	1940.93	76.74	PP	9524900942	A#: 81-834-0556
76834-01	010	15620	121907	69053	R	0151	HIGHSMITH INC.	32.79	33.44	PF	1257683-001	LAMINATING POUCHES
76840-01	010	15620	121907	69054	R	1037	KAPCO	2256.00	1792.53	PP	768015	EASY COVERS
71570-02	010	15040	121907	69055	O	0152	KEY STAFFING	4605.12	959.40	PP	Multiples	CUSTODIAL TEMP WORKE
71880-01	010	15300	121907	69056	R	1263	MCHENRY, JAMES A. JR	289.55	289.55	PF		MILEAGE-PERSONAL CAR
71738-01	010	15320	121907	69057	R	0099	MILLENNIUM CAFE	211.00	299.00	PF	5419	ANGELOVA RECEPT-12/3
71738-02	010	15320	121907	69057	R			10.55	14.95	PF	5419	5% SERVICEWARE
71785-01	010	15320	121907	69057	R			7.50	7.50	PF	5420	LARGE MUFFINS
71785-02	010	15320	121907	69057	R			9.00	9.00	PF	5420	LARGE SCONES
71785-03	010	15320	121907	69057	R			15.00	16.58	PF	5420	PUMP REGULAR COFFEE
Total for Ck.# 69057				347.03								
70525-01	010	15050	121907	69058	R	4288	PITNEY BOWES INC.	55416.00	14250.00	PF	09000001-DC07	ACCOUNT #:0900001
71874-01	010	15600	121907	69059	R	0696	PUR-O-ZONE	148.00	148.00	PF	409757	ENVIROX CARPET COMPL
70041-01	010	15310	121907	69060	R	2514	ROHR, JUDITH J.	700.00	84.39	PF		OUTREACH MILEAGE-OCT
71444-01	010	15040	121907	69061	R	1561	SCHENDEL SERVICES, INC.	3445.56	287.13	PP	02-0744061	MONTHLY SERVICE FEE
76837-01	010	15620	121907	69062	R	2027	SHOWCASES	555.60	547.02	PF	238269	AUDIO CASES
71881-01	010	15330	121907	69063	O	1288	SILVER LAKE LIBRARY	23584.50	23584.50	PF		PAYMENT FOR 2008

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71720-01	010	15040	121907	69064	R	3599	STEARNS SUPER CENTER	1000.00	1000.00	PF	2730	REPAIRS -- 2007
71761-01	010	15040	121907	69064	R			3089.97	3089.97	PF	2729	CARPET TILE LABOR
Total for Ck.# 69064				4089.97								
71530-01	010	15360	121907	69065	R	2600	SUNFLOWER PUBLISHING	780.00	780.00	PF	MERC005260	TOPEKA MAGAZINE AD
71794-01	010	15360	121907	69066	O	1834	TOPEKA WEST HIGH SCHOOL	60.00	60.00	PF		AD-NOV & DEC
70295-01	010	15030	121907	69067	R	1008	UNDERGROUND VAULTS &	500.00	12.00	PP	198771	CLIENT #: 200361
70175-01	010	15340	121907	69068	R	0038	UPS	3000.00	115.09	PP	0000691773507	SHIPPER #:691773
71878-01	010	15310	121907	69069	R	2606	WALLINE, LINDA	12.13	12.13	PF		25 MILES-PERSONALCAR
00231-01	010	15700	121907	69070	O	3518	AT&T MOBILITY	.00	141.50	VF	82679773X121620	A#:826797773
00232-01	010	15810	121907	69071	R	1727	KANSAS GAS SERVICE	.00	1397.54	VF		A#:510533207
71867-02	049	49800	121907	69072	R	2376	ALLSIGNS	11059.00	3870.65	PP	DEPOSIT	ACRYLIC PANELS
76622-01	031	31550	121907	69073	R	0761	COREFIRST BANK & TRUST	3657.00	317.92	PP		158 GAMES
76581-01	031	31550	121907	69074	R	1247	COREFIRST BANK & TRUST	6000.00	269.92	PP		248 GAMES
71876-01	058	58500	121907	69075	O	2043	CUEVAS, BONITA J	10.73	10.73	PF		DECORATION-TJMAXX
71861-01	058	58600	121907	69076	R	0180	FAPP, KATHERINE	20.00	20.00	PF		ARTS & CRAFTS SALE
71870-01	035	35500	121907	69077	R	1789	HEBERT, CATHRYN A	427.71	427.69	PF	2007	DISPLAY MATERIALS
71862-01	075	75650	121907	69078	O	3874	KANSAS HUMANITIES COUNCIL	200.00	200.00	PF	TK208125	NATIVE AMERICAN MYST
71762-01	049	49300	121907	69079	R	0099	MILLENNIUM CAFE	14.00	14.00	PF	5422	JUICES (12/1/07)
71762-02	049	49300	121907	69079	R			7.00	10.50	PF	5422	CINNAMON ROLLS
71762-03	049	49300	121907	69079	R			10.50	8.75	PF	5422	ASSORTED MUFFINS
71762-04	049	49300	121907	69079	R			1.55	1.66	PF	5422	5% SERVICEWARE
Total for Ck.# 69079				34.91								
76190-01	010	15210	122007	69080	R	0477	BAKER & TAYLOR BOOKS	4894.00	49.61	PP	Multiples	272 BOOKS
76225-01	010	15210	122007	69080	R			2058.00	30.56	PP	2019725893	118 BOOKS
76226-01	010	15210	122007	69080	R			6874.00	11.46	PP	2019750576	324 BOOKS
76274-01	010	15210	122007	69080	R			3053.00	50.58	PP	2019725895	189 BOOKS
76275-01	010	15210	122007	69080	R			5208.00	47.55	PP	2019750577	283 BOOKS
76276-01	010	15210	122007	69080	R			223.00	3.71	PP	2019827561	44 BOOKS
76326-01	010	15210	122007	69080	R			4798.00	506.00	PF	Multiples	254 BOOKS
76328-01	010	15210	122007	69080	R			139.00	34.86	PF	2019770303	3 BOOKS
76381-01	010	15210	122007	69080	R			7213.00	2301.74	PP	Multiples	432 BOOKS
76382-01	010	15210	122007	69080	R			8375.00	862.00	PP	Multiples	431 BOOKS
76383-01	010	15210	122007	69080	R			182.00	9.82	PP	2019793913	33 BOOKS
76384-01	010	15210	122007	69080	R			530.00	102.19	PP	Multiples	13 BOOKS
76404-01	025	21500	122007	69080	R			6124.00	2020.17	PF	Multiples	294 BOOKS
76415-01	010	15210	122007	69080	R			1418.00	197.85	PF	Multiples	98 BOOKS
76416-01	010	15210	122007	69080	R			4999.00	846.15	PP	Multiples	275
76417-01	010	15210	122007	69080	R			380.00	58.43	PF	Multiples	72 BOOKS
76462-01	010	15210	122007	69080	R			1325.00	277.95	PP	Multiples	93 BOOKS
76463-01	010	15210	122007	69080	R			5796.00	2383.34	PP	Multiples	270 BOOKS
76467-01	010	15210	122007	69080	R			1220.00	21.56	PP	2019750621	64 BOOKS
76512-01	010	15210	122007	69080	R			2544.00	422.51	PP	Multiples	155 BOOKS
76513-01	010	15210	122007	69080	R			2655.00	373.95	PP	Multiples	143 BOOKS
76514-01	010	15210	122007	69080	R			582.00	117.93	PP	Multiples	110 BOOKS

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76515-01	010	15210	122007	69080	R			1087.00	431.39	PP	Multiples	14 BOOKS
76516-01	010	15210	122007	69080	R			1698.00	29.92	PP	2019750622	140 BOOKS
76517-01	010	15210	122007	69080	R			7377.00	127.80	PP	2019787569	603 BOOKS
76527-01	025	21500	122007	69080	R			2990.00	137.68	PF	2019838055	126 BOOKS
76570-01	010	15210	122007	69080	R			2164.00	559.65	PP	Multiples	148 BOOKS
76571-01	010	15210	122007	69080	R			6625.00	1070.15	PP	Multiples	321 BOOKS
Total for Ck.# 69080				13086.51								
76847-01	010	15210	122007	69081	R	0718	BBC AUDIOBOOKS AMERICA	5.00	5.00	PF	307052	REPLACEMENT ART
76848-01	010	15210	122007	69082	R	0883	BLACKSTONE AUDIO BOOKS	232.70	232.70	PF	444077	NOV SO BOOKS
76849-01	010	15230	122007	69083	R	3963	BOOK WHOLESALERS INC.	31.50	31.50	PF	900129121	PLAN 1
76850-01	010	15230	122007	69083	R			487.53	487.53	PF	M124541A	PLAN 3
76851-01	010	15230	122007	69083	R			22.28	22.28	PF	M129125A	PLAN 5
76852-01	010	15230	122007	69083	R			273.48	273.48	PF	M129123A	PLAN 3
76853-01	010	15230	122007	69083	R			91.31	91.31	PF	M129122A	PLAN 2
76854-01	010	15230	122007	69083	R			134.59	134.59	PF	M129124A	PLAN 4
76855-01	010	15230	122007	69083	R			196.49	196.49	PF	M133210A	PLAN 1
76856-01	010	15230	122007	69083	R			48.41	48.41	PF	M133211A	PLAN 2
76857-01	010	15230	122007	69083	R			187.87	187.87	PF	M138806A	PLAN 4
76858-01	010	15230	122007	69083	R			174.24	174.24	PF	M124540A	PLAN 2
Total for Ck.# 69083				1647.70								
76859-01	010	15220	122007	69084	R	0253	COMMERCE CLEARING HOUSE	1364.00	1364.00	PF	9133089	KS STATE TAX REPORT
76861-01	010	15210	122007	69085	R	3403	D&B	729.50	729.50	PF	8861653-01	COMMUNITY PROFILE PO
76827-01	010	15210	122007	69086	O	3451	FINNEY COMPANY	3.00	5.00	PF	0072338	INDEX F
76863-01	010	15210	122007	69087	R	0692	GALE	385.25	385.25	PF	15475461	BK RVW IND
76864-01	010	15210	122007	69088	R	3550	GATEKEEPER	325.04	325.04	PF	JULY 2007	PLAN
76865-01	010	15210	122007	69089	O	1098	HACHETTE BOOK GROUP USA	1320.71	1251.98	PF	Multiples	PLAN
76866-01	010	15210	122007	69089	O			43.81	43.81	PF	25773479	PLAN
Total for Ck.# 69089				1295.79								
76867-01	010	15210	122007	69090	R	1461	HALL PUBLICATIONS, INC.	15.60	15.60	PF	26471	STREET GUIDE & MAP
76868-01	010	15210	122007	69091	R	0052	INFO USA MARKETING INC	520.00	520.00	PF	724086425	NEBRASKA BUS DIR
76869-01	010	15220	122007	69092	R	0793	LEAGUE OF KANSAS MUNICIPAL	30.00	30.00	PF	07-3944	KANSAS GOVERNMENT J
76870-01	010	15210	122007	69093	O	0053	LIBRARY OF CONGRESS	590.00	590.00	PF	11/14/07	LC SUB
76870-02	010	15210	122007	69093	O			40.00	40.00	PF	11/14/07	SUB CAT
76870-03	010	15210	122007	69093	O			35.00	35.00	PF	11/14/07	FREE FLOATING SUB
76870-04	010	15220	122007	69093	O			30.00	30.00	PF	11/14/07	CATA SER BULL
76871-01	010	15210	122007	69093	O			88.00	88.00	PF	11/14/07	LC RULE INTER
Total for Ck.# 69093				783.00								
76872-01	010	15210	122007	69094	R	4011	LOGIS TECH	145.17	145.17	PF	111951	PHONE BOOKS
76873-01	010	15210	122007	69094	R			103.58	103.58	PF	111751	PHONE BOOKS
Total for Ck.# 69094				248.75								
76412-01	010	15210	122007	69095	R	2534	MIDWEST TAPE	2997.00	18.68	PP	5367612	129 AV
76413-01	010	15210	122007	69095	R			375.00	153.72	PF	5367613	MIDAVA
76439-01	010	15210	122007	69095	R			1257.00	61.02	PP	5369578	62 AV
76440-01	010	15210	122007	69095	R			3633.00	162.48	PP	5379530	160 AV

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76441-01	010	15210	122007	69095	R			3512.00	33.68	PP	5379531	127 AV
76486-01	010	15210	122007	69095	R			2300.00	9.34	PP	5369579	94 AV
76505-01	010	15620	122007	69095	R			319.98	319.98	PF	1502700	CD CADDI CASE 2 DISC
76532-01	010	15210	122007	69095	R			2269.00	26.59	PP	5384165	109 AV
76589-01	010	15210	122007	69095	R			1273.00	449.00	PP	Multiples	26 AV
76590-01	010	15210	122007	69095	R			5860.00	448.88	PP	5383122	234 AV
76627-01	010	15210	122007	69095	R			14683.00	3831.00	PP	5379536	486 AV
76628-01	010	15210	122007	69095	R			2427.00	523.80	PP	Multiples	155 AV
76669-01	010	15210	122007	69095	R			6613.00	524.79	PP	Multiples	292 AV
76718-01	010	15210	122007	69095	R			19770.00	142.54	PP	Multiples	1483
76719-01	010	15210	122007	69095	R			15252.00	4516.38	PP	5378552	778 AV
76720-01	010	15210	122007	69095	R			3368.00	209.69	PP	Multiples	133 AV
76721-01	010	15210	122007	69095	R			2149.00	26.28	PP	5382178	112 AV
76726-01	010	15210	122007	69095	R			4655.78	947.12	PP	5378557	222 AV
76774-01	010	15210	122007	69095	R			4046.22	47.18	PP	5384170	248 ITEMS
Total for Ck.# 69095							12452.15					
76639-01	010	15210	122007	69096	R	0867	NASCO	645.00	515.90	PP	95523	30 BOOKS
76396-01	010	15210	122007	69097	R	1210	RANDOM HOUSE, INC	130.00	19.20	PF	1083970277	4 AV
76658-01	010	15210	122007	69097	R			366.00	292.00	PF	1083986452	4 AV
76724-01	010	15210	122007	69097	R			405.00	252.00	PP	1084045591	4 AV
Total for Ck.# 69097							563.20					
76337-01	010	15210	122007	69098	R	1564	RECORDED BOOKS, LLC	444.00	398.69	PF	3689116	4 AV
76874-01	010	15210	122007	69098	R			7.95	7.95	PF	3813710	REPLACEMENT
Total for Ck.# 69098							406.64					
70073-01	010	15340	122007	69099	R	1450	RESERVE ACCOUNT	429000.00	70000.00	PF		ACCT# 29667334
76640-01	010	15210	122007	69100	R	2169	S&S WORLDWIDE	25.00	36.83	PF	5778173	1 BOOK
76519-01	010	15210	122007	69101	O	1912	SCHIFFER PUBLISHING	235.00	30.29	PP	663905	6 BOOKS
76645-01	010	15210	122007	69102	O	0414	TFH LTD.	553.00	460.32	PP	126474	12 BOOKS
76875-01	010	15210	122007	69103	R	0074	WORLDWIDE DIRECTORY PROD.	117.68	117.68	PF	0000033374	PHONE BOOKS
76572-01	010	15210	122007	69104	R	0477	BAKER & TAYLOR BOOKS	3570.00	186.16	PP	Multiples	932 BOOKS
76574-01	010	15210	122007	69104	R			2109.00	64.90	PF	Multiples	150 BOOKS
76607-01	010	15210	122007	69104	R			846.00	110.23	PP	Multiples	85 BOOKS
76608-01	010	15210	122007	69104	R			516.00	196.11	PP	Multiples	26 BOOKS
76609-01	010	15210	122007	69104	R			126.00	4.91	PP	2019827565	21 BOOKS
76611-01	010	15210	122007	69104	R			812.00	58.05	PF	Multiples	91 BOOKS
76612-01	010	15210	122007	69104	R			2303.00	513.49	PP	Multiples	113 BOOKS
76623-01	010	15210	122007	69104	R			200.00	43.76	PF	2019770313	10 BOOKS
76632-01	010	15210	122007	69104	R			4270.00	1112.27	PP	Multiples	313 BOOKS
76633-01	010	15210	122007	69104	R			7910.00	1881.54	PP	Multiples	418 BOOKS
76634-01	010	15210	122007	69104	R			581.00	117.45	PP	Multiples	113 BOOKS
76635-01	010	15210	122007	69104	R			20.00	27.41	PF	2019838063	1 BOOK
76637-01	010	15210	122007	69104	R			1010.00	39.23	PP	Multiples	84 BOOKS
76662-01	025	21500	122007	69104	R			955.00	181.32	PP	Multiples	42 BOOKS
76708-01	010	15210	122007	69104	R			3610.00	3357.04	PP	Multiples	277 BOOKS

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76709-01	010	15210	122007	69104	R			10603.00	9881.03	PP	Multiples	516 BOOKS
76710-01	010	15210	122007	69104	R			882.00	80.47	PP	Multiples	203 BOOKS
76712-01	010	15210	122007	69104	R			81.00	53.73	PF	2019750597	3 BOOKS
76713-01	010	15210	122007	69104	R			3670.00	3358.80	PP	Multiples	454 BOOKS
76714-01	010	15210	122007	69104	R			2339.00	2371.07	PF	Multiples	145 BOOKS
76716-01	010	15210	122007	69104	R			38.00	30.56	PP	2019750598	2 BOOKS
76844-01	010	15210	122007	69104	R			747.34	747.34	PF	5008413360	SO BOOKS
76845-01	010	15210	122007	69104	R			1011.24	1011.24	PF	5008396603	SO BOOKS
76846-01	010	15210	122007	69104	R			242.30	242.30	PF	5008396604	SO BOOKS
76876-01	025	21500	122007	69104	R			2491.37	2424.95	PF	Multiples	156 BOOKS
Total for Ck.# 69104							28095.36					
76213-01	031	31500	122007	69105	R	0477	BAKER & TAYLOR BOOKS	194.00	21.03	PF	2019725892	7 BOOKS
76242-01	031	31550	122007	69105	R			2158.00	32.13	PF	2019725894	178 BOOKS
76398-01	031	31550	122007	69105	R			3092.00	21.00	PF	2019725900	249 BOOKS
76405-01	031	31500	122007	69105	R			360.00	87.50	PP	2019725902	9 BOOKS
76430-01	031	31550	122007	69105	R			2120.00	102.40	PP	2019750620	183 BOOKS
76437-01	031	31550	122007	69105	R			270.00	68.90	PF	Multiples	29 BOOKS
76580-01	031	31550	122007	69105	R			360.00	26.40	PP	2019725911	43 BOOKS
76586-01	031	31500	122007	69105	R			35.00	21.03	PF	2019725912	1 BOOK
76664-01	031	31500	122007	69105	R			100.00	46.01	PF	2019725916	3 BOOKS
76717-01	031	31500	122007	69105	R			87.00	92.62	PF	2019750599	4 BOOKS
Total for Ck.# 69105							519.02					
76403-01	031	31550	122007	69106	R	3949	BAKER & TAYLOR ENTERTAINME	18000.00	1835.42	PP	Multiples	484 AV
76696-01	031	31550	122007	69106	R			120.00	107.97	PF	H13537870	2 GAMES
Total for Ck.# 69106							1943.39					
71898-01	015	19200	122707	69107	O	3622	LIBERTY MUTUAL	18517.00	18517.00	PF	DEPOSIT	DEPOSIT FOR 2008
71896-01	010	15130	122707	69108	O	3616	MORROW TECHNOLOGIES CORP	30750.50	18375.25	PP	DEPOSIT	JANUS DIGITAL DISPLY
76275-01	010	15210	122807	69110	O	0477	BAKER & TAYLOR BOOKS	5208.00	88.11	PP	Multiples	283 BOOKS
76382-01	010	15210	122807	69110	O			8375.00	16.43	PP	2019862384	431 BOOKS
76463-01	010	15210	122807	69110	O			5796.00	29.48	PP	2019862387	270 BOOKS
76467-01	010	15210	122807	69110	O			1220.00	40.92	PP	2019961466	64 BOOKS
76513-01	010	15210	122807	69110	O			2655.00	16.25	PP	2019862389	143 BOOKS
76514-01	010	15210	122807	69110	O			582.00	6.84	PP	2019926644	110 BOOKS
76516-01	010	15210	122807	69110	O			1698.00	10.38	PP	2019961467	140 BOOKS
76517-01	010	15210	122807	69110	O			7377.00	38.52	PP	2019915352	603 BOOKS
76570-01	010	15210	122807	69110	O			2164.00	51.16	PP	2019862390	148 BOOKS
76571-01	010	15210	122807	69110	O			6625.00	129.88	PP	2019862391	321 BOOKS
76632-01	010	15210	122807	69110	O			4270.00	348.62	PP	2019862392	313 BOOKS
76633-01	010	15210	122807	69110	O			7910.00	21.03	PP	2019862393	418 BOOKS
76634-01	010	15210	122807	69110	O			581.00	54.90	PP	2019926645	113 BOOKS
76637-01	010	15210	122807	69110	O			1010.00	39.96	PP	2019961468	84 BOOKS
76708-01	010	15210	122807	69110	O			3610.00	105.39	PP	2019862394	277 BOOKS
76709-01	010	15210	122807	69110	O			10603.00	125.27	PP	Multiples	516 BOOKS
76769-01	010	15210	122807	69110	O			490.00	344.29	PP	Multiples	84 BOOKS

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
76770-01	010	15210	122807	69110	O			3200.00	210.60	PP	2019915354	152 BOOKS
76771-01	010	15210	122807	69110	O			4000.00	303.20	PP	Multiples	228 BOOKS
76772-01	010	15210	122807	69110	O			17.99	11.30	PF	2019862398	1 BOOK
76878-01	025	21500	122807	69110	O			69.44	58.34	PP	2019750626	COMPLETE PO#76714
76912-01	010	15210	122807	69110	O			82.51	82.51	PF	Multiples	COMPLETE PO#76714
76913-01	010	15210	122807	69110	O			962.79	962.79	PP	Multiples	64 BOOKS
Total for Ck.# 69110							3096.17					
76914-01	010	15210	122807	69111	O	0718	BBC AUDIOBOOKS AMERICA	6.50	6.50	PF	307051	REPLACEMENT
76828-01	010	15210	122807	69112	O	3605	HAYDEN YEARBOOK	30.00	30.00	PF		2004-2007 YEARBOOKS
76253-01	010	15210	122807	69113	O	2534	MIDWEST TAPE	5596.00	868.25	PP	Multiples	196 AV
76627-01	010	15210	122807	69113	O			14683.00	918.92	PP	5390262	486 AV
76628-01	010	15210	122807	69113	O			2427.00	16.84	PP	5387738	155 AV
76667-01	010	15210	122807	69113	O			5252.00	33.68	PP	5387739	253 AV
76668-01	010	15210	122807	69113	O			4145.00	459.95	PP	Multiples	141 AV
76669-01	010	15210	122807	69113	O			6613.00	109.97	PP	Multiples	292 AV
76670-01	010	15210	122807	69113	O			3119.00	44.67	PP	5385810	188 AV
76718-01	010	15210	122807	69113	O			19770.00	10255.52	PF	Multiples	1483
76719-01	010	15210	122807	69113	O			15252.00	5974.01	PP	Multiples	778 AV
76720-01	010	15210	122807	69113	O			3368.00	773.20	PP	Multiples	133 AV
76721-01	010	15210	122807	69113	O			2149.00	1442.85	PP	Multiples	112 AV
76726-01	010	15210	122807	69113	O			4655.78	466.74	PP	Multiples	222 AV
76773-01	010	15210	122807	69113	O			701.19	402.18	PP	5389859	46 ITEMS
76774-01	010	15210	122807	69113	O			4046.22	1837.48	PP	Multiples	248 ITEMS
76775-01	010	15210	122807	69113	O			2268.49	527.98	PP	Multiples	136 ITEMS
76830-01	010	15210	122807	69113	O			9676.10	3755.23	PP	Multiples	370 DVD
76831-01	010	15210	122807	69113	O			1198.31	743.60	PP	Multiples	74 AV
76832-01	010	15210	122807	69113	O			6949.55	1357.59	PP	Multiples	255 AV
76940-01	010	15210	122807	69113	O			1000.00	31.84	PP	5389846	AVR
Total for Ck.# 69113							30020.50					
76405-01	031	31500	122807	69114	O	0477	BAKER & TAYLOR BOOKS	360.00	18.14	PP	2019862385	9 BOOKS
76877-01	031	31530	122807	69114	O			68.84	68.84	PF	2019838056	2 BOOKS
Total for Ck.# 69114							86.98					
71879-01	010	15300	122907	69115	O	4357	AMERICAN LIBRARY ASSOCIATI	220.00	220.00	PF	RENEWAL	PYKO # 0206381
76881-01	025	21500	122907	69116	O	2366	AS PRATT & SONS	278.95	278.95	PF	1195039	PRATTS THORNKIDE EN
76901-01	025	21500	122907	69117	O	0477	BAKER & TAYLOR BOOKS	312.39	312.39	PF	5008454773	SO BOOKS
76902-01	025	21500	122907	69117	O			1361.05	1361.05	PF	5008432749	SO BOOKS
76915-01	010	15210	122907	69117	O			488.45	488.45	PF	5008479083	SO BOOKS
76916-01	010	15210	122907	69117	O			762.52	762.52	PF	5008479082	SO BOOKS
Total for Ck.# 69117							2924.41					
71894-01	010	15140	122907	69118	O	3595	BARKER PRINTING COMPANY	267.85	267.85	PF	63585	DANTE'S INFERNO POST
71913-01	010	15350	122907	69118	O			1099.14	1099.14	PF	63628	PERSONAL GUIDE AND
Total for Ck.# 69118							1366.99					
71267-01	010	15100	122907	69119	O	0068	BIBLIOGRAPHICAL CENTER FOR	50000.00	4487.10	PP	13427	CATALOGING 2007/2008
71267-02	010	15100	122907	69119	O			20000.00	222.74	PP	13427	ILL CHGS 2007/2008

DATE 01/03/08 TOPEKA AND SHAWNEE CO. LIBRARY
STATUS - O- R- C- V BANK ALL DATES 120107 - 123107

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
76882-01	025	21500	122907	69119	O			1821.00	1821.00	PF	13734	RESEARCHER ONLINE
76899-01	025	21500	122907	69119	O			6480.00	6480.00	PF	14261	BUSINESS DECISION
Total for Ck.# 69119				13010.84								
76883-01	025	21500	122907	69120	O	0883	BLACKSTONE AUDIO BOOKS	78.00	78.00	PF	446623	PLAN
76903-01	025	21500	122907	69120	O			199.55	199.55	PF	446284	PLAN
Total for Ck.# 69120				277.55								
76884-01	025	21500	122907	69121	O	3963	BOOK WHOLESALERS INC.	365.67	365.67	PF	M140755A	PLAN 1
76885-01	025	21500	122907	69121	O			109.01	109.01	PF	M147570A	PLAN 1
76886-01	025	21500	122907	69121	O			179.89	179.89	PF	M143548A	PLAN 1
76887-01	025	21500	122907	69121	O			28.28	28.28	PF	M143180A	PLAN 2
76888-01	025	21500	122907	69121	O			203.26	203.26	PF	M140756A	PLAN 3
76889-01	025	21500	122907	69121	O			81.33	81.33	PF	M145367A	PLAN 4
76890-01	025	21500	122907	69121	O			25.41	25.41	PF	M143181A	PLAN 5
76891-01	025	21500	122907	69121	O			12.49	12.49	PF	M138807A	PLAN 5
Total for Ck.# 69121				1005.34								
71890-01	010	15610	122907	69122	O	4353	BOTTOM DOLLAR OFFICE SUPPL	1045.60	1045.60	PF	047401	SELF SEAL MAILER #1
71890-02	010	15610	122907	69122	O			723.60	723.60	PF	047401	SELF SEAL MAILER #3
71890-03	010	15610	122907	69122	O			164.64	164.64	PF	047401	SELF SEAL MAILER #4
71890-04	010	15610	122907	69122	O			100.16	100.16	PF	047401	SELF SEAL MAILER #5
71890-05	010	15610	122907	69122	O			34.90	34.90	PF	047401	SELF SEAL MAILER #6
71890-06	010	15610	122907	69122	O			32.28	53.50	PF	047401	SELF SEAL MAILER #7
Total for Ck.# 69122				2122.40								
70004-01	010	15600	122907	69123	O	2060	CAPITAL BELT & SUPPLY CO.	412.29	144.88	PF	19554	CUSTOMER ID#: 1515SW
76833-01	010	15620	122907	69124	O	0019	CAPITOL CITY OFFICE PRODUC	31.10	96.53	PF	Multiples	TAPE / BROWNLINE REF
71842-01	010	15610	122907	69125	O	3621	CHILDCRAFT	99.95	99.95	PF	202700007145	COMM HELP DRESS UP
71842-02	010	15610	122907	69125	O			14.99	14.99	PF	202700007145	SHIPPING
Total for Ck.# 69125				114.94								
71469-01	010	15060	122907	69126	O	3547	CIVIC TECHNOLOGIES	25441.00	25068.92	PF	14312	GIS ANALYSIS SERVICE
71852-01	010	15600	122907	69127	O	3335	CONSOLIDATED PLASTICS CO.,	136.40	136.40	PF	6870090	45X70 PREMIERE MAT
71852-02	010	15600	122907	69127	O			14.00	15.99	PF	6870090	ESTIMATE SHIPPING
Total for Ck.# 69127				152.39								
76904-01	025	21500	122907	69128	O	3403	D&B	704.50	704.50	PF	8891588-01	DIRECTORY OF SERVICE
71477-01	010	15040	122907	69129	O	2413	DAVIN ELECTRIC, INC.	4350.00	2750.00	PP	07032-4	4 POKE THRU FLOOR BX
71777-01	010	15110	122907	69130	O	3340	DELL MARKETING L.P.	1980.07	1980.07	PF	XC99N86P8	LATITUDE D630 LAPTOP
71778-01	010	15110	122907	69130	O			2306.67	2306.67	PF	XC9C7CT34	LATITUDE D430 LAPTOP
Total for Ck.# 69130				4286.74								
71916-01	010	15360	122907	69131	O	1255	DOWNTOWN TOPEKA, INC.	360.00	360.00	PF		DTI ANNUAL MEETING
70809-01	010	15060	122907	69132	O	2106	E.ARCHITECTS	6400.00	1040.00	PP	Multiples	RENDERINGS
71882-01	010	15320	122907	69133	O	3617	ELA AREA PUBLIC LIBRARY -	24.95	24.95	PF	88	FAHRENHEIT 451
76906-01	025	21500	122907	69134	O	0692	GALE	152.50	152.50	PF	15478444	SMTHING ABOUT AUTH
76907-01	025	21500	122907	69134	O			152.50	152.50	PF	15439136	SMTHNG ABOUT AUT 181
76908-01	025	21500	122907	69134	O			233.25	233.25	PF	15498680	DLB 338
76917-01	010	15210	122907	69134	O			523.25	523.25	PF	15514457	SMLL BUS SRCBK 23
76918-01	010	15210	122907	69134	O			1262.00	1262.00	PF	15511802	DIR SPEC LIBR 34

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76919-01	010	15210	122907	69134	O			1100.50	1100.50	PF	15511137	CONSLNT CONSLTNG OR
76920-01	010	15210	122907	69134	O			623.00	623.00	PF	15511954	ENCY ASS 45
76927-01	010	15210	122907	69134	O			1201.20	1201.20	PF	15520861	BRNDS & THR CO 30
76928-01	010	15210	122907	69134	O			794.00	794.00	PF	15520585	CO & THR BRNDS 30
Total for Ck.# 69134				6042.20								
71839-01	010	15600	122907	69135	O	0034	GRAGG'S PAINT COMPANY	340.00	290.00	PF	256575	ICE MELT
71918-01	010	15310	122907	69136	O	1843	GROESBECK, KATHRYN J.	194.00	194.00	PF		MILEAGE-PERSONAL CAR
70264-01	010	15060	122907	69137	O	1789	HEBERT, CATHRYN A	10800.00	765.00	PF	L20074	CONSULTING 2007
70010-01	010	15910	122907	69138	O	1893	HERITAGE TRACTOR, INC.	500.00	49.00	PF	34484	PURCHASES 2007
76763-01	010	15200	122907	69139	O	1486	HOUCHEN BINDERY	151.30	141.30	PF	156642	14 BOOKS
76925-01	010	15220	122907	69140	O	2879	KANSAS CITY STAR	448.11	448.11	PF	316427	KANSAS CITY STAR
76892-01	025	21500	122907	69141	O	3331	KANSAS STATE HISTORICAL	720.00	720.00	PF	LAM1166	18 FILM REELS
71527-01	010	15140	122907	69142	O	3567	KEVIN SINK PHOTOGRAPHY	230.00	230.00	PF	2403	AFTER THE ICE STORM
71527-02	010	15140	122907	69142	O			290.00	290.00	PF	2403	CLEARING SUMMER STRM
Total for Ck.# 69142				520.00								
71570-02	010	15040	122907	69143	O	0152	KEY STAFFING	4605.12	871.46	PP	3000990	CUSTODIAL TEMP WORKE
70015-01	010	15600	122907	69144	O	1781	KRIZ-DAVIS COMPANY	10006.56	344.05	PF	Multiples	ACCOUNT #: 3-20040
71836-01	010	15030	122907	69145	O	1653	LAN-TEL COMMUNICATIONS	3002.00	1013.00	PF	2907	BALANCE PO#71454
71764-01	010	15110	122907	69146	O	3602	LANDSCAPE FORMS, INC.	7880.00	7880.00	PF	0000013338	CHASE PARK BENCH
71764-02	010	15110	122907	69146	O			790.00	790.00	PF	0000013338	SHIPPING
Total for Ck.# 69146				8670.00								
70049-01	010	15910	122907	69147	O	2803	LEE'S TRUCK INC.	11075.87	3552.00	PP	Multiples	EST SERVICES/PURCHAS
71859-01	010	15600	122907	69148	O	2676	LEON'S SERVICES, LLC	213.93	213.93	PF	7804	FLO JET PUMP
62004-01	010	04010	122907	69149	O	0901	LIBRARY SOURCE	31000.00	31000.00	PF	42797	SHELVING PER ATTACHE
71214-01	010	15110	122907	69149	O			830.96	830.96	PF	42820	66" HALF/C UPRIGHTS
71214-02	010	15110	122907	69149	O			520.56	520.56	PF	42820	SF BASE SHELVES 12"
71214-03	010	15110	122907	69149	O			165.00	165.00	PF	42820	L BASE BRACKET 12"
71214-04	010	15110	122907	69149	O			330.00	330.00	PF	42820	R BASE BRACKET 12"
71214-05	010	15110	122907	69149	O			522.35	522.35	PF	42820	DF BASE BRACKETS 24"
71214-06	010	15110	122907	69149	O			172.00	172.00	PF	42820	DF BASE SHELVES
71500-01	010	15130	122907	69149	O			3856.32	3856.32	PF	42828	FIXED SLOPING DISPLA
Total for Ck.# 69149				37397.19								
76909-01	025	21500	122907	69150	O	4011	LOGIS TECH	80.50	80.50	PF	112197	PHONE BOOKS
76926-01	010	15210	122907	69151	O	1357	MCGRAW-HILL COMPANIES	193.54	193.54	PF	36918757001	YEARBOOK OF SCIENCE
71856-01	010	15610	122907	69152	O	1890	MEDCO SUPPLY COMPANY	19.90	19.90	PF	40743012	ECONO-WRAP LF ELASTI
71856-02	010	15610	122907	69152	O			19.80	19.80	PF	40743012	MASUNE INSTANT COLD
71856-03	010	15610	122907	69152	O			110.85	110.85	PF	40743012	MEDI-QUICK FIRST AID
71856-04	010	15610	122907	69152	O			16.35	16.35	PF	40743012	WATER-JEL TRIPLE ANT
71856-05	010	15610	122907	69152	O			61.95	61.95	PF	40743012	WATER-JEL BURN JEL
71856-06	010	15610	122907	69152	O			128.45	128.45	PF	40743012	BAUSCH & LOMB EYE WA
71856-07	010	15610	122907	69152	O			111.90	111.90	PF	40743012	EMPTY CABINET
71856-08	010	15610	122907	69152	O			14.95	14.95	PF	40743012	SHIPPING
Total for Ck.# 69152				484.15								
75995-01	010	15210	122907	69153	O	2534	MIDWEST TAPE	1930.00	20.59	PF	5385797	76 AV

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76297-01	010	15210	122907	69153	O			12332.00	20.59	PP	5385798	383 AV
76486-01	010	15210	122907	69153	O			2300.00	88.08	PF	5364675	94 AV
76488-01	010	15210	122907	69153	O			1825.00	33.68	PP	5379532	80 AV
76489-01	010	15210	122907	69153	O			1888.00	73.02	PP	5379533	40 AV
76490-01	010	15210	122907	69153	O			4897.00	519.84	PP	5366376	190 AV
76530-01	010	15210	122907	69153	O			11507.00	751.19	PP	Multiples	535 AV
76531-01	010	15210	122907	69153	O			10992.00	39.78	PP	5389857	399 AV
76589-01	010	15210	122907	69153	O			1273.00	273.70	PF	5379534	26 AV
76590-01	010	15210	122907	69153	O			5860.00	1625.12	PP	Multiples	234 AV
76626-01	010	15210	122907	69153	O			2359.00	1252.41	PP	5364686	156 AV
76896-01	025	21500	122907	69153	O			144.96	144.96	PF	5372100	PLAN
76897-01	025	21500	122907	69153	O			110.45	110.45	PF	5370566	PLAN
76910-01	025	21500	122907	69153	O			10.99	10.99	PF	5374100	REPLACMENT
Total for Ck.# 69153				4964.40								
71737-01	010	15320	122907	69154	O	0099	MILLENNIUM CAFE	10.00	10.00	PF	5456	COFFEE (12/20/07)
71737-02	010	15320	122907	69154	O			5.50	5.50	PF	5456	SMALL POWER COOKIES
71737-03	010	15320	122907	69154	O			15.00	15.00	PF	5456	THUMB PRINTS
71737-04	010	15320	122907	69154	O			1.53	1.53	PF	5456	5% SERVICEWARE
71884-01	010	15320	122907	69154	O			41.48	74.56	PF	Multiples	CIVIC TECHNOLOGIES
Total for Ck.# 69154				106.59								
71873-01	010	15350	122907	69155	O	3452	MODERN POSTCARD	91.01	91.01	PF	1178766	LIBRARY POSTCARDS
70076-01	010	15040	122907	69156	O	4216	MONTGOMERY DOOR CONTROLS	1559.50	135.00	PF	1-2519	REPAIR SERVICES-2007
71863-01	010	15600	122907	69157	O	0696	PUR-O-ZONE	92.00	92.00	PF	415383	VACUUM MOTORS
71863-02	010	15600	122907	69157	O			10.00	10.00	PF	415383	GASKETS
71863-03	010	15600	122907	69157	O			2.50	2.50	PF	415383	FUEL SURCHARGE
Total for Ck.# 69157				104.50								
71914-01	010	15330	122907	69158	O	3053	ROSSVILLE COMMUNITY LIBRAR	18633.50	18633.50	PF		ANNUAL PAYMENT
71893-01	010	15600	122907	69159	O	1286	SAM'S CLUB	1439.58	1439.58	PF		DYSON DC 17 VACUUM
70016-01	010	15600	122907	69160	O	1505	SHERWIN WILLIAMS	1627.60	534.28	PF	4057-8	ACCT #: 1005-3659-8
71854-01	010	15600	122907	69161	O	2675	SIGGINS COMPANY, INC.	13.00	13.00	PF	18271	SPINDLES FOR B-28888
71854-02	010	15600	122907	69161	O			37.50	37.50	PF	18271	SPINDLES FOR U842A
71854-03	010	15600	122907	69161	O			15.00	15.00	PF	18271	SHIPPING ESTIMATE
Total for Ck.# 69161				65.50								
76893-01	025	21500	122907	69162	O	0917	SIMON & SCHUSTER	15.96	15.96	PF	5874181-6	PLAN
76894-01	025	21500	122907	69162	O			14.00	14.00	PF	6025234-1	PLAN
76895-01	025	21500	122907	69162	O			14.00	14.00	PF	5802073-9	PLAN
79623-01	010	15210	122907	69162	O			14.00	14.00	PF	006025234	PLAN
Total for Ck.# 69162				57.96								
71869-01	010	15030	122907	69163	O	1895	SIRSIDYNIX	20652.85	20652.85	PF	Multiples	HORIZON SOFTWARE MAI
71869-02	010	15030	122907	69163	O			9596.40	9596.40	PF	Multiples	INTEGRATED MAINTENAN
71869-03	010	15030	122907	69163	O			1495.20	1495.20	PF	Multiples	PERIPHERAL MAINTENAN
71869-04	010	15230	122907	69163	O			5165.72	5165.72	PF	Multiples	SUBSCRIPTION RENEWAL
Total for Ck.# 69163				36910.17								
76898-01	025	21500	122907	69164	O	1728	TAYLOR & FRANCIS/ROUTLEDGE	1333.98	1333.98	PF	T7-277552-S	SO BOOKS

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
79622-01	010	15210	122907	69165	O	3208	VAMP AND TRAMP BOOKSELLERS	1068.00	1068.00	PF	4810	2 BOOKS
76921-01	010	15210	122907	69166	O	4387	WEST GROUP	101.50	101.50	PF	815046751	KS COURT RULES
00233-01	010	15800	122907	69167	O	3565	KAW VALLEY ELECTRIC	.00	29.56	VF		A#2813009200
00234-01	010	15810	122907	69168	O	0174	ONEOK ENERGY MARKETING COM	.00	4518.24	VF		S-2007-12-7460-OEMC
00235-01	010	15820	122907	69169	O	2082	TOPEKA WATER	.00	227.09	VF		1020 SW WASHBURN AVE
00235-02	010	15820	122907	69169	O			.00	115.23	VF		1100 SW GARFIELD-SPK
00235-03	010	15820	122907	69169	O			.00	40.79	VF		1515 SW 11TH-SPKLR
00235-04	010	15820	122907	69169	O			.00	2019.74	VF		1515 SW 10TH AVE B
00235-05	010	15820	122907	69169	O			.00	8.82	VF		1101 SW HORNE-SPKLR
Total for Ck.# 69169				2411.67								
71704-01	049	49600	122907	69170	O	1577	AMERICAN LIBRARY ASSOCIATI	271.00	271.00	PF	11958934	BOOKMARKS
71704-02	049	49600	122907	69170	O			21.68	21.68	PF	11958934	SHIPPING
Total for Ck.# 69170				292.68								
71885-01	049	49300	122907	69171	O	0734	LOLLEY, GAYLE	25.78	25.78	PF		REIMB-WAL-MART
71908-01	032	32500	122907	69172	O	2888	MOSHER, JAMES M	22.60	22.60	PF		BREWSTER PROGRAMS
71902-01	049	49300	122907	69173	O	0322	OKAMITSU, MARIA L	47.81	47.81	PF		REIMB-WAL-MART-GAMES
71883-01	049	49300	122907	69174	O	2467	WEBB, LUANNE L	30.00	30.00	PF		GIFT CARDS
71883-02	049	49300	122907	69174	O			100.00	100.00	PF		GIFT CARDS
Total for Ck.# 69174				130.00								
00239-01	000	00510	123107	69175	O	2840	LOYAL AMERICAN LIFE INSURA	.00	1301.95	VF	12/21/07	AAB015 - JAN 2008
00238-01	000	00509	123107	69176	O	1225	MOW EMPLOYEE BENEFIT PLANS	.00	9247.80	VF	DECEMBER 2007	CASE# G73065-DEC 07
00240-01	000	00510	123107	69177	O	2936	PHILADELPHIA AMERICAN LIFE	.00	66.74	VF	12/20/07	1G1590 - JAN 2008
00240-02	000	00510	123107	69177	O			.00	864.40	VF	12/20/07	AK025 - JAN 2008
Total for Ck.# 69177				931.14								
00237-01	000	00525	123107	69178	O	1256	THE LIBRARY FOUNDATION	.00	1469.62	VF	4TH QTR 2007	FDT CONT OCT-DEC 07
00237-02	000	00529	123107	69178	O			.00	30.00	VF	4TH QTR 2007	SPEC COLLECT CONT
Total for Ck.# 69178				1499.62								
00236-01	000	00530	123107	69179	O	0220	TSCPL	.00	60.00	VF	SILENTS IN CATH	4TH QTR PAYROLL DED
00241-01	010	15700	123107	69180	O	1919	AT&T	.00	2195.78	VF	12/19/07	ACCT#913A5600380754
00241-02	096	96150	123107	69180	O			.00	70.37	VF	12/19/07	ACCT#913A5600380754
Total for Ck.# 69180				2266.15								
00242-01	010	15820	123107	69181	O	2082	TOPEKA WATER	.00	47.96	VF	12/28/07	1515 SW 10TH AVE
70231-01	010	15700	123107	69182	O	0146	AT&T INTERNET SERVICES	51742.80	4311.90	PF	12/12/07	ACCOUNT#: 845459456
71928-01	010	15160	123107	69183	O	0027	BARRON, KATHLEEN	25.00	25.00	PF		FLU SHOT
71860-01	010	15610	123107	69184	O	0019	CAPITOL CITY OFFICE PRODUC	87.89	87.89	PF	Multiples	DESK/WALL CALENDARS
71860-02	010	15610	123107	69184	O			15.72	15.72	PF	Multiples	DESK PAD
71860-03	010	15610	123107	69184	O			17.78	17.78	PF	Multiples	MONTHLY
71860-04	010	15610	123107	69184	O			299.94	299.94	PF	Multiples	3"X165' ADD ROLLS
71860-05	010	15610	123107	69184	O			10.39	10.39	PF	Multiples	MONTHLY
71860-06	010	15610	123107	69184	O			15.46	15.46	PF	Multiples	3 MONTH WALL
71891-01	010	15610	123107	69184	O			43.50	43.50	PF	821880-0	SPARCO 4" D-RING BIN
Total for Ck.# 69184				490.68								
71872-01	010	15000	123107	69185	O	3340	DELL MARKETING L.P.	902.60	902.60	PF	XCC7M2732	LCD PROJECTOR
71875-01	010	15000	123107	69185	O			1400.00	1400.00	PF	XCC7WF9P7	17" LCD MONITORS

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
Total for Ck.# 69185						2302.60						
70226-01	010	15060	123107	69186	O	2834	ENGEL & GEIER, PA	10000.00	4266.50	PF	12/25/07	CHARGES 2007
71892-01	010	15140	123107	69187	O	0103	GAYLORD BROS	17.99	15.29	PF	1115482	STOCKINETTE TUBING
71892-02	010	15140	123107	69187	O			47.78	40.62	PF	1115482	STOCKINETTE TUBING
71892-03	010	15140	123107	69187	O			125.20	106.42	PF	1115482	BUFFERED TISSUE
71892-04	010	15140	123107	69187	O			102.66	87.26	PF	1115482	UNBUFFERED TISSUE
71892-05	010	15140	123107	69187	O			13.61	13.61	PF	1115482	SHIPPING
Total for Ck.# 69187						263.20						
71886-01	010	15600	123107	69188	O	0034	GRAGG'S PAINT COMPANY	290.00	290.00	PF	257140	50# BAGS ICE MELT
71923-01	010	15360	123107	69189	O	2265	KANSAS TRAVEL & TOURISM	700.00	700.00	PF	Multiples	CHAMBER RELOCATION G
71923-02	010	15360	123107	69189	O			700.00	700.00	PF	Multiples	CHAMBER MEMBERSHIP D
Total for Ck.# 69189						1400.00						
71570-02	010	15040	123107	69190	O	0152	KEY STAFFING	6881.84	815.49	PP	3001059	CUSTODIAL TEMP WORKE
70049-01	010	15910	123107	69191	O	2803	LEE'S TRUCK INC.	15827.87	1653.34	PF	14066	EST SERVICES/PURCHAS
71921-01	010	15600	123107	69192	O	3690	LOWE'S COMPANIES, INC.	1000.00	1074.08	PF	Multiples	ACCOUNT#:99001183757
71865-01	010	15600	123107	69193	O	0966	MICHAEL TODD & COMPANY, IN	428.74	428.74	PF	107012	BRUSHES FOR JD BROOM
71865-02	010	15600	123107	69193	O			50.00	41.57	PF	107012	ESTIMATED SHIPPING
Total for Ck.# 69193						470.31						
71927-01	010	15120	123107	69194	O	3767	NEW DIRECTIONS BEHAVIORAL	437.50	437.50	PF	162258	MEDIATION 11/14/07
71904-01	010	15340	123107	69195	O	0579	PETTY CASH-NANCY WATKINS	4.92	4.92	PF		REPLENISH PETTY CASH
71904-02	010	15600	123107	69195	O			35.32	35.32	PF		REPLENISH PETTY CASH
Total for Ck.# 69195						40.24						
71920-01	010	15600	123107	69196	O	3697	ROACH HARDWARE INC.	50.00	47.95	PF	Multiples	CUSTOMER #:191966
71843-01	010	15040	123107	69197	O	3625	SUPREME LANDSCAPE AND TURF	5000.00	4154.66	PP	Multiples	SNOW PLOWING/SALTING
71924-01	010	15320	123107	69198	O	1970	U.S. BANK-CREDIT RESEARCH	25.00	25.00	PF		AUDIT REQUEST FEE
76381-01	010	15210	123107	69199	O	0477	BAKER & TAYLOR BOOKS	7213.00	13.85	PP	2019899213	432 BOOKS
76382-01	010	15210	123107	69199	O			8375.00	14.45	PP	2019899214	431 BOOKS
76416-01	010	15210	123107	69199	O			4999.00	17.43	PP	2019899216	275
76462-01	010	15210	123107	69199	O			1325.00	13.23	PF	2019899217	93 BOOKS
76463-01	010	15210	123107	69199	O			5796.00	29.87	PP	2019899218	270 BOOKS
76512-01	010	15210	123107	69199	O			2544.00	102.28	PP	2019899219	155 BOOKS
76513-01	010	15210	123107	69199	O			2655.00	16.25	PP	2019899220	143 BOOKS
76514-01	010	15210	123107	69199	O			582.00	45.23	PP	2019979234	110 BOOKS
76570-01	010	15210	123107	69199	O			2164.00	135.07	PP	2019899221	148 BOOKS
76571-01	010	15210	123107	69199	O			6625.00	248.34	PP	2019899222	321 BOOKS
76572-01	010	15210	123107	69199	O			3570.00	12.93	PP	2019979235	932 BOOKS
76608-01	010	15210	123107	69199	O			516.00	71.51	PP	2019899224	26 BOOKS
76609-01	010	15210	123107	69199	O			126.00	4.31	PF	2019979236	21 BOOKS
76632-01	010	15210	123107	69199	O			4270.00	191.77	PP	2019899225	313 BOOKS
76633-01	010	15210	123107	69199	O			7910.00	223.70	PP	2019899226	418 BOOKS
76634-01	010	15210	123107	69199	O			581.00	8.93	PP	2019979237	113 BOOKS
76662-01	025	21500	123107	69199	O			955.00	226.19	PP	2019899227	42 BOOKS
76708-01	010	15210	123107	69199	O			3610.00	27.52	PP	2019899228	277 BOOKS
76709-01	010	15210	123107	69199	O			10603.00	119.12	PP	2019899229	516 BOOKS
76713-01	010	15210	123107	69199	O			3670.00	10.48	PP	2019862400	454 BOOKS

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
76767-01	010	15210	123107	69199	O			3000.00	39.33	PP	2019899230	161 BOOKS
76768-01	010	15210	123107	69199	O			7000.00	339.24	PP	2019899231	311 BOOKS
76769-01	010	15210	123107	69199	O			490.00	14.62	PP	2019979238	84 BOOKS
76770-01	010	15210	123107	69199	O			3200.00	1089.29	PP	2019862401	152 BOOKS
76771-01	010	15210	123107	69199	O			4000.00	2568.92	PP	2019862402	228 BOOKS
76942-01	010	15210	123107	69199	O			1813.57	1813.57	PF	5008499463	SO BOOKS
76943-01	010	15210	123107	69199	O			21.93	21.93	PF	5008499464	SO BOOKS
76949-01	010	15210	123107	69199	O			96.88	96.88	PF	2019753413	8 BOOKS
Total for Ck.# 69199				7516.24								
76841-01	010	15210	123107	69200	O	1548	BARNES & NOBLE INC	63.92	51.12	PF	IN 1327098	8 BOOKS
76793-01	010	15220	123107	69201	O	1945	BETTER HOMES AND GARDENS	59.91	39.94	PP		DO IT YOU // HEART H
76880-01	010	15620	123107	69202	O	0019	CAPITOL CITY OFFICE PRODUC	128.20	127.03	PF	821678-0	LETTER OPENER
76944-01	010	15220	123107	69203	O	0371	EBSCO SUBSCRIPTION SERVICE	249.28	216.33	PF	Multiples	ADJUSMT RATE
76945-01	010	15210	123107	69204	O	0540	FOUNDATION CENTER	995.00	995.00	PF	H754521	MEMBERSHIP FEE
76879-01	025	21500	123107	69205	O	0052	INFO USA MARKETING INC	2707.10	1925.00	PF	724090490	STATE DIRECTORIES
76840-01	010	15620	123107	69206	O	1037	KAPCO	2256.00	542.08	PF	768828	EASY COVERS
76946-01	010	15210	123107	69207	O	1063	MATTHEW BENDER & CO., INC	1946.55	1946.55	PF	62118889	STANDARD DIR ADV
76488-01	010	15210	123107	69208	O	2534	MIDWEST TAPE	1825.00	65.58	PP	5382164	80 AV
76489-01	010	15210	123107	69208	O			1888.00	87.48	PF	5382165	40 AV
76590-01	010	15210	123107	69208	O			5860.00	442.14	PP	Multiples	234 AV
76627-01	010	15210	123107	69208	O			14683.00	3328.52	PP	Multiples	486 AV
76628-01	010	15210	123107	69208	O			2427.00	13.09	PP	5382167	155 AV
76667-01	010	15210	123107	69208	O			5252.00	35.52	PP	5382168	253 AV
76668-01	010	15210	123107	69208	O			4145.00	1595.53	PP	Multiples	141 AV
76719-01	010	15210	123107	69208	O			15252.00	616.80	PP	5382172	778 AV
76720-01	010	15210	123107	69208	O			3368.00	351.06	PP	Multiples	133 AV
76721-01	010	15210	123107	69208	O			2149.00	185.38	PP	5382174	112 AV
76726-01	010	15210	123107	69208	O			4655.78	1401.72	PP	5382175	222 AV
76775-01	010	15210	123107	69208	O			2268.49	117.59	PP	5391368	136 ITEMS
76830-01	010	15210	123107	69208	O			9676.10	78.54	PP	5391369	370 DVD
76832-01	010	15210	123107	69208	O			6949.55	1752.48	PP	5391370	255 AV
76947-01	010	15210	123107	69208	O			26.18	26.18	PF	5382162	COMPLETE PO 76441
76948-01	010	15210	123107	69208	O			51.24	51.24	PF	5382163	COMPLETE PO 76486
Total for Ck.# 69208				10148.85								
76724-01	010	15210	123107	69209	O	1210	RANDOM HOUSE, INC	405.00	72.00	PF	1084097844	4 AV
76722-01	010	15210	123107	69210	O	1564	RECORDED BOOKS, LLC	10198.00	6158.14	PP	3784745	77 AV
76930-01	010	15210	123107	69210	O			2832.23	1755.38	PP	Multiples	AVR
Total for Ck.# 69210				7913.52								
76519-01	010	15210	123107	69211	O	1912	SCHIFFER PUBLISHING	235.00	17.68	PP	664998	6 BOOKS
76663-01	010	15210	123107	69212	O	1722	SHAWNEE COUNTY HISTORICAL	50.00	50.00	PF	11/20/07	2 BOOKS
76648-01	010	15210	123107	69213	O	0169	WORLD BOOK, INC.	4494.00	4494.00	PF	WBE1346520	6 SETS
76580-01	031	31550	123107	69214	O	0477	BAKER & TAYLOR BOOKS	360.00	53.25	PF	2019899223	43 BOOKS
76950-01	031	31530	123107	69214	O			37.26	37.26	PF	2019899215	2 BOOKS

DATE 01/03/08 TOPEKA AND SHAWNEE CO. LIBRARY
STATUS - O- R- C- V BANK ALL DATES 120107 - 123107

Purchase Order #	FND	SACCT	Date Paid	Check No.	Sts	Vendor No.	Name	Order Amount	Amount Paid	Pay Typ	Invoice	Description
Total for Ck.# 69214									90.51			
71796-01	049	49300	123107	69215	O	0151	HIGHSMITH INC.	25.99	25.99	PF	1253396-002	CASSETTE RECORDER
71796-02	049	49300	123107	69215	O			5.00	6.41	PF	1253396-002	SHIPPING
Total for Ck.# 69215									32.40			
71531-01	032	32500	123107	69216	O	0099	MILLENNIUM CAFE	38.50	38.50	PF	5462	7 DOZ GOURMET COOKIE
71531-02	032	32500	123107	69216	O			30.00	30.00	PF	5462	40 CUP URN DECAF COF
Total for Ck.# 69216									68.50			
Total								2157133.76	707701.65			

SUMMARY BY CHECK STATUS

Type	Order Amount	Amount Paid
O	932232.69	364693.98
R	1218401.07	342826.17
C	6500.00	181.50

SUMMARY BY FUND (O/R)

000	BANK ACCOUNT/PAYROLL LIABILIT	25482.12
010	GENERAL FUND	623016.58
015	EMPLOYEE BENEFIT FUND	18517.00
025	STATE AID FUND	22197.52
031	LIBRARY MATERIALS	3227.74
032	RED CARPET	91.10
035	UNDESIGNATED GIFTS/MEMORIALS	5456.38
049	FRIENDS	4854.44
058	FUN COMMITTEE	3773.31
075	SPECIAL COLLECTIONS FUND	200.00
096	08-LSTA-3-F	703.96

EXECUTIVE DIRECTOR'S REPORT
January, 2008

NEWS

Earlier this week I was contacted by a local real estate agent regarding two houses that are being listed at 1043 and 1047 Garfield (west of the library.) I checked with board chair Kerry Storey and confirmed that at this time, the Library has no plans to purchase any properties. I thanked her for letting us know.

DISCUSSION/ACTION ITEMS

OLD BUSINESS:

Organizational Priorities: As promised, enclosed is a comprehensive draft of the organizational priorities for 2008. I'm submitting them for your review and discussion at the January meeting and would like to submit them for approval at the February board meeting.

NEW BUSINESS:

Loaned employee agreements for the Foundation and Friends were approved at the December board meeting. With the addition of Annette Thornburgh to the Foundation staff beginning this month, an update was needed. Attorney Chuck Engel has prepared that document for your review and approval.

Application for State Grant-In-Aid to Public Libraries FY2008: To be eligible for state aid, we must submit this application each year. The Kansas State Library requires boards of trustees' approval. Staff has submitted the application and the final step in the process is your approval.

STRATEGIC PLANNING

Changes since December Board meeting: Work continues on ***The Big Move***. If you haven't yet, please take a few minutes to tour the first floor. The new browsing and research areas are in place and operating. The new computer center for preschoolers is also up and running in the youth services department. We are still awaiting some furniture and shelving, but the major changes associated with The Big Move are now complete.

Staff met with Marc Futterman, CEO of Civic Technologies, on Friday, Dec. 21 to review the results of phase one of the GIS analysis his firm is providing for our strategic planning process. We will have a copy of that report for you at the Board meeting. The phase one report has both demographic and marketing information about the community and library users. We learned a great deal and were surprised by some things that challenged long-held assumptions.

After reviewing the results and Civic Technologies' performance, I elected to proceed with part two. That will include the following:

1. Integrating the phase one findings into our strategic planning process
2. Working with us on the actual plan and facilitating the community planning workshop (Note that this is different from what I had originally envisioned, which would have entailed bringing in a different facilitator. This will allow us to completely integrate the data and recommendations from the studies into the process. Marc has significant experience working with community groups, elected officials and library boards. I felt he would do the best job of explaining the data, what it means and how the Library should use it to take steps to ensure that we are developing and deploying library services to: leverage the investment we have in our current assets (collections, programs, facilities, etc. and to identify community needs through a market segmentation analysis and evolve the Library to meet those needs.
3. Expand the GIS database with other relevant data
4. Develop a marketing plan to implement the Library's strategic planning objectives

Marc will be in Topeka to begin the work on phase two on Feb. 5 and 6. I have requested that he prepare presentations for staff and trustees that will give an overview of the phase one report and where we're headed. Later in the process, he will deliver a formal report to the Board, but I want to encourage you to attend these information sessions, if your schedule permits. We'll get the times to you as soon as they are confirmed.

This is a significant investment we are making, but I believe it is one of the most important we will ever make and will enable us to be truly strategic in the delivery of library services. It will also result in a more efficient and effective use of all resources.

PROFESSIONAL ACTIVITIES/COMMUNITY CONTACTS

Attended: Kansas Library Association executive committee meeting; Friends board meeting; facilitated meeting with state librarian Christie Brandau and State Library and TSCPL staff to form a task force to develop and implement a marketing plan for the Talking Books program.

I was interviewed for the November/December, 2007 issue of TK Magazine in the "question & answer" feature on the back page. PR manager Diana Friend arranged for the Library to be featured, in what is becoming a high profile section of this magazine. Cathy Cook has copies if you'd like to see it.

Gina Millsap, Executive Director
Topeka and Shawnee County Public Library, 1/10/2008

Deputy Director of Operations Report
Rob Banks
January 17, 2008

The holiday season typically signals a change in usage patterns by our customers and this year followed the normal pattern. Visits to the library were slower than normal during the end of the year and then pick back up after the first of the year. You will notice from the statistics that we had a very busy year.

The seasonal music in the rotunda was well attended and appreciated. Local groups love to perform in that space because the acoustics are very favorable to music. There are always lots of parents taking pictures at these events.

The weather is always a challenge in the winter and the unusual snow fall made it even more so this year. I'm very proud of our Facilities staff in how they dealt with the heavy snow fall. They spent a lot of hours clearing sidewalks and spreading sand and ice-melt to do what is possible to make our property safe for everyone.

I'll just be returning from ALA Midwinter meeting in Philadelphia, PA, by the board meeting. The Midwinter conference is primarily meetings and committee work. There are exhibits and a few authors, but mostly meetings. I have been appointed to finish an un-expired term on the Council Orientation Committee. This is the group that helps new councilors figure out what is happening and how to best become acquainted with the process of serving on ALA Council. I was fortunate to have a good mentor for my first year and I look forward to serving in that capacity.

Departmental Highlights

Adult Services: Marie Pyko, Manager; Brad Allen, Supervisor

The major collection and services moves that began last month continued in December. The Media Center collection (DVDs and CDs) moved to their new home. This move has significantly increased traffic in this area of the library. The Adult Services staff work in concert with the Interlibrary

Loan staff at this new "Media/New Books" desk and are adapting well to the changes.

Our Reference Room is closer to completion, and we have been enjoying the time to work one-on-one with our customers on in-depth reference questions. We have received positive comments on the look and feel of the reconfigured space.

Collection Management: Paul Brennan, Manager

- Total checkout for Y07 was **2,391,670**, an all-time record, up 1.5% from the previous high set last year.
- Total checkout for the month of December was down about 13,000 from last year. That is attributable to a couple of factors. First, the library was closed for the Christmas and New Year's holidays and those scheduled closed dates fell on two Mondays and on one Tuesday this year. Mondays and Tuesdays are normally the busiest days of our week. Second, bad weather also caused unscheduled closings totaling nearly two additional days worth of business. Further, bad weather also undoubtedly kept some customers away during other open hours.
- The Media Center and New Book collections, as part of the Big Move, were relocated to new space at about the middle of the month. We are confident that customers will find enhanced browsing opportunities in an expanded, more user-friendly space with the added convenience of being able to check out all materials in only one stop. Thanks to the hard work of Maintenance, Circ, ASD, and Tech Services the large majority of the move took place during closed hours with a minimum of disruption to customers. So far, we are pleased with this new space and customers seem to be adjusting to the changes. We will continue to evaluate the new space and look to identify any improvements we can make.

Digital Services: David King, Manager

- We have a new supervisor in Digital Services (DS) - Michael Perkins. He has been working in DS as the Web

Administrator. His new responsibilities include website management and day-to-day project and technical staff management.

- David King held a Techie Toybox Show & Tell for library staff to introduce staff to the gadgets and gizmos purchased through the Friends of the Library gift. Items purchased include digital cameras, camcorders, microphones, and mp3 players. We had a great turn-out, and there was a lot of excitement shown over the new techie toys and over ways to use these tools to reach our patrons.
- The new website filter was installed. Our library now filters all public PCs through this software, which integrates with our computer and print management software (SAM).
- We started process of applying for E-Rate.

Event Resources Department: Donna Tryon, Manager

Training –

Public

	SBC Computer Training Center 2007												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Classes	43	42	43	43	40	45	36	40	43	47	39	29	490
Hours	64.0	62.5	64.0	64.0	59.5	67.0	53.5	59.5	65.5	70.5	58.5	43.5	732.0
Number Attending	446	441	380	331	256	495	400	409	505	486	382	201	4732
Avg Class Size	10.4	10.5	8.8	7.7	6.4	11.0	11.1	10.2	11.7	10.3	9.8	6.9	9.7

2007 was down about 10% overall in the number of classes and attendance from 2006. There were several contributing factors: short staffed while we searched for a new trainer, a new trainer in training, a change in promotional methods, staff office moves, expansion of responsibilities for more employee training hours, and bad weather in December.

On September 26, we marked our 35,000th attendee in the public computer classes. We started public computer training in January 1999. Another milestone was reached December

17 when the 30,000th attendee was welcomed to the SBC Computer Training Center which opened in January 2002. The two Trainers are handling around 80 – 100 incoming phone calls per week regarding registration or computer help needed by the public.

Staff

The Trainers also offer computer assistance and classes for employees, as well as Learning Styles, Defending Access with Confidence, a variety of Webinar sessions featuring national speakers, and Start Right, Stay Right training. These Core Value classes for staff will expand with Valuing Diversity and Communication Derailed in 2008.

One hundred twenty six classes, on a variety of work topics, have been delivered for staff in 2007. The Core Value classes are required training and employees may choose to attend special interest training if time and schedules permit. Most of our classes are delivered by employees or the two Trainers serving as our subject matter experts. Attendance was 1,999.

Programming Supervision –

Nancy Overmyer, our Programming Supervisor, facilitates an employee committee called the Big Picture Group. This group identified, through employee surveys, the need to include "green" and election programming in 2008. Our "green" month is going to be April and an employee committee formed to develop special program offerings. The election programming will follow as the 2008 election nears. This group is also keeping a watchful eye on data arriving from the Library's Civic Technologies study. They hope to develop a sharper programming focus on the interest and needs of our local constituents. The Supervisor is working closely with the PR Department to identify events needing extra promotion and serves as the liaison between the many program planners and the Graphic Designers who produce our monthly schedule.

2007 Programs

Department.	Onsite Programs	Attendance	Outreach Programs	Attendance
Adult Services	163	3,994		
Bookmobile			86	4,426
Circulation	43	1,589		
Event Resources	490	4,732		
Red Carpet	6	418	21	582
Special Collections	42	1,024	17	1,227
Talking Books	12	158	5	93
Youth Services	961	24,749	1,169	9,168
TOTALS	1,717	36,664	1,298	15,496

Meeting Rooms Coordination –

The Library's new calendar system for programs and public meetings is now available for employees. It will become the public access calendar in January 2008. The new public calendar will eliminate the current 2 calendar system and double data entry by employees. The new calendar eases filtering for specific events and will blend well with changes underway for the Digital Branch. Program descriptions for the calendar will be centralized and supplied by the Program Supervisor to offer a more uniform look for our patrons. The next phase of this software upgrade will allow easier room booking for patrons.

Another improvement in the works is a new signage system to display the daily events. Currently, information is pulled from our booking software, transferred and formatted to another program, printed, and delivered to Maintenance for daily posting by the night crew. If changes occur throughout the day (like cancellations), updates are made manually to the 2 posters. With the new sign system, information can be pulled from our booking software directly to a monitor and updates are performed in real time. Additionally, the sign can serve as a promotional tool for programs and services and offer directions. We look forward to this upgrade as a daily time saver for our Event Coordinator and Maintenance employees.

Bookings (does not include cancelled events)

2007 - Month	Bookings	Reserved Hours	Event Hours
January	614	2,340.00	1,804.75
February	615	2,960.92	2,454.58
March	732	3,118.33	2,533.75
April	656	2,514.75	1,970.25
May	586	2,420.75	1,873.75
June	695	2,879.58	2,325.33
July	479	1,743.42	1,437.50
August	647	3,161.42	2,656.25
September	579	2,350.42	1,861.42
October	707	2,961.17	2,430.67
November	661	2,907.25	2,448.58
December	525	2,603.08	2,309.83
Total	**7,496**	**31,961.09**	**26,106.66**

TSCPL uses meeting rooms for our own programs and internal meetings. Remaining space is primarily booked by non-profits, government and educational customers. The dollar values of space provided in 2007, at no charge, to these customer types are:

Educational	$ 18,360
Government	39,654
Non-Profit	176,875
Total	**$234,889**

Facilities: Greg Gaul, Manager; John Kugler, Supervisor

Patched and painted various areas. (where lettering was taken down)

Moved Media center to its new location

New carpet and shelving in old Adults area

Youth services remodel of the walls is complete and shelving installed around the columns.

New preschool computer room is up and running.

Setup shelving in homework center and old preschool computer room.

Installed shelving along south wall of old periodicals for new books area and the new wooden shelving is installed.

Currently working with McElroys to finish installation of new server room HVAC unit

Fixed leak on Humidifier #3 in upper penthouse.

Human Resources: Stephen Lusk, Manager; Kari Zimmerman, Volunteer Coordinator

2007 Volunteer Hours Value Estimates at TSCPL

	Adult Volunteers			Youth Volunteers			Volu
Volunteer Service Units	**Number**	**Hours**	**$ Value**	**Number**	**Hours**	**$ Value**	
Administration	3	125.25	$ 1,296.34	-	-	$ -	
Adult Services	12	736.00	$ 7,617.60	3	10.00	$ 73.10	
Bookmobile	2	38.50	$ 398.48	3	18.00	$ 131.58	
Circulation	3	151.75	$ 1,570.61	1	8.00	$ 58.48	
Development/Foundation	2	133.00	$ 1,376.55	-	-	$ -	
Friends Book Preparation	33	2,920.25	$ 30,224.59	-	-	$ -	
Friends Book Sale	175	1,588.00	$ 16,435.80	5	34.25	$ 250.37	
Friends Booktique	35	2,799.00	$ 28,969.65	8	201.00	$ 1,469.31	
Gallery	19	878.75	$ 9,095.06	5	36.00	$ 263.16	
Homework Center	12	129.25	$ 1,337.74	4	51.00	$ 372.81	
Information Desk	23	1,455.25	$ 15,061.84	5	175.50	$ 1,282.91	
Mailing Committee	8	76.50	$ 791.78	-	-	$ -	
Public Computer Training	3	135.75	$ 1,405.01	-	-	$ -	
Public Relations	3	125.00	$ 1,293.75	2	5.00	$ 36.55	
Red Carpet	21	901.50	$ 9,330.53	1	53.00	$ 387.43	
Talking Books	12	966.00	$ 9,998.10	3	12.75	$ 93.20	
Technical Services	3	375.00	$ 3,881.25	-	-	$ -	
Spec Coll & Genealogy	22	1,409.75	$ 14,590.91	-	-	$ -	
Tour Docents/Greeters	2	10.00	$ 103.50	-	-	$ -	
Youth Services	10	50.75	$ 525.26	50	702.25	$ 5,133.45	
Volunteer Services	2	109.25	$ 1,130.74	1	5.00	$ 36.55	
TOTAL:	**405**	**15,114.50**	**$ 156,435.08**	**91**	**1,311.75**	**$ 9,588.89**	
		Adult	**Youth**	**Total**			
What is the dollar value?		$10.35	$7.31				
Total individual volunteers in 2007:				381	(Some volunteers assist in multiple are		
New Volunteers started in 2007:		40	30	70			

Red Carpet: Stephanie Hall, Manager

December was a fairly quiet month for Red Carpet. The winter weather threw a wrench in our schedule with the library being closed a couple of days in December. The staff made up the deliveries missed these days so those customers wouldn't be without library materials over the holiday. The staff was definitely ready for some well deserved down time Christmas week. Red Carpet did not go on deliveries that week due to the holiday.

This time of the year is usually quiet for us as far as large checkout numbers go due to the holidays. Many of our customers cut back on their reading and movie watching because they are busy with family.

The staff is looking forward to getting back to a regular schedule this New Year and taking the library out into the community!

Sabatini Gallery: Susan Marchant, Manager; Sherry Best, Supervisor

January 7, 2008 marked the last day for the traveling exhibit "The Inspired Line: Selected Prints by Albrecht Durer and Rembrandt Van Rijn." The Topeka Capitol Journal ran a nice feature of the exhibit right after Christmas, which had a positive impact on our attendance numbers.

On Friday, January 25, we will open "Dante's *Inferno*: Interpretations by Edward Navone and Robert Rauschenberg." Edward Navone taught drawing, painting and art history for 43 years at Washburn University. He will present an artist's talk on Thursday, Jan. 31, 7-8:30 pm in the Marvin Auditorium. The gallery will participate in the First Fridays ArtWalk on February 1, from 5:30 – 8:30 pm. For 2008, all gallery openings will coincide with First Fridays. Robert Rauschenberg is one of the leading 20th century artists in America. We will be displaying a limited-edition reproduction portfolio that is in the library's Special Collections of rare and fine art books.

The two featured artists have created contemporary versions of Dante's *Inferno*. Dante wrote his timeless poem in 1304,

casting himself in the lead role as a pilgrim who has lost his spiritual direction, and describing his journey through Hell in order to return to the world and finish his life. The two other books that make up the Divine Comedy take him through Purgatory and Paradise. Dante wrote his poem in Italian vernacular, or everyday language. It is graphic, in some scenes gruesome and vulgar, and places his contemporaries in the role of sinners being tortured for various sins and crimes. Neither artist tried to recreate the political or social milieu of Florence in 1300, but instead updated the elements described by Dante to include 20th century references: contemporary politicians and celebrities, high-rise buildings, automobiles, riot police, etc. Both artists' illustrations are very complex and detailed, and require some effort on the part of the viewer to see and interpret the scenes. We are keeping the displays of antique paperweights and George Lopez *santos* sculptures in place through this exhibit.

In 2007, the Sabatini Gallery accessioned 45 purchases and gifts, with a total of 80 new art objects. We added many fine new works to the art collection, including works by Kansas artists Larry Peters, Barbara Waterman-Peters, Bernard Stone, Judith Lennox Sabatini, Roxane Riva, glassmaker Vernon Brejcha, Lawrence artist ZIA, photographer Kevin Sink, and sculptor Marc Berghaus; and nationally known artists Randall Grubb, father/daughter team Debbie and Delmo Tarsitano, Rudy Autio, Murv Jacob, Nicholas Homoky, Ruth Borgenicht, Canadian artist Greg Payce, and Japanese artist Masaya Imanishi, among others. Our greatest areas of gain are Kansas artists and contemporary ceramics, strengthening the library's art collection.

Youth Services: Marie Pyko, Manager; LeAnn Sevy, Supervisor

Programming is always a hit and miss sort of thing. It is difficult to gauge what time the kids will be up and moving when they are on vacation, if we'll get five inches of snow on any given day, and what they will actually find of interest. Musical Storytime for Everybody with Kyler Carpenter did very well this month with a total of seventy one people in attendance. Gayle Lolley and Lena Wolfe decorated cookies

with 35 young adults. And Crafts from everyday objects with Elaine O'Gara had 40 people in attendance.

Born to Read, program that provided infants with a book bag, book, and library card, has gone away as of this month. In its place is new club called Born Learning. It is part of a community venture with the United Way, The Shawnee County Health Agency, ERC, area hospitals and the library. Ideally people will find out about the program when they are at the hospitals with their newborns, although they can also get applications from the United Way's website. Through the program members will receive at least three free books, newsletters, a home visit, and an invitation to a "birthday party". We will be hosting birthday parties here beginning in April.

We have the preschool computers in their final location now and they are extremely busy. Our reference materials have moved closer to the Homework Center where we feel they will better utilized. The bulk of our move should take place this month,

Initiatives	Goals	Objectives	Action	Timeframe	Status	Resources	Who is Responsible
Organizational Development	Become a high performance organization	Conduct and begin implementation of a strategic plan that will address the following question: What is the best way to provide and equitably deploy 21st century library services to the Topeka & Shawnee County library district over the next 10 years?	Work with Civic Technologies to 1. leverage the Library's existing investment in collections, programs, facilities, etc. ('sunk costs) 2. Identfiy community needs through a market segmentation analysis and evolve Library resources to meet those needs.	2008	In process	FY07 Budget	Library Board, Administration, Management Council, Library Staff
Customer Service	Enhance customers' library experience	Increase customer satisfaction	Use customer feedback collected from the Counting Opinions surveys to improve customer experiences with collections, programs, services and facilities.	2008	In process	FY07/08 Budget	Gina Millsap, Ann Newell, Management Council
Programs, Services, Collections and Infrastructure	Ensure currency and relevance of collections, services and programs	Develop plans for the continued maintenance and upkeep of all Library infrastructure to fulfill the promise to the community	Determine if the Library should replace bookmobiles to deploy library services	2008	In process		Greg Gaul, Marie Pyko, Stephanie Hall & Ann Newell
		Assess, anticipate, respond to and evaluate the changing and diverse needs of customers and the larger community	Develop teen activities center in area currently utilized for media services and collections	2008	In process	FY08 Budget	Marie Pyko, LeAnn Sevy
			Grand opening of the Digital Branch	March 31, 2008	In process		David King, Digital Branch team
			Develop service plans for the new service points created from The Big Move	2008	In process		Marie Pyko, Pubilc Services, Paul Brennan, Collections
			Continue the transformation of the books stacks in the east and west wings into subject neighborhoods	2008	In process		Thad Hartman, Collections
			Continue the improvements in the youth services area, including the development of designated zones, based on age and development level				Marie Pyko, LeAnn Sevy & Collections
			Utilize visual merchandising to package and present collections and information to customers	2008	In process	FY08 Budget	Cathy Hebert, Rob Banks, Thad Hartman, Collections
Valuing Staff	Develop a creative, fun & positive work environment where staff can excel	Competitive compensation & benefits packages	Implementation of Classification/Compensation Study - Springsted Recommendation Option #3	2008	In process	FY08 Budget	HR & Nancy Watkins
Leadership	Create a culture that inspires staff, trustees and board to do extraordinary things	Implement a leadership academy that focus on using Kouzes and Posner's leadership model	Continue work with facilitator Maureen Sullivan to develop and implement sustainable curriculum and coordinate with performance appraisal process	2007-08	In process	FY08 budget	Sherry Best, Gina Millsap and Management Council

LOANED EMPLOYEE AGREEMENT

This Agreement is between the Topeka and Shawnee County Public Library, a Kansas municipal corporation with its principal place of business located at 1515 SW Tenth Avenue, Topeka, Kansas, (hereinafter the "Library") and The Library Foundation, a Kansas nonprofit corporation with its principal place of business located at 1020 SW Washburn Avenue, Topeka, Kansas, (hereinafter the "Foundation") and made this 17th day of January 2008.

WHEREAS, the Foundation requires additional support services from the Library, and the Library is willing and able to provide such additional support services to the Foundation,

NOW THEREFORE, in consideration of the mutual promises and considerations recited below, the parties agree as follows:

1. The Library shall Provide to the Foundation beginning January 1, 2008, through December 31, 2008, the services of one, half-time development specialist who shall be retained as an employee of the Library, and for no purpose shall be considered employee of the Foundation; and pay the salary and fringe benefits as agreed between the Library and the development specialist, including making all appropriate employee payroll deductions as required by federal and state law or as authorized by the development specialist.

2. The Foundation shall:
   a. As consideration for the services of the development specialist, pay to the Library one-half of the amount of the salary and fringe benefits of the development specialist as billed by the Library, and
   b. Consent to the development specialist being subject to all the Library's rules and regulations, including the terms of the Library Employee Handbook.

3. This Agreement shall be governed by and construed pursuant to the laws of the State of Kansas.

4. Either party may terminate this Agreement with or without cause by giving the other thirty (30) days' written notice, via first class mail or hand-delivery to the person at the address identified in paragraph 5.

5. All notices and payments required under the terms of this Agreement shall be mailed or delivered to the following persons at the respective addresses:

Library: Gina J. Millsap, Executive Director
1515 SW Tenth Avenue
Topeka, Kansas 66604

Foundation: James McHenry, Jr., PhD
1020 SW Washburn Avenue
Topeka, Kansas 66604.

6. This Agreement constitutes the entire agreement between the parties. This Agreement may not be amended or enlarged without the written consent of both of the parties.

WHEREFORE, we place our hands the date first above written.

Topeka & Shawnee County Public Library

_____

By: Kerry Storey
Its Chair

The Library Foundation

_____

By: Leo Taylor
Its Chair

Resolution - Foundation Loaned Employee Agreement

BOARD OF TRUSTEES
TSCPL PUBLIC LIBRARY
January 17, 2008

Be it resolved that the Board of Trustees, Topeka and Shawnee County Public Library, approves the Foundation Loaned Employee Agreement as presented.

Resolution by _____

Seconded by _____

Resolution passed/failed by a vote of _____

Date _____

Resolution – Application for State Grant-In-Aid to Public Libraries FY2008

BOARD OF TRUSTEES
TSCPL PUBLIC LIBRARY
January 17, 2008

Be it resolved that the Board of Trustees, Topeka and Shawnee County Public Library, approves the Application for State Grant-In-Aid to Public Libraries FY2008.

Resolution by _____

Seconded by _____

Resolution passed/failed by a vote of _____

Date _____

Topeka and Shawnee County Public Library
Monthly Activity Report
December-07

Total Checkout	December-07	**153,224**	YTD 2007	**2,391,670**
	December-06	166,238	YTD 2006	2,356,741
	December-02	134,250	YTD 2002	1,916,450

Total Items handled	December-07	308,794	YTD 2007	**4,673,733**
(Check out + Check in)	December-06	332,930	YTD 2006	4,601,949

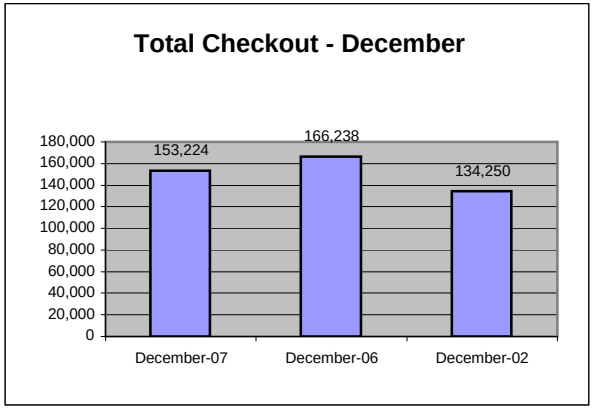
Total Borrowers	December-07	**91,465**
	December-06	91,358
	December-02	91,069

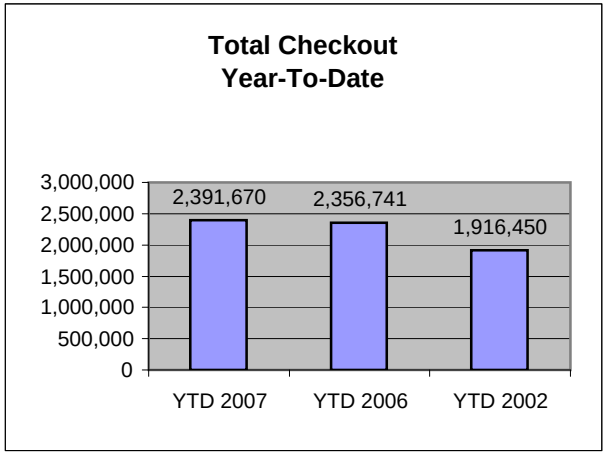
Items in Collection	December-07	**512,953**
	December-06	544,229

Program Attendance	December-07	**1,462**	YTD 2007	**71,313**
	December-06	1,897	YTD 2006	61,360

Gate Count	December-07	**58,256**	YTD 2007	**1,062,323**
	December-06	73,466	YTD 2006	1,077,708

Meeting Rooms		Bookings	Customers
	December-07	**525**	**9,204**
	December-06	370	6,522
	YTD 2007	**7,362**	**127,039**
	YTD 2006	5,666	106,830





Topeka and Shawnee County Public Library
Circulation and Borrower Statistics
2007

	2007 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2007 Total	2006 YTD	Change 06 TO 07%
CIRCULATION															
Main Library															
Circulation Desk	81,909	71,466	81,660	73,752	79,374	89,296	88,964	82,876	73,835	76,091	70,012	60,377	929,612	1,314,804	-29.3%
Interlibrary Loan	1,640	1,446	1,603	1,657	1,573	1,634	1,578	1,772	1,794	1,976	1,615	1,191	19,479	16,667	16.9%
Media Center	49,411	43,345	49,411	46,131	47,098	49,645	50,580	49,884	46,028	46,433	44,305	41,380	563,651	510,527	10.4%
Self-Check	23,947	21,904	27,210	23,325	27,971	32,761	33,541	29,029	28,705	28,195	26,635	19,343	322,566	296,075	8.9%
Bookmobile	31,567	27,597	30,677	31,574	22,074	34,538	33,877	23,968	28,853	35,357	29,037	16,634	345,753	*	*
Red Carpet Outreach	11,217	9,808	10,813	10,492	11,260	10,802	10,936	11,439	10,362	11,012	10,787	8,743	127,671	131,094	-2.6%
Blind & Physically Handicapped	9,284	7,350	6,710	6,857	7,044	6,729	7,000	7,352	5,779	6,968	6,309	5,556	82,938	87,574	-5.3%
TOTAL CIRCULATION	**208,975**	**182,916**	**208,084**	**193,788**	**196,394**	**225,405**	**226,476**	**206,320**	**195,356**	**206,032**	**188,700**	**153,224**	**2,391,670**	**2,356,741**	**1.5%**
CIRCULATION DETAILS															
Print Material	114,529	100,963	115,699	107,709	109,415	131,079	130,723	114,783	110,267	118,107	105,046	81,886	1,340,206	*	*
Audio/Visual Material	83,961	74,003	84,858	78,148	79,170	86,566	88,642	83,866	78,755	80,262	76,693	65,525	960,449	*	*
Adult Materials	120,187	105,363	119,749	112,388	114,046	122,807	126,693	122,797	113,149	115,083	107,304	92,037	1,371,603	*	*
Children's Materials	59,722	52,787	61,802	55,483	55,892	74,476	72,071	56,589	57,963	64,787	57,287	40,402	709,261	*	*
Young Adult Materials	5,738	5,614	6,721	6,258	6,488	8,113	7,687	6,328	6,106	6,432	5,751	4,857	76,093	*	*
Red Carpet Materials	12,843	11,202	12,285	11,728	12,159	12,249	12,914	12,935	11,804	12,067	11,397	10,115	143,698	*	*
NEW Patron Registrations															
Topeka / Shawnee County															
Adults	699	666	668	658	580	801	793	906	1,269	1,188	862	636	9,726	8,242	18.0%
Children (age 4 - 17)	251	250	295	258	360	570	458	768	890	585	354	278	5,317	4,681	13.6%
Red Carpet Outreach	50	26	10	13	26	28	20	26	29	18	15	14	275	242	13.6%
NEKL	124	124	207	127	124	186	140	114	166	150	124	69	1,655	1,395	18.6%
Non-Resident	0	0	1	3	1	2	5	0	0	0	0	1	13	10	30.0%
Total New Registrations	**1,124**	**1,066**	**1,181**	**1,059**	**1,091**	**1,587**	**1,416**	**1,814**	**2,354**	**1,941**	**1,355**	**998**	**16,986**	**14,570**	**16.6%**
PATRONS DELETED	**785**	**1,141**	**969**	**1,663**	**1,191**	**2,112**	**44**	**1,217**	**1,224**	**880**	**1,033**	**1,064**	**13,323**	**13,949**	**-4.5%**
BORROWERS															
Topeka / Shawnee County															
Adults	53,929	54,404	53,635	53,749	53,601	53,534	53,183	53,803	53,904	54,512	54,915	55,038	55,038	54,404	1.2%
Children (age 4 - 17)	26,357	26,624	25,410	25,293	25,080	25,047	24,962	25,224	25,596	25,936	26,204	26,077	26,077	26,624	-2.1%
Red Carpet Outreach	1,649	1,661	1,654	1,628	1,620	1,622	1,595	1,607	1,617	1,623	1,623	1,618	1,618	1,661	-2.6%
NEKL	8,596	8,623	8,547	8,640	8,637	8,583	8,521	8,632	8,587	8,612	8,656	8,683	8,683	8,623	0.7%
Non-Resident	48	46	47	49	48	48	49	51	51	50	50	49	49	46	6.5%
TOTAL BORROWERS	**90,579**	**91,358**	**89,293**	**89,359**	**88,986**	**88,834**	**88,310**	**89,317**	**89,755**	**90,733**	**91,448**	**91,465**	**91,465**	**91,358**	**0.1%**
RESERVES FILLED	**20,107**	**19,076**	**21,568**	**20,693**	**18,741**	**21,208**	**19,839**	**21,847**	**18,627**	**20,031**	**17,947**	**16,048**	**235,732**	**209,128**	**12.7%**
CHECK-IN															
AMH System	132,057	119,896	137,507	130,336	133,830	146,482	158,195	156,561	132,514	135,430	129,872	115,437	1,628,117	1,503,148	8.3%
Manual	54,091	53,565	57,812	58,919	55,987	53,326	61,619	52,384	50,804	61,315	53,991	40,133	653,946	742,059	-11.9%
TOTAL CHECK-IN	**186,148**	**173,461**	**195,319**	**189,255**	**189,817**	**199,808**	**219,814**	**208,945**	**183,318**	**196,745**	**183,863**	**155,570**	**2,282,063**	**2,245,208**	**1.6%**

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	2007 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2007 Total	2006 YTD	Change 06 TO 07%
COLLECTION															
Materials Added	15,058	8,905	9,334	9,197	9,061	8,657	8,988	10,194	10,011	12,008	9,065	2,994	113,472	115,449	-1.7%
Materials Discarded	20,425	17,341	16,255	7,849	9,608	9,948	13,798	15,393	13,810	7,423	6,146	6,752	144,748	138,546	4.5%
TOTAL COLLECTION	**538,862**	**530,426**	**523,505**	**524,853**	**524,306**	**523,015**	**518,205**	**513,006**	**509,207**	**513,792**	**516,711**	**512,953**	**512,953**	**544,229**	**-5.7%**
WEBSITE															
One-time only visitors	18,673	17,476	19,832	22,495	22,480	22,164	24,088	21,951	20,504	21,703	23,003	21,241	255,610	185,591	37.7%
Return visitors	8,159	7,541	8,057	8,478	8,728	10,290	10,367	9,953	8,250	8,400	8,557	7,847	104,627	91,129	14.8%
UNIQUE VISITORS	**26,832**	**25,017**	**27,889**	**30,973**	**31,208**	**32,454**	**34,455**	**31,904**	**28,754**	**30,103**	**31,560**	**29,088**	**360,237**	**276,720**	**30.2%**
REFERENCE QUESTIONS															
Adult Services	9,363	8,903	11,283	11,178	9,855	11,227	11,513	11,062	11,307	10,565	9,570	9,347	125,173	109,175	14.7%
Red Carpet	979	809	1,126	1,008	957	1,179	1,231	1,171	1,078	1,139	993	916	12,586	12,683	-0.8%
Topeka Room	883	988	1,016	1,254	1,188	1,537	1,273	1,558	999	1,168	1,100	683	13,647	9,463	44.2%
Media Center	1,145	1,350	2,005	1,463	1,346	1,062	1,488	1,573	1,634	1,675	1,502	1,113	17,356	19,860	-12.6%
Youth Services	3,150	2,787	2,958	2,527	3,432	4,723	4,050	3,416	3,623	3,369	2,878	2,202	39,115	37,765	3.6%
TOTAL REFERENCE QUESTIONS	**15,520**	**14,837**	**18,388**	**17,430**	**16,778**	**19,728**	**19,555**	**18,780**	**18,641**	**17,916**	**16,043**	**14,261**	**207,877**	**188,946**	**10.0%**
GATE COUNT	**89,700**	**83,147**	**92,409**	**87,885**	**91,233**	**102,515**	**107,305**	**100,081**	**83,948**	**86,117**	**79,727**	**58,256**	**1,062,323**	**1,077,708**	**-1.4%**
MEETING ROOMS															
Bookings	614	533	686	650	586	695	479	647	579	707	661	525	7,362	5,666	29.9%
Percent of Capacity	80.2%	75.9%	84.6%	86.2%	80.1%	96.1%	58.2%	67.9%	82.1%	94.5%	93.5%	100.1%	83.3%	56.2%	48.3%
ATTENDANCE	**9,256**	**9,639**	**9,543**	**11,541**	**12,789**	**15,810**	**8,684**	**7,859**	**8,916**	**12,673**	**11,128**	**9,204**	**127,042**	**106,830**	**18.9%**
PROGRAMMING															
Adult Services	337	277	189	410	316	307	375	265	560	328	346	68	3,778	4,909	-23.0%
Bookmobile	708	556	463	953	720	531	324	0	62	1,074	756	576	6,723	6,115	9.9%
Computer Classes	446	441	380	331	256	495	400	409	505	486	382	201	4,732	5,367	-11.8%
Gallery	185	65	95	0	0	0	411	10	11	180	178	55	1,190	*	
Media Center	341	170	56	46	113	182	30	356	60	161	40	34	1,589	1,727	-8.0%
Red Carpet	80	0	32	60	63	90	175	20	120	140	200	0	980	331	196.1%
Special Collections	20	226	81	316	144	129	16	51	40	1,049	119	60	2,251	3,123	-27.9%
Youth Services	3,501	4,551	4,505	5,891	8,024	4,774	3,836	1,181	4,546	4,741	4,171	468	50,189	45,155	11.1%
ATTENDANCE	**5,618**	**6,286**	**5,801**	**8,007**	**9,636**	**6,508**	**5,567**	**2,292**	**5,904**	**8,159**	**6,192**	**1,462**	**71,432**	**66,727**	**7.1%**

	GALLERY SHOWS						**2007**	**2006**	Change
	Judith Sabatini 1/12 - 3/2	Topeka Competition 3/23 - 5/4	Kansas Art Quilters 5/25 - 6/29	Very Small Objects 7/20 - 9/7	The Journey of Tea 9/28 - 11/2	The Inspired Line 11/16 - 1/7		YTD	06 TO 07%
ATTENDANCE	**4,256**	**3,908**	**4,570**	**4,146**	**3,145**	**3,468**	**23,493**	**24,016**	**-2.2%**

Topeka and Shawnee County Public Library
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	2007 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2007 Total	2006 YTD	Change 06 TO 07%
CIRCULATION DETAILS															
Print Material															
Adult Fiction	29,422	25,024	28,350	26,823	29,271	31,820	33,308	31,860	27,552	28,746	26,376	23,257	341,809	*	*
Adult Nonfiction	26,064	23,385	26,403	24,532	23,595	25,766	26,304	25,661	24,908	24,669	22,659	17,809	291,755	*	*
Juvenile Fiction	26,921	23,609	28,014	24,692	27,142	37,997	36,193	27,238	26,586	29,784	26,085	17,608	331,869	*	*
Juvenile Nonfiction	12,591	11,275	12,818	12,470	9,345	13,644	12,788	9,363	11,919	14,874	11,536	7,464	140,087	*	*
Magazines	1,631	1,405	1,737	1,946	1,954	2,114	2,298	2,170	2,124	2,230	1,823	1,289	22,721	*	*
RC Print Materials	11,882	10,453	11,428	10,994	11,353	11,405	12,064	12,055	10,943	11,224	10,667	9,489	133,957	*	*
RC Realia	453	393	439	379	445	460	465	502	446	434	370	307	5,093	*	*
YA Print Materials	5,521	5,374	6,454	6,061	6,273	7,821	7,189	5,844	5,707	6,051	5,449	4,619	72,363	*	*
PRINT CIRCULATION	**114,485**	**100,918**	**115,643**	**107,897**	**109,378**	**131,027**	**130,609**	**114,693**	**110,185**	**118,012**	**104,965**	**81,842**	**1,339,654**	*	*
Audio / Visual Material															
Adult Audiobooks	6,751	6,132	6,851	6,491	6,591	6,633	6,936	6,798	6,254	6,489	5,772	4,783	76,481	*	*
Adult Music	6,535	6,335	7,434	6,445	6,329	6,243	6,366	5,647	5,603	6,159	6,494	5,931	75,521	*	*
Adult Videos / DVDs	49,740	43,036	48,917	46,275	46,269	50,178	51,439	50,621	46,671	46,744	44,138	38,949	562,977	*	*
Juvenile Audiobooks	632	623	662	527	612	711	760	644	543	584	579	449	7,326	*	*
Juvenile Music	652	662	797	795	970	895	839	848	868	891	910	565	9,692	*	*
Juvenile Videos / DVDs	18,665	16,326	19,210	16,833	17,525	20,874	21,053	18,119	17,709	18,321	17,887	14,083	216,605	*	*
RC A/V	328	238	306	261	226	277	264	254	255	267	233	230	3,139	*	*
YA A/V	217	240	267	202	215	292	556	530	443	427	326	258	3,973	*	*
A/V CIRCULATION	**83,520**	**73,592**	**84,444**	**77,829**	**78,737**	**86,103**	**88,213**	**83,461**	**78,346**	**79,882**	**76,339**	**65,248**	**955,714**	*	*
Adult Material															
Adult Fiction	29,422	25,024	28,350	26,823	29,271	31,820	33,308	31,860	27,552	28,746	26,376	23,257	341,809	*	*
Adult Nonfiction	26,064	23,385	26,403	24,532	23,595	25,766	26,304	25,661	24,908	24,669	22,659	17,809	291,755	*	*
Magazines	1,631	1,405	1,737	1,946	1,954	2,114	2,298	2,170	2,124	2,230	1,823	1,289	22,721	*	*
Adult Audiobooks	6,751	6,132	6,851	6,491	6,591	6,633	6,936	6,798	6,254	6,489	5,772	4,783	76,481	*	*
Adult Music	6,535	6,335	7,434	6,445	6,329	6,243	6,366	5,647	5,603	6,159	6,494	5,931	75,521	*	*
Adult Videos / DVDs	49,740	43,036	48,917	46,275	46,269	50,178	51,439	50,621	46,671	46,744	44,138	38,949	562,977	*	*
ADULT CIRCULATION	**120,143**	**105,317**	**119,692**	**112,512**	**114,009**	**122,754**	**126,651**	**122,757**	**113,112**	**115,037**	**107,262**	**92,018**	**1,371,264**	*	*
Juvenile Material															
Juvenile Fiction	26,921	23,609	28,014	24,692	27,142	37,997	36,193	27,238	26,586	29,784	26,085	17,608	331,869	*	*
Juvenile Nonfiction	12,591	11,275	12,818	12,470	9,345	13,644	12,788	9,363	11,919	14,874	11,536	7,464	140,087	*	*
Juvenile Audiobooks	632	623	662	527	612	711	760	644	543	584	579	449	7,326	*	*
Juvenile Music	652	662	797	795	970	895	839	848	868	891	910	565	9,692	*	*
Juvenile Videos / DVDs	18,665	16,326	19,210	16,833	17,525	20,874	21,053	18,119	17,709	18,321	17,887	14,083	216,605	*	*
JUVENILE CIRCULATION	**59,461**	**52,495**	**61,501**	**55,317**	**55,594**	**74,121**	**71,633**	**56,212**	**57,625**	**64,454**	**56,997**	**40,169**	**705,579**	*	*
Red Carpet Material															
RC Print Materials	11,882	10,453	11,428	10,994	11,353	11,405	12,064	12,055	10,943	11,224	10,667	9,489	133,957	*	*
RC Realia	453	393	439	379	445	460	465	502	446	434	370	307	5,093	*	*
RC A/V	328	238	306	261	226	277	264	254	255	267	233	230	3,139	*	*
RED CARPET CIRCULATION	**12,663**	**11,084**	**12,173**	**11,634**	**12,024**	**12,142**	**12,793**	**12,811**	**11,644**	**11,925**	**11,270**	**10,026**	**142,189**	*	*
Young Adult Material															
YA Print Materials	5,521	5,374	6,454	6,061	6,273	7,821	7,189	5,844	5,707	6,051	5,449	4,619	72,363	*	*
YA A/V	217	240	267	202	215	292	556	530	443	427	326	258	3,973	*	*
YOUNG ADULT CIRCULATIOI	**5,738**	**5,614**	**6,721**	**6,263**	**6,488**	**8,113**	**7,745**	**6,374**	**6,150**	**6,478**	**5,775**	**4,877**	**76,336**	*	*