



IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240
319-356-5200 • icpl.org

LIBRARY BOARD OF TRUSTEES

November 19, 2020

Electronic Formal Meeting - 5:00 pm

ZOOM MEETING PLATFORM

Electronic Meeting

(Pursuant to Iowa Code section 21.8)

An electronic meeting is being held because a meeting in person is impossible or impractical due to concerns for the health and safety of Commission members, staff and the public presented by COVID-19.

You can participate in the meeting and can comment on an agenda item by joining the Zoom meeting via the internet by going to:

https://zoom.us/meeting/register/tJwlfuGrpj0sE9XBFYDdi3Y_uQiq_MP0qm-f

If you are asked for a meeting ID, enter Meeting ID: **988 9838 6691**

to enter a “Waiting Room” for the meeting.

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When prompted, enter the **meeting ID: 988 9838 6691**

Providing comments in person is not an option.

If you will need disability-related accommodations in order to participate in this meeting, please contact Elyse Miller, Iowa City Public Library, at 319-887-6003 or elyse-miller@icpl.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

LIBRARY BOARD OF TRUSTEES

November 19, 2020

Electronic Formal Meeting - 5:00 pm

ZOOM MEETING PLATFORM

Wesley Beary, President

John Beasley

Kellee Forkenbrock

Derek Johnk, Secretary

Carol Kirsch, Vice-President

Robin Paetzold

Tom Rocklin

Hannah Shultz

Monique Washington

1. Call Meeting to Order.

2. Public Discussion.

3. Items to be discussed.

A. Reopening Guidelines.

Comment: The guidelines for reopening the library were updated at the Board's request. Board action required.

B. Policy Review: 808: Art Advisory Committee.

Comment: This is a regularly scheduled policy review. Board action required.

C. Policy Review: 810: Discussion Rooms.

Comment: This is a regularly scheduled policy review. Board action required.

4. Staff Reports.

A. Director's Report.

B. Departmental Reports: Adult Services, Community & Access Services.

C. Development Office Report.

D. Miscellaneous

5. President's Report.

A. Appointment of Committee to Evaluate Director.

6. Announcements from Members.

7. Committee Reports.

A. Foundation Members.

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8. Communications.

9. Consent Agenda.

- A. Approve Regular Minutes of Library Board of Trustees October 22, 2020 meeting.
- B. Approve Minutes of the Special Meeting of the Library Board of Trustees, November 5, 2020.
- C. Approve Disbursements for October, 2020.

10. Set Agenda Order for December Meeting.

11. Adjournment.

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Iowa City Public Library Meeting Agendas and Other Significant Events		
NOVEMBER 19, 2020	DECEMBER 17, 2020	JANUARY 28, 2021
<p>Appoint Committee to Evaluate Director</p> <p>Policy Review: 808: Art Advisory Committee 810: Discussion Rooms</p> <p>Departmental Reports: AS, CAS</p>	<p>Policy Review: 704: Cardholder Database 811: Theft, Defacement, or Alteration of Library Materials</p> <p>Departmental Reports: CH, CLS, IT</p>	<p>6-month Strategic Planning Update</p> <p>Policy Review: 809: Library Use</p> <p>Review 2nd Quarter Goals/Statistics and Financials</p> <p>Departmental Reports: AS, CAS</p>
FEBRUARY 25, 2021	MARCH 25, 2021	APRIL 22, 2021
<p>Director Evaluation</p> <p>Policy Review: 700: Community Relations 701: Public Relations 706: Outreach</p> <p>Set Calendar for Next Fiscal Year</p> <p>Appoint Nominating Committee</p> <p>Departmental Reports: CH, CLS, IT</p> <p>OTHER: Inservice Day, 2/26/21</p>	<p>Policy Review: 702: Library Programming 812: Hours of Service</p> <p>Departmental Reports: AS, CAS</p>	<p>Review 3rd Quarter Statistics and Financials</p> <p>Policy Review: 803: Event Board 804: Free Materials Distribution 805: Display 816: Library Access for Sex Offenders Convicted of Sex Offense Against a Minor</p> <p>Departmental Reports: AS, CH, CLS, IT</p>
MAY 27, 2021	JUNE 24, 2021	JULY 22, 2021
<p>Policy Review: 806: Meeting Room and Lobby Use</p> <p>Departmental Reports: AS, CAS</p>	<p>Memorandum of Agreement between ICPLFF and ICPL</p> <p>Budget Discussion</p> <p>Departmental Reports: CH, CLS, IT</p>	<p>Election of Officers</p> <p>President Appoints to Foundation Board</p> <p>Develop Ideas for Board Annual Report</p> <p>Departmental Reports: AS, CAS</p>
AUGUST 26, 2021	SEPTEMBER 23, 2021	OCTOBER 28, 2021
<p>Review Board Annual Report</p> <p>Strategic Planning Update</p> <p>Departmental Reports: CH, CLS, IT</p>	<p>Review Annual Staff Report</p> <p>Adopt NOBU Budget</p> <p>Review 4th Quarter Statistics and Financials</p> <p>Departmental Reports: AS, CS</p>	<p>Budget Discussion</p> <p>Review 1st Quarter Statistics and Financials</p> <p>Departmental Reports: CH, CLS, IT</p>

ICPL COVID-19 Reopening Guidelines

This plan is a living document and is subject to change as new information becomes available.

The Iowa City Public Library takes the health of our patrons and staff seriously and takes great care in providing our services in the safest way possible. We will use the following external measurement to help us determine which library services we are able to make available:

- COVID-19 positivity rates as reported by the State of Iowa. The positivity rate reflects the average percentage of positive cases in Johnson County during the past 14 days.

This measure will be considered in conjunction with the following internal readiness indicators:

- Building readiness.
- Cleaning schedule established, adequate supply of appropriate cleaning supplies, appropriate spaces developed for staff and public use (including social distancing space), and clear guidelines for entering the building or service location created and posted.
- Staffing at a level conducive to managing onsite and mobile service delivery.
- Adequate PPE for staff. Appropriate volume of face masks, shields, gloves, and other protective equipment available for all staff.
- Plans in place to implement next phase(s), including staff schedules.
- Sufficient staff training. All staff fully trained and prepared to transition between phases.

Overall phase and readiness to move forward or backward evaluated regularly in consultation with Johnson County Public Health.

PHASE	SERVICES	TRANSMISSION RATE*
1	<ul style="list-style-type: none">• Library building closed• Phone, -chat, web-based services available	Community stay-at-home order issued or % Positivity Rate > 25%
2	<ul style="list-style-type: none">• Contactless curbside holds pickup• Mailing holds• Remote book drops available	% Positivity Rate: > 10%
3	<ul style="list-style-type: none">• Lobby Grab & Go• Bookmobile holds pickup• Technology access	% Positivity Rate: 5% to 10%
4	<ul style="list-style-type: none">• Express access to library building and Bookmobile	% Positivity Rate: < 5%
5	<ul style="list-style-type: none">• Full Access to Library Services	No community transmission or a positivity rate < 2% and vaccination readily available

*Transmission rates will be used as benchmarks until there is a medical end to the COVID-19 pandemic.

808 Art Advisory Committee Policy - Overview

Proposal: A routine, three-year review of the Art Advisory Committee Policy.

Issues: This policy has a much longer history than it appears from the dates in the footnotes. This language was originally a subsection to the Display Policy (805) for decades and was moved out into its own policy in 2012.

The Art Advisory Committee Policy is currently most often used to guide the selection process for our annual Art Purchase Prize competition, which adds original art by local artists to our circulating art collection.

Occasionally, gifts are offered to our permanent or circulating collection and this Committee may advise regarding the merits of including them.

Staff Recommendations:

1. Restructure the formatting and numbering of sections to match other policies.
2. Add mention of related policies. Collection Development drives the decisions made surrounding the selection of materials for our circulating collection. Display specifically mentions (805.7) potential consultation regarding public displays of original artwork.
3. Slight reworking of the language of the introduction to match other policies.

Action: Review and adopt as amended.

Prepared by: Jason Paulios, Adult Services Coordinator, November 10, 2020.

Review Committee: Jason Paulios (Adult Services), Candice Smith (Adult Services)

808. Art Advisory Committee

See also related policies: [Collection Development Policy \(601\)](#), [Display Policy \(805\)](#).

The Board shall establish an Art Advisory Committee. The purpose of the Art Advisory Committee is to advise Library staff to ensure original art displayed or circulated is of high quality.

808.1. Duties of the Committee.

- a. To annually review and select original art for the lending collection.
- b. To periodically review gifts of art donated for the Library's permanent or lending art collections.
- c. To periodically advise Library staff on purchase or selection of original art for permanent display in the building.
- d. To periodically advise Library staff on public requests to display original artwork.

808.2. Composition and Terms.

The committee shall consist of six members, appointed by the Board for staggered three-year terms, who are knowledgeable in the field of art, and one library staff member, appointed by the Director, to serve in a non-voting capacity. Current library staff members are not eligible for board appointment. Art Advisory Committee members may not serve for more than two consecutive ~~year~~ terms.

Adopted: February 23, 2012

Reviewed: November 20, 2014

Reviewed: November 16, 2017

Revised: **November 19, 2020**

810 Discussion Rooms Policy

Proposal: A routine, three-year review of the Discussion Rooms Policy.

Issues: This policy has remained almost unchanged since 1985 despite covering different library buildings. Correspondence and meeting minutes throughout the 1990s describe many of the same issues we see today regarding what to do with patrons who don't carry identification, how to handle vandalism, and how best to parcel rooms out with regards to time.

The identification requirement can be a barrier to use. It primarily serves as a way to ensure that the user checks out of the space with staff so that we know the room is available for another user. We do not generally accept other personal belongings in their place due to the difficulty it creates in the check-in/out procedure with high volume and different staff involved throughout the day.

Vandalism is rare and I am unaware of any time we have billed a patron or received payment related to any billing related to vandalism of these rooms.

In response to increasing demand, we instituted a time limit for room use in 2017. We saw an increase of almost 1,000 more patrons served in the following years with a very low number of patrons being turned away, anywhere from a few per day to just one in a month.

Staff Recommendations:

1. Add mention of related policies. Meeting Room and Lobby Use Policy specifically detail room use designations which relate. Library Use policy helps guide acceptable behavior while using the discussion rooms.
2. Change numbering slightly to incorporate the overview/introductory language.
3. Change language regarding damage/vandalism to better match that of the Meeting Room policy.

Action: Review and adopt as recommended.

Prepared by: Jason Paulios, Adult Services Coordinator

810. Discussion Rooms Policy

See also related policies: Meeting Room and Lobby Use Policy (806), Library Use Policy (809)

810.1 The Iowa City Public Library provides rooms for quiet study or discussion.

810.24. A person requesting use of a discussion room must leave some form of identification.

810.32. There is no fee for the use of library discussion rooms. All rooms are set in a standard room set-up and the person whose identification was recorded is responsible for returning the room to the standard set-up. This person may be charged for labor and materials to cover the cost of any damage. Any damage to the room will be billed to the person whose identification was recorded. The minimum charge is \$10.00.

810.43. Rooms may not be reserved in advance and time limits are placed on the use of rooms in order to provide access to as many users as possible.

Adopted: 06/27/85

Revised: 02/23/89

Revised: 06/25/92

Revised: 02/22/96

Revised: 04/27/00

Revised: 04/27/03

Reviewed: 02/23/06

Revised: 05/28/09

Revised: 03/29/12

Revised: 10/20/14

Revised: 11/16/17

Revised: 11/19/2020

Director's Report: November 2020

Step Back to Phase 2

On Wednesday, November 4th, Johnson County's 14-day rolling average of positive C-19 cases was 10.5%, so we transitioned from Phase 3 back to Phase 2 (contactless curbside holds pickup, mail holds delivery, and remote book drops available), as specified in our Reopening Guidelines draft document. We were able to make this transition with no interruption of service to the public. Our new lobby model locates staff much closer to the exterior doors and limits patron occupancy to three individuals or small groups. Holds are now housed in Meeting Room A. We shared information about the change on social media and through a press release.

Library Use Policy

At the last regular meeting, the Board approved moving Staff Inservice day from December to February. Since this day will focus on our strategic initiative to think beyond calling the police for behavior issues that could be handled a different way, we anticipate recommendations to change the Library Use Policy after Inservice Day. The Library Use Policy was scheduled to be discussed at the November meeting, but we pulled the policy from the agenda for this reason and anticipate addressing it in March 2021.

Additional Details about Mailing Costs and Automatic Material Handlers We spoke about Automatic Material Handlers (AMH) at the last regular Board meeting (October) and the Board requested a number of additional details related to cost, ROI, physical space required, and staffing impacts of incorporating an AMH into our work processes at ICPL. This information is being gathered and I look forward to sharing more details with the Board next month. Changes in COVID-19 numbers over the past few weeks have made it more difficult to get meaningful input from other library directors about non-pandemic topics. I also plan to provide additional data on mailing holds (as discussed at the Special November meeting) next month; identifying unique users and average numbers of items sent is taking some creative information sifting.

Concerns about Rising COVID-19 Transmission Rates

As Johnson County transmission rates increase, and the winter holiday season approaches, there is a renewed sense of concern about rising COVID-19 positivity rates in our community. Staff and patrons are expressing worries about the safety of interacting with people at service points and handling shared materials. The Library Leadership Team continues to make decisions based on information from credible sources and public-health oriented partner organizations (most significantly, Johnson County Department of Public Health), and to apply best practices and recommended safety precautions throughout our operations. This sense of global worry is very fatiguing, and some staff are seeking individualized supports to make their work feel more safe or secure. We are exploring ways to keep staff socially distanced at all times

while at the library or working from home, and may move some staff from their regular work stations to more open areas, like to public spaces or into a study room or similar.

Legislative Reception

The next Johnson County Public Library Legislator's Reception will be held on Tuesday, December 8th, via Zoom. Directors are planning a shared presentation about COVID-related service changes. We are tentatively planning to provide an overview of ways we responded similarly—shifting programs to online platforms, increasing digital holdings, offering curbside services, etc.—while also providing a framework for each library to highlight one or two things that resonated especially well with our users. Invitations will be sent soon.

Respectfully Submitted,

Elsworth Carman

Adult Services Department Report

Prepared for the November 19, 2020 Meeting of the Iowa City Public Library Board of Trustees
Jason Paulios, Adult Services Coordinator

Reference Services – Covid update

October saw the introduction of Phase 3, Lobby Grab & Go, (G&G) with in-person holds pickups in the lobby. To help patrons understand our expectations during this phase, and to answer other service-related questions, we created a Welcome Desk in the lobby just inside the Linn St. entrance. Staff from the Info Desk and every department worked at the Welcome Desk and were able to see familiar faces again. We either learned to shout loud enough to be heard over the sound of the heater and through the plexiglass and mask barriers, or discovered new ways to nonverbally communicate “please put on your mask” or “that way to your holds!” We kept track of requests for services and notable issues, the most common including a desire to browse shelves, use a study space, or get out of the early cold temperatures.

We introduced in-person computer access on October 13th. This was the first time we were able to offer this vital library service since we closed in March. Our plan involved a temporary location while early voting took place in the meeting rooms. We set up five stations in the Meeting Room A hallway, and an Info Desk staff person stationed at a desk nearby. Patrons were offered a half-hour session weekdays, between 10 am and 12 pm and 1 pm to 3 pm. There was an average of nine users each day, many using our printing service (10 free pages per day). We began discussing expanding the service into the meeting rooms with more hours, faxing/scanning options, and increased capacity. when we had to dial back to Phase 2 by rising Covid rates.

Switchboard staff returned to their “old” location on the first floor, with access to familiar phone software, extra monitors for easier workflow, and individual Bluetooth phone options. Info Desk staff were taken out of the incoming calls rotation and Switchboard resumed their normal workflow. Fewer calls were answered in October, compared with previous months. This was likely due to the change in service from the more staff-intensive curbside pickup workflow, and time for in-person questions via G&G.

Interlibrary Loan

In early November, we made a small change to ILL workflow involving new webform remote requests. Info Desk staff had been responsible for searching for these requests in ILL software and translating that information to ILL staff for final request. By training ILL staff to do these searches (which we still consider to be reference work and count as such in statistics) we have simplified the workflow within the department and created a better way to track communication about individual requests between the involved staff who may be working remotely.

Remote Programming

Staff continue to use the Zoom platform to present adult and teen programming and classes. Classes remain a popular option with many attendees at events aimed at learning more about Google Drive, organizing digital photo collections, and learning a language with ICPL’s online resources. We were approached by the UI’s Obermann Center about renewing our collaboration on the Obermann Conversations series. We hosted a webinar last month, and another is planned for November. New adult book club programming was developed to complement our BYOBook offering. November will see the first of a short series of environmental reads co-sponsored with Green Iowa AmeriCorps and Iowa City/Johnson County Senior Center. Our first new Sci-Fi/Fantasy Book Club will be offered in December.

Public Service

The transition from Curbside to Lobby Grab & Go to Express Pickup has provided great insight about how the community uses the library.

Circulation data, as well as patron feedback, continues to influence services so we may maintain patron and staff safety, provide access to information, education, and entertainment, and to help flatten the pandemic curve.

The library team has demonstrated tremendous ingenuity and flexibility in the rapid transition of technology, work spaces, and the hold shelf as we have moved from beneath the library security gate to the meeting rooms and shallow end of the lobby.

Meeting Rooms A, B, and C were retooled to accommodate the hold shelf, Info Desk, and mailing station. This supports the rapid turnaround of services required for our express pickup model.



Check Out Comparison



Curbside: 826 daily

Lobby Grab & Go: 734 daily

Express Pickup: 838 daily



Strategic Planning

The CAS team reviewed former processes, some of which may be reintroduced in the near future, such as notification for items that have not been returned on time. In collaboration with the Development Office, circulation staff are researching sustainable options for mailing, delivery, and virtual services. Communication, executing service tweaks, mitigating barriers, and virtual customer service are improving as we continue to develop our response to COVID-19.

Looking Forward

Staff are nominating their selections for the ICPL Best of the Best 2020 list. This is an annual guide to the best books in multiple genres, according to library staff. In this unique year, it has been a pleasure putting together the Best of the Best as it is much anticipated by patrons and guides our community's reading.

The Marketing and Outreach teams are working on growing and promoting programming for seniors. We are creating new outreach avenues, such as Make & Takes, to support those in our community who rely on the library for social connection.

Development Office Report
Prepared for the Board of Trustees
Iowa City Public Library
by Patty McCarthy, Director of Development
November 19, 2020



#GivingTuesday is a global day dedicated to giving to nonprofit organizations on the Tuesday after Thanksgiving. That's Tuesday, December 1, this year. The ICPL Friends Foundation plans to participate and will share the special donation page on the library's website as well as through social media.

Thank you in advance for making a gift and helping achieve 100 percent giving from all ICPL affiliated board members. If another incentive will help you decide to donate, did you know that *everyone* can potentially benefit from a federal income tax deduction for cash gifts of up to \$300 to nonprofit organizations such as the ICPL Friends Foundation in 2020? That's a special provision of the CARES Act open to all, including non-itemizers. Please give as generously as you can at www.icpl.org/about/donate. Every gift makes a difference.

Eat Out to Read on December 2

Enjoy a great meal from Hudson's Iowa City on Wednesday, December 2, knowing that the Iowa City Public Library will benefit too.

A very generous percentage of all sales on December 2 from 4-8pm will be donated by Hudson's Iowa City, to the Iowa City Public Library Friends Foundation. That includes carry out, dine-in, delivery through CHOMP, and sales of gift cards and merchandise. If you buy a \$50 Hudson's gift card, you will receive a special gift too. Hudson's, 482 Hwy 1 West, Iowa City. 319-499-1058.



Sidekick Coffee & Books Benefit

Thank you to Sidekick Coffee & Books' owner Katy Herbold for hosting a weekend of shopping online to support the Iowa City Public Library.

The sale begins on Saturday, December 12 at 8am and continues through Sunday, December 13 at

5pm. A generous percentage of sales will be donated to the ICPL Friends Foundation.

Check out the refreshments menu and pick up a special coffee to take home to enjoy while you shop online for books for children and adults, puzzles, toys, and other merchandise. We're grateful to this new business for starting a new tradition! Sidekick Coffee & Books. 1310 ½ Melrose Ave, Iowa City. 319-569-1010. www.sidekickcoffeebooks.com

Photos: Iowa City Public Library Bookmobile back on the road again

5 PHOTOS

5:02 p.m. CDT Oct. 20, 2020



Librarian Tom Jordan waves from the steps of the Iowa City Public Library Bookmobile during a stop, Tuesday, Oct. 20, 2020, at the Waterfront Hy-Vee parking lot in Iowa City, Iowa.
JOSEPH CRESS/IOWA CITY PRESS-CITIZEN



Heidi Lauritzen, left, picks up a reservation of books from librarians Tom Jordan and Paul Bethke, right, during an Iowa City Public Library Bookmobile stop, Tuesday, Oct. 20, 2020, at the Waterfront Hy-Vee parking lot in Iowa City, Iowa.

JOSEPH CRESS/IOWA CITY PRESS-CITIZEN



Librarians Paul Bethke poses for a photo during an Iowa City Public Library Bookmobile stop, Tuesday, Oct. 20, 2020, at the Waterfront Hy-Vee parking lot in Iowa City, Iowa.
JOSEPH CRESS/IOWA CITY PRESS-CITIZEN



Librarians Paul Bethke, left, and Tom Jordan pose for a photo during an Iowa City Public Library Bookmobile stop, Tuesday, Oct. 20, 2020, at the Waterfront Hy-Vee parking lot in Iowa City, Iowa.

JOSEPH CRESS/IOWA CITY PRESS-CITIZEN

Iowa City library director emphasizes flexibility, caution in navigating coronavirus

IOWA CITY — In library school, you learn a thing or two about responding to a disaster.

Those disasters usually are something like a flood or a fire, though, said Iowa City Public Library Director Elsworth Carman. A pandemic? There were no classes on that.

Instead, Carman said, he relied on the basics of his library education.

"You're thinking back to everything you learned about being really flexible in what you deliver in your service," he said. "It's almost like the general community field training that we have about how to solicit input and how to read the input."

January will mark two years since Carman, 40, joined the library as its director. It wasn't long after his anniversary that Carman embarked on what likely will be one of the bigger challenges of his career — guiding a library through a public health crisis.

Carman said his guiding principle throughout the pandemic has been keeping patrons safe and not further contributing to the spread of COVID-19.

"I would say my philosophy has been ... really thinking about the public health aspect," he said. "What decisions will keep people at home? What decisions will keep people from interacting in an unsafe way?"

The public library last was fully open to the public March 14. At that time, department leaders for the library, parks and recreation, and the senior center all felt the safest response to the pandemic was to shut down.

Carman said that decision — while the right call — felt antithetical to everything he valued about being a librarian.

"My whole career is about trying to be more accessible and more open to the public," he said. "I've never had that kind of feeling about a decision. You knew it was right, but it felt so wrong."

Carman said staff worked quickly to re-establish online and phone reference services from home. Digital resources such as streaming services and e-book collections were maintained and bolstered. The children's section started recording and posting story time programming online.

"It was awesome to watch the staff respond," Carman said. "We tried to push things that we knew were high-value to the community as soon as we could, even if it meant some guesswork on our part."

In June, library staff began making physical materials available to patrons again through mail and a curbside pickup service. That required planning, training and outfitting library staff with protective gear.

"It felt great," Carman said. "I would say when we were able to open those side doors to our curbside service, for many staff it was emotional, for many patrons it was emotional — more than you'd expect."

The library staff also did its part to respond to Black Lives Matter protests this summer. While the library couldn't open to the public, library staff put together a list of relevant e-books and anti-racism materials for patrons of all ages. All of it was free, available online and saw "huge engagement," Carman said.

"It felt good just to continue to be the library," he said.

In October, the library reopened its lobby to the public, unveiling a grab-and-go service. Computer access and the Bookmobile also returned. However, services — including the Bookmobile and computer access — were scaled back this past week because of the rise in COVID-19 cases in Johnson County. It was the first time the library took a step back on its offerings since the initial closure in March.

Carman said he has been keenly aware that the library is a resource and refuge for some of the city's most vulnerable populations.

"We can meet 100 percent of some of our population's needs," he said. "We're meeting maybe zero percent of other people's needs. As the director, it wears on me thinking about what can we do to support the parts of our community that needs more right now. It's a constant back and forth — how do you balance your resources?"

That said, library staffers try to celebrate the successes they've seen throughout the pandemic, Carman said. And he said the community has been patient as the library takes a more cautious approach than some libraries.

"It's a special group of people," Carman said. "Library users have just been so kind and so accommodating to us just trying to figure out the best way forward.

"We love that, and we can't wait to serve them more."

Comments: (319) 339-3155; lee.hermiston@thegazette.com

Iowa City Press-Citizen

ENTERTAINMENT

Iowa City Public Library moves toward reopening, getting bookmobile back out on the road

Isaac Hamlet Iowa City Press-Citizen

Published 7:00 a.m. CT Oct. 21, 2020

The Iowa City Public Library is moving slowly toward reopening, between patrons having limited access to the building and staff putting the bookmobile back on the road.

Sam Helmick, the ICPL's new community and access services coordinator, said that, as of Sept. 14, the library is now in phase-three of its five-phase reopening plan — "lobby grab and go." Phase-two involved limiting library access to curbside pick-up.

"Essentially, you can come into the library (now)," Helmick said. "The only entrance currently is the one on Linn Street, so (a welcome desk) is stationed there with tall plexiglass around it."

This set-up operates similarly to curbside pick-up, in which patrons are able to reach out in advance and come to pick up their material. However, with the increased accessibility to staff, it's now easier for people to walk in on a whim and request particular material since browsing in-person is still not currently an option.

In tandem with its move to phase three, the bookmobile was loaded up and rolled out last week. While the bus is typically in operation year-round, this was the first time its wheels had hit the road since March (other than a brief period following the derecho, when the bookmobile acted as a roving hotspot).

More: Iowa City schools see COVID-19 cases rise since resuming in-person activities, recording more than 200 cases since Aug. 15

Like the library proper, the bookmobile is not open for browsing, but Helmick said there has already been a positive reaction from the community.

"There are, regularly, those who almost exclusively interface with the library through the bookmobile," Helmick said. "(And) during my shift last Thursday, we had someone who was just organically walking by (and discovered us) ... so I think we're going to get more friends — more visitors — from this."

More: 727 more cases, 14 more deaths from COVID-19 in Iowa as hospitalizations hit new high statewide

The bookmobile's schedule takes it between locations around town at particular times, Monday through Friday. While Helmick doesn't predict the schedule will change much over the next week or two, the library is looking for input from community members regarding places the vehicle should set up shop.

The bookmobile is also creating bundles of books, CDs and DVDs that people can pick up which contain related media.

As has ever been the case, it's hard to say what the future may bring. In the fifth and final phase of the library's reopening, the library and bookmobile should be available to browse again, but Helmick can't yet say when that will be or how things might continue to be different than they were in a pre-COVID world.

"We're respecting that pre-COVID life will never exist again," Helmick said. "We're honoring the fact the world has changed."

The Bookmobile's schedule

Monday:

10 a.m.-12 p.m.: North Dodge Hy-Vee

3-5 p.m.: St. Mark's United Methodist Church

Tuesday:

10 a.m.-12 p.m.: Waterfront Hy-Vee

3-5 p.m.: Pepperwood Plaza

Wednesday:

10 a.m.-12 p.m.: First Avenue Hy-Vee

3-5 p.m.: Mercer Park

Thursday:

10 a.m.-12 p.m.: GreenState Credit Union

3-5 p.m.: Terry Trueblood

Friday:

10 a.m.-12 p.m.: Walmart

3-5 p.m.: Breckenridge Estates

Updated Bookmobile times and locations can be viewed on the ICPL website.

Isaac Hamlet covers arts, entertainment and culture at the Press-Citizen. Reach him at ihamlet@press-citizen.com or (319)-688-4247, follow him on Twitter @IsaacHamlet.



IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240
319-356-5200 • icpl.org

HOURS: Mon-Thurs 10-9, Fri 10-8, Sat 10-6, Sun 12-5

BOARD OF TRUSTEES

Minutes of the Electronic Regular Meeting October 22, 2020

DRAFT

Electronic Meeting (Pursuant to Iowa Code section 21.8)

An electronic meeting was held because a meeting in person was impossible or impractical due to concerns for the health and safety of board members, staff, and the public presented by COVID-19.

Members Present: Wesley Beary, Kellee Forkenbrock, Carol Kirsch Robin Paetzold, Tom Rocklin, Hannah Shultz, Monique Washington.

Members Absent: John Beasley.

Staff Present, Elsworth Carman, Karen Corbin, Melody Dworak, Alyssa Hanson, Sam Helmick, Anne Mangano, Patty McCarthy, Stacey McKim, Brent Palmer, Jason Paulios.

Call Meeting to Order. President Beary called the meeting to order at 5:02 p.m.

Public Discussion. None.

Items for Discussion/Action.

FY22 Budget Discussion. Carman said there was a small reduction to our budget last year, and there was an additional reduction this year. Carman said department heads were coached to craft budgeting requests, including CIP requests, as if FY22 and beyond were largely unaffected by the current pandemic.

Rocklin asked about the automatic materials handler (AMH) and asked if we know how many staff hours would be saved. Carman did not have an estimate, and explained this kind of automation requires people but reduces errors and increases speed. Most likely this would result in a quicker turnaround time for items to get back on the shelves. Our project will likely be affected by the overall CIP budget, and it may be moved to a later year. Submitting the request now lets City Finance and Administration know this is a project in which we are interested and believe would enhance our service to the community. Paetzold asked if an AMH will reduce the number of volunteers. Carman said there are concerns about volunteers returning after COVID, and some volunteer work may change, but we have staff interested in finding meaningful work for volunteers. Paetzold said the machines take up a lot of

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physical space. Carman said this building was constructed with the capability for an AMH. He does not imagine having to move load bearing walls or make other expensive building adjustments to accommodate a machine. He believes if we can find a machine that fits our needs in our current space, then it is worth pursuing. Carman pointed out the machines are smaller than they used to be. Rocklin said at some point in the future it would be interesting to see what the staff costs would be. Carman clarified the idea is not to supersede any positions or cut any positions but to free up staff to do other work. Washington said it is important to talk with staff about this and asked if any area libraries have one. North Liberty Community Library (NL) and Coralville Public Library (CPL) do not; Cedar Rapids Public Library (CRPL) does. The AMH was included when the new CRPL library was constructed. Washington said she is going to visit CRPL to check it out. Johnk said he has already done so. Paetzold asked if CRPL would share general maintenance costs with us. Carman will prepare a report for a future meeting.

Beary asked about the CIP timeline. Carman said phasing will be discussed at the next budget meeting (in November). Paetzold said it is good to have a placeholder for this item in the budget if it is not approved this year. Shultz wanted to confirm that CIP projects are not part of the general operating budget. Carman said CIP projects are separate. Paetzold asked if we have identified library monies to help support the project. Kirsch asked about the anticipated life expectancy of an AMH. Carman will look into this for his report. Paetzold asked if CIP projects need to be prioritized if there is more than one. Carman said he has not been instructed to prioritize them outside of the prioritization indicators on the CIP documents. Carman thinks the facilities study may be pushed further into the future.

Rocklin asked about the Urban Libraries Council (ULC). Carman said it has emerged as a forward-thinking group over the past several years. ULC originated with larger public libraries but now includes all sizes of public libraries. Libraries pay by population; Carman believes this is a great investment, regardless of library size. The availability of training and networking for staff is a primary benefit. The ULC will help all levels of staff connect with regional peers and agencies. Their offerings align with our strategic plan and values. The training budget has been challenging to maintain and membership in ULC will help. Carman feels our closure has changed how connected staff feel to each other and this could be a tool that brings people together. Carman has leaned on library peers who belong to ULC and received good information from them. He feels it is a good return on the investment.

Paetzold asked if it is important to include the MERGE rent when we discuss the facility study. She would like to keep the MERGE space on the radar so we do not lose sight of the space and the revenue it could generate for us, or for us to use the space itself. Carman will see if this fits in the facility study. A motion to approve the proposed budget was made by Johnk and seconded by Kirsch. Motion carried 8/0.

Staff Reports.

Director's Report. We will have regular Lobby Grab & Go (G&G) service on the first football Saturday this weekend. Kirsch said it is an away game; staff still believe downtown will be quite busy. We have had a sustainable number of people in the building for technology access, G&G and early voting. The step up to the Bookmobile is now functioning properly. Carman asked for feedback on our opening guidelines. If the Board supports this document, Carman would like to share all or part of it with the

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public. Shultz likes it and thinks it is really clear; she was impressed with G&G, with safety, and organization. Shultz felt good to be in the building. Forkenbrock said the service was really good; Johnk got a bit emotional when he came into the building. Rocklin also had a great G&G experience. Rocklin thinks some wiggle room language in the opening document would be good. He thinks less than 1% would be better than 0% and no community transmission does not seem feasible. Kirsch also appreciated G&G and agrees with Rocklin about having some room to maneuver. Benchmarks may need to be flexible as opening and closing over and over again is not a good model. Shultz appreciates the moving forward/backward language. Carman will share the guidelines document with Johnson County Public Health before our special meeting. Shultz thinks having the extra backup will be helpful. We can bring this document back to the next meeting after making some adjustments.

Departmental Reports.

Children's Services. No comments or questions.

Collection Services. Mangano said the Reader's Advisory group is working on providing books that may interest people.

IT Services. No comments or questions.

Development Office. McCarthy thanked everyone who tuned in for the Looking Forward conversation with Maureen Corrigan and Lisa Scottoline, who volunteered their time for the event. Some of the books Maureen discussed have generated holds in the catalog. Despite stiff competition for viewers, Marilyn Robinson talked at the same time as Looking Forward, McCarthy said the fundraiser topped \$10,400. Beary said he had a fun night with the Brix package. McCarthy said our 27-year partnership with Prairie Lights, the Book Gala, will continue via 24-hours of online shopping at the store. Promotion for the event is forthcoming.

Miscellaneous. No comments or questions.

President's Report. President Beary thanked Paetzold for helping with the Iowa Library Association (ILA) conference committee and thanked Carman and Shultz for presenting and shining a light on us at the annual conference last week. President Beary said there is interesting content available online. He asked members to be prepared to nominate a group for the director's evaluation and to let him know if interested in participating. Kirsch said she is interested.

Announcement from Members. None.

Committee Reports. No Foundation meeting.

Communications. None.

Quarterly Financials. Carman said numbers are going to be different but the bottom lines look good. He thinks there are going to be a couple of challenging quarters ahead.

Quarterly Statistics. No questions or comments.

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Consent Agenda. There was no discussion. A motion to approve the consent agenda with the change suggested by Paetzold to the 9/24/20 minutes was made by Johnk and seconded by Rocklin. Motion carried 8/0.

Set Agenda for November meeting.

Appointing committee to evaluation director.

Policy review.

Special meeting on 11/5.

Adjournment. President Beary closed the meeting at 6:09 p.m.

Respectfully submitted,

Elyse Miller

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BOARD OF TRUSTEES

Minutes of the Electronic Special Meeting November 5, 2020

DRAFT

Electronic Meeting (Pursuant to Iowa Code section 21.8)

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Members Present: Wesley Beary, Kellee Forkenbrock, Carol Kirsch, Robin Paetzold, Tom Rocklin, Hannah Shultz.

Members Absent: John Beasley, Derek Johnk, Monique Washington.

Staff Present: Elsworth Carman, Karen Corbin, Melody Dworak, Alyssa Hanson, Sam Helmick, Patty McCarthy, Anne Mangano, Elyse Miller, Brent Palmer, Jason Paulios.

Guests Present: None.

Call Meeting to Order. President Beary called the meeting to order at 5:02 pm.

Public Discussion. None.

Policy 801: Circulation and Library Card Policy. Carman reminded the Board that they had previously supported fine-free to the end of the calendar year and asked to revisit the extension and approve going fine free on all materials through the end of the fiscal year as a continuation of the Library's efforts to reduce barriers and be as accessible as possible. Carman spoke with Ashley Monroe, Assistant City Manager, about this change and plans to talk about the status of fine free at our budget meeting. Paetzold asked if there have been any complaints because of delayed returns. Carman said we have not received any for several months. Kirsch thinks collecting money for fines would complicate service, too, in our current service model. A motion to approve the extension of fine-free materials from January 1, 2021 to June 30, 2021 was made by Kirsch and seconded by Shultz. Motion carried 6/0.

Inservice Day. Carman said changing Inservice Day from December has been discussed periodically, particularly as it is such a busy time of the year for everyone. President Beary recognized having extra time may also enable some of the day to be in person. Beary offered to help as did Shultz. A motion to

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approve moving Staff Inservice Day from Friday December 11, 2020 to Friday, February 26, 2021 was made by Shultz and seconded by Kirsch. Motion carried 6/0.

Mail Services. Carman said while none of the information shared here is new, it had not previously been packaged in one place for review, and is intended to show the Board the financial impact of mailing items to patrons. Initially, all patrons were able to receive materials by mail; we adjusted to only contracting cities, rural Johnson County, and Iowa City patrons when ILL was reinstated, since at that point non-resident/contracting cities patrons could access ICPL materials through their home library. Mailing materials contributes to our safety model but is expensive. Carman said we need to build a framework for it if we are to continue the service. President Beary asked if this is used by a broad group of people or just a few regular patrons. Paetzold thinks we are pushing the service too much. Rocklin asked if we know the demographics of the mail recipients. Carman believes a broad group of people are using mail delivery. Rocklin said it is quite expensive; Carman said it is more easily absorbed right now because of reductions in other expenditures during COVID. Carman said we put \$100,000 in our mail budget for next year but thinks it could be complicated to make this a more permanent part of the budget. Paetzold said she does not see a strategy to pull back mail service when we return to normal circulation. Kirsch said we have At Home services for people who cannot come to the library already and we do not wish to disincentive people from coming into the building when we reopen. She is not in favor of this becoming a permanent service. Paetzold said we could suggest enrollment in the At Home program for those who cannot come to the building. Rocklin said he likes mail delivery as an access choice; Carman agreed. Carman said some COVID-related service practices libraries have instituted, like curbside, may continue when libraries reopen.

Paetzold asked how staff feel about mailing materials. Carman said the leadership team appreciates the service right now but it is labor intensive and expensive. Paetzold asked how people are returning materials to us. Carman said patrons are using remote book drops and bringing materials back to the building. Paetzold is concerned that people may actually be in the building and receive items by mail. Shultz suggested altering the language in phase 3 and 4. Carman said trying to identify unique patrons versus items would help and we will try to do this to assist the conversation. Paetzold asked if it is possible to let heavy users know how expensive it is and ask if they wish to donate to offset the postage costs. Carman said this would need to be approached in an appropriate way. Rocklin said another way to cost contain would be to reduce the number of times we mail each week. President Beary said we could use messaging informing patrons that materials are available sooner if they select pickup instead of mail. He also said that current circumstances are different than future ones may be; many people like to browse in the building and this would result in checkouts from the building. Carman said we try to move patrons efficiently through the building but the ease of use and access to materials using mail delivery keeps everyone safer. Carman appreciated the discussion. Shultz asked if there were too many people in the building or if staff ignore social distancing guidelines. Carman said the first few days were the most challenging but traffic flow has been manageable most of the time. We recently changed the space and it appears to have helped with managing the flow of people.

Reopening Guidelines. Carman shared this is the second time we have presented this document to the Board. After the first conversation at a Board meeting, we shared it with Johnson County Public Health (JCPH) and they had a few suggestions to make the document stronger. They provided less targeted

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advice around specific numeric benchmarks than Carman would have wished, though he understands why asking for that kind of detail is challenging. JCPH suggested we adjust our language to say under 2-3% and a vaccination. Carman looked at what other libraries are doing and many do not have a benchmark or metric. He feels this is the best guess we can make and welcomes any changes or suggestions from Board members. Rocklin thinks we are doing a great job but would add additional language about vaccinations. Kirsch said it should not sound like one has to have a vaccination to come into the library. President Beary is concerned about the community stay-at-home order being the only criteria for phase 1. He does not believe a lockdown would be ordered, and thinks another metric would be helpful. Carman asked if we want to pick a positivity rate for stay-at-home or have JCPH assist us with this. Rocklin would prefer to not have a phase 1 and use contactless curbside pickup. President Beary said this is an increased risk for staff. Rocklin agrees staff risk is greater than patron risk in such a situation. If JCPH is not comfortable providing a specific percentage rate, Board members asked if JCPH could suggest an agency that could. Staff risk needs to be the highest consideration. Shultz said once there is widespread vaccination this will no longer be applicable. Carman said he will investigate. Rocklin agrees that the document only operates while we are in a pandemic stage of the disease.

Director's Report. Carman said we surpassed 10% positivity rate yesterday and we retooled operations to support the need for reduced contact. He said our plans are functional and we keep improving service, but we need to keep working to achieve a model that will be as safe as possible, especially with colder weather approaching. Carman explained that each time we move a service point, the plexiglass that was specifically designed for a specific area, must be adapted to its new location. We receive suggestions and feedback from staff that enable us to be safer. Our current model with the desks near the lobby doors will not work well when it gets colder. Scaling back was challenging, but Carman said staff are flexible and thoughtful and we will keep learning as we go. Patrons and staff comments have been both supportive and critical of the changes, but the majority of staff and patrons seem comfortable with this iteration of service.

President's Report. No report.

Adjournment. President Beary closed the meeting at 5:55 pm.

Respectfully submitted,
Elyse Miller

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2020

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550110			Library Administration			
10550110 432080			Other Professional Services			
014353 ONE SOURCE THE BACKG PLUS4649-VOL20200930		0	2021 4 INV P	340.00 100920		19694 BACKGROUND CHECKS F
			ACCOUNT TOTAL	340.00		
10550110 435055			Mail & Delivery			
010475 GREENSTATE CREDIT U 1108205531		0	2021 4 INV P	55.00 103020		251432 EMiller/ Mastercard
			ACCOUNT TOTAL	55.00		
10550110 435055 906			Mail & Delivery			
012264 MAILBOXES OF IOWA CI 10012020		0	2021 4 INV P	1,282.00 101620		250922 Admin/ Bubble Maile
			ACCOUNT TOTAL	1,282.00		
10550110 436050			Registration			
010475 GREENSTATE CREDIT U 1108205531		0	2021 4 INV P	414.00 103020		251432 EMiller/ Mastercard
			ACCOUNT TOTAL	414.00		
10550110 438130			Cell Phone/Data Services			
010482 VERIZON WIRELESS 9864649943		0	2021 4 INV P	194.75 103020		251520 Admin/Monthly Cell
010889 U S CELLULAR 0399223668		0	2021 4 INV P	99.16 103020		251502 Admin/Monthly Cell
			ACCOUNT TOTAL	293.91		
10550110 443020			Office Equipment R&M Services			
011736 KONICA MINOLTA BUSIN 267877390		0	2021 4 INV P	137.59 103020		251451 Admin/ Maintenance Ag
			ACCOUNT TOTAL	137.59		
10550110 445140			Outside Printing			
010510 DEMCO INC 6846400		0	2021 4 INV P	117.13 100920		250750 Admin/2 Rolls ICPL
			ACCOUNT TOTAL	117.13		
10550110 446300			Phone Equipment/Line Chgbk			
014293 IMON COMMUNICATIONS 2262271		0	2021 4 INV P	65.94 103020		251441 IT/ July 16- Aug 15
014293 IMON COMMUNICATIONS 2322621		0	2021 4 INV P	65.94 103020		251442 ITAD/ Oct 16- Nov 1
				131.88		
			ACCOUNT TOTAL	131.88		
10550110 449120			Equipment Rental			
011736 KONICA MINOLTA BUSIN 69833844		0	2021 4 INV P	114.30 103020		251452 Admin/ Lease Paymen
			ACCOUNT TOTAL	114.30		
10550110 452010			Office Supplies			

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2020

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
010475 GREENSTATE CREDIT U	1108205531	0	2021 4 INV P	494.14 103020	251432	EMiller/ Mastercard
			ACCOUNT TOTAL	494.14		
10550110 469320 010475 GREENSTATE CREDIT U	1108205531	0	Miscellaneous Supplies 2021 4 INV P	733.04 103020	251432	EMiller/ Mastercard
			ACCOUNT TOTAL	733.04		
10550110 469320 906 010475 GREENSTATE CREDIT U	1108200292	0	Miscellaneous Supplies 2021 4 INV P	204.26 103020	251429	AMangano/Mastercard
			ACCOUNT TOTAL	204.26		
			ORG 10550110 TOTAL	4,317.25		
10550121 10550121 438030			Library Bldg Maint - Public Electricity			
010319 MIDAMERICAN ENERGY	20200929151249	0	2021 4 INV P	11,914.53 100220	19625	MidAmBilling 093020
010319 MIDAMERICAN ENERGY	20201020161844	0	2021 4 INV P	6,466.82 102320	19822	MidAmBilling 102120
				18,381.35		
			ACCOUNT TOTAL	18,381.35		
10550121 438070			Heating Fuel/Gas			
010319 MIDAMERICAN ENERGY	20200929151249	0	2021 4 INV P	565.82 100220	19625	MidAmBilling 093020
010319 MIDAMERICAN ENERGY	20201020161844	0	2021 4 INV P	1,038.16 102320	19822	MidAmBilling 102120
010319 MIDAMERICAN ENERGY	20201027162541	0	2021 4 INV P	12.13 103020	20179	MidAmBilling 102820
				1,616.11		
			ACCOUNT TOTAL	1,616.11		
10550121 442010			Other Building R&M Services			
010821 MIDWEST ALARM SERVIC	333281	0	2021 4 INV P	1,117.00 103020	251460	FAC/Service Call 10
010981 JOE'S QUALITY WINDOW	19220	0	2021 4 INV P	140.00 102320	251092	FAC/ Lower Outside
			ACCOUNT TOTAL	1,257.00		
10550121 442010 906			Other Building R&M Services			
012814 JIM'S INSTRUMENT MFG	101420	0	2021 4 INV P	527.00 102320	251091	FAC/Lexan Shields &
012814 JIM'S INSTRUMENT MFG	92820	0	2021 4 INV P	732.00 100920	250777	FAC/ Plexiglass & B
				1,259.00		
			ACCOUNT TOTAL	1,259.00		
10550121 442020			Structure R&M Services			
010823 SCHUMACHER ELEVATOR	90504582	0	2021 4 INV P	607.00 100920	19704	Elevator Maintenanc

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2020

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
			ACCOUNT TOTAL	607.00		
10550121 442030 010392 RMB CO INC	6382	0	Heating & Cooling R&M Services 2021 4 INV P	6,147.06 100920	19702	FAC/Replace RTU #2
			ACCOUNT TOTAL	6,147.06		
10550121 445330 013663 REPUBLIC SERVICES OF	0897-000907439	0	Other Waste Disposal 2021 4 INV P	80.00 102320	251132	FAC/September Recyc
			ACCOUNT TOTAL	80.00		
10550121 449160 010627 CINTAS CORPORATION	4063314307	0	Other Rentals 2021 4 INV P	191.87 101620	250877	FAC/ Cleaning Suppl
			ACCOUNT TOTAL	191.87		
10550121 452040 010290 LENOCH AND CILEK ACE	369120/3	0	Sanitation & Indust Supplies 2021 4 INV P	548.48 101620	250920	FAC/ Sanitation Sup
010627 CINTAS CORPORATION	4063314307	0	2021 4 INV P	224.93 101620	250877	FAC/ Cleaning Suppl
			ACCOUNT TOTAL	773.41		
10550121 452040 906 010290 LENOCH AND CILEK ACE	369208/3	0	Sanitation & Indust Supplies 2021 4 INV P	2,269.00 101620	250920	FAC/Sanitation Supp
			ACCOUNT TOTAL	2,269.00		
10550121 466070 011399 ELECTRIC EQUIPMENT S	8438	0	Other Maintenance Supplies 2021 4 INV P	109.50 101620	19756	FAC/ 50 Westinghous
012308 DIAMOND VOGEL PAINT	252141108	0	2021 4 INV P	70.96 100920	250753	FAC/ 2 Gallons Pain
012308 DIAMOND VOGEL PAINT	252141336	0	2021 4 INV P	63.66 102320	251054	FAC/ Paint & Suppli
				134.62		
			ACCOUNT TOTAL	244.12		
			ORG 10550121 TOTAL	32,825.92		
10550140 10550140 432060 010525 ENCOMPASS IOWA LLC	10639	0	Library Computer Systems Consultant Services 2021 4 INV P	987.00 102320	19814	IT/IT Essentials &
			ACCOUNT TOTAL	987.00		
10550140 438140 010475 GREENSTATE CREDIT U	1108200250	0	Internet Fees 2021 4 INV P	2,040.00 103020	251433	BPalmer/ Mastercard
011937 AUREON COMMUNICATION	0789007015.20.10	0	2021 4 INV P	300.00 101620	250864	Internet Services

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2020

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
014293 IMON COMMUNICATIONS	2262271	0	2021 4 INV P	420.34 103020		251441 IT/ July 16- Aug 15
014293 IMON COMMUNICATIONS	2302621	0	2021 4 INV P	486.28 101620		250905 IT/Phone & Internet
014293 IMON COMMUNICATIONS	2322621	0	2021 4 INV P	420.38 103020		251442 ITAD/ Oct 16- Nov 1
				1,327.00		
			ACCOUNT TOTAL	3,667.00		
10550140 444080			Software R&M Services			
010475 GREENSTATE CREDIT U	1008200250	0	2021 4 INV P	743.30 100920		250764 BPalmer/Mastercard
010475 GREENSTATE CREDIT U	1108200250	0	2021 4 INV P	335.96 103020		251433 BPalmer/ Mastercard
				1,079.26		
			ACCOUNT TOTAL	1,079.26		
10550140 444100			Hardware R&M Services			
010525 ENCOMPASS IOWA LLC	10679	0	2021 4 INV P	2,650.00 103020		20168 IT/ Server Hardware
				2,650.00		
			ACCOUNT TOTAL	2,650.00		
10550140 452010 906			Office Supplies			
010475 GREENSTATE CREDIT U	1008200250	0	2021 4 INV P	16.56 100920		250764 BPalmer/Mastercard
				16.56		
			ACCOUNT TOTAL	16.56		
10550140 455120			Misc Computer Hardware			
010475 GREENSTATE CREDIT U	1008200250	0	2021 4 INV P	722.33 100920		250764 BPalmer/Mastercard
010475 GREENSTATE CREDIT U	1108205531	0	2021 4 INV P	-1,221.00 103020		251432 EMiller/ Mastercard
				-498.67		
			ACCOUNT TOTAL	-498.67		
10550140 455120 906			Misc Computer Hardware			
010475 GREENSTATE CREDIT U	1008200250	0	2021 4 INV P	79.98 100920		250764 BPalmer/Mastercard
				79.98		
			ACCOUNT TOTAL	79.98		
			ORG 10550140 TOTAL	7,981.13		
10550150			Library Public Services			
10550150 421500			Unemployment Compensation			
010246 IOWA WORKFORCE DEVEL	09032020	0	2021 4 INV P	593.32 103020		20173 UNEMPLOYMENT EXPENS
				593.32		
			ACCOUNT TOTAL	593.32		
			ORG 10550150 TOTAL	593.32		
10550151			Lib Public Services - Adults			
10550151 445140			Outside Printing			
010050 TRU ART	110651011	0	2021 4 INV P	106.00 102320		251145 FAC/1500 Business C

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2020

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010373 PIP PRINTING	104839	0	2021 4	INV	P	79.12 103020	20183 AD/	2,000 ILL Forms
010373 PIP PRINTING	104840	0	2021 4	INV	P	33.88 103020	20183 AD/	1,000 ILL Book
						113.00		
						ACCOUNT TOTAL		219.00
10550151 445250								Inter-Library Loans
000119 BURLINGTON PUBLIC LI	192820	0	2021 4	INV	P	14.00 102320	251113 AD/	ILL Replacement
000119 PERRY PUBLIC LIBRARY	3225267	0	2021 4	INV	P	32.00 102320	251116 AD/	ILL Replacement
						46.00		
						ACCOUNT TOTAL		46.00
10550151 449280								Misc Services & Charges
014024 SWANK MOTION PICTURE	2913586	0	2021 4	INV	P	1,069.00 103020	251496 AD/	Copyright Compl
						ACCOUNT TOTAL		1,069.00
10550151 469320								Miscellaneous Supplies
010475 GREENSTATE CREDIT U	1108200227	0	2021 4	INV	P	133.95 103020	251430 JPaulios/	Mastercar
						ACCOUNT TOTAL		133.95
10550151 469360								Food and Beverages
010475 GREENSTATE CREDIT U	1108200227	0	2021 4	INV	P	4.99 103020	251430 JPaulios/	Mastercar
						ACCOUNT TOTAL		4.99
						ORG 10550151 TOTAL		1,472.94
10550152								Lib Public Services - Children
10550152 432080								Other Professional Services
010836 TREASURER STATE OF I	343230	0	2021 4	INV	P	80.00 103020	251498 CITY OF IOWA CITY U	
						ACCOUNT TOTAL		80.00
10550152 469320								Miscellaneous Supplies
010475 GREENSTATE CREDIT U	1108200235	0	2021 4	INV	P	290.57 103020	251431 APilkington/	Master
010475 GREENSTATE CREDIT U	1108205531	0	2021 4	INV	P	639.60 103020	251432 EMiller/	Mastercard
						930.17		
						ACCOUNT TOTAL		930.17
10550152 469320 906								Miscellaneous Supplies
010475 GREENSTATE CREDIT U	1108200292	0	2021 4	INV	P	167.29 103020	251429 AMangano/	Mastercard
						ACCOUNT TOTAL		167.29

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
			ORG 10550152 TOTAL			1,177.46
10550159			Lib Public Svcs-Comm Access			
10550159 435059			Advertising			
012233 IOWA CITY COMMUNITY	10062020	0	2021 4 INV P	100.00 101620	250908 CAS/	Advertising in
			ACCOUNT TOTAL			100.00
10550159 445140			Outside Printing			
010050 TRU ART	110185011	0	2021 4 INV P	5,801.43 100920	250824 CAS/	56,710 Window
010050 TRU ART	110651011	0	2021 4 INV P	53.00 102320	251145 FAC/1500	Business C
						5,854.43
			ACCOUNT TOTAL			5,854.43
10550159 469320			Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	1108205531	0	2021 4 INV P	428.50 103020	251432 EMiller/	Mastercard
			ACCOUNT TOTAL			428.50
			ORG 10550159 TOTAL			6,382.93
10550160			Library Collection Services			
10550160 435010			Data Processing			
011068 OVERDRIVE INC	MR0137020317635	0	2021 4 INV P	277.00 101620	250939 LIBRARY	MATERIALS
			ACCOUNT TOTAL			277.00
10550160 445140			Outside Printing			
010050 TRU ART	110293011SRP	0	2021 4 INV P	315.00 100920	250824 COL/	3,500 SRP Priz
			ACCOUNT TOTAL			315.00
10550160 445270			Library Material R&M Services			
010509 BAKER & TAYLOR INC C	200055092020V	0	2021 4 INV P	481.22 101620	250865 LIBRARY	MATERIALS
			ACCOUNT TOTAL			481.22
10550160 469110			Misc Processing Supplies			
010509 BAKER & TAYLOR INC C	H639835DM	0	2021 4 INV P	14.34 102320	251040 LIBRARY	MATERIALS
			ACCOUNT TOTAL			14.34
			ORG 10550160 TOTAL			1,087.56
10550210			Library Children's Materials			
10550210 477020			Books (Cat/Cir)			
010509 BAKER & TAYLOR INC C	2035488884	0	2021 4 INV P	30.28 101620	250865 LIBRARY	MATERIALS
010509 BAKER & TAYLOR INC C	2035529468	0	2021 4 INV P	5.98 103020	251402 LIBRARY	MATERIALS
						36.26

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010536 INGRAM LIBRARY SERVI	48766678	0	2021 4	INV	P	124.52 103020	251443	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	48851475	0	2021 4	INV	P	60.02 103020	251443	LIBRARY MATERIALS
						184.54		
			ACCOUNT TOTAL			220.80		
10550210 477070				Downloadable-eBooks				
011068 OVERDRIVE INC	01370CO20289956	0	2021 4	INV	P	442.77 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20306284	0	2021 4	INV	P	448.81 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20307553	0	2021 4	INV	P	110.96 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20310767	0	2021 4	INV	P	89.91 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20311041	0	2021 4	INV	P	439.13 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20311042	0	2021 4	INV	P	155.86 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20311043	0	2021 4	INV	P	170.75 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20333139	0	2021 4	INV	P	55.48 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20336217	0	2021 4	INV	P	532.23 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20346907	0	2021 4	INV	P	32.49 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20350079	0	2021 4	INV	P	121.88 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20350103	0	2021 4	INV	P	349.44 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CP20314697	0	2021 4	INV	P	61.59 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20295494	0	2021 4	INV	P	147.99 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20303778	0	2021 4	INV	P	70.00 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20311403	0	2021 4	INV	P	55.79 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20323890	0	2021 4	INV	P	180.60 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20339412	0	2021 4	INV	P	157.51 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20348628	0	2021 4	INV	P	17.50 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20353672	0	2021 4	INV	P	17.99 103020	251468	LIBRARY MATERIALS
						3,658.68		
			ACCOUNT TOTAL			3,658.68		
10550210 477160				Video Recordings				
010509 BAKER & TAYLOR INC C	2035488884	0	2021 4	INV	P	22.77 101620	250865	LIBRARY MATERIALS
010546 MIDWEST TAPE	99397136	0	2021 4	INV	P	11.24 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99427159	0	2021 4	INV	P	113.14 102320	251111	LIBRARY MATERIALS
010546 MIDWEST TAPE	99435740	0	2021 4	INV	P	18.74 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99472292	0	2021 4	INV	P	121.41 102320	251111	LIBRARY MATERIALS
						264.53		
			ACCOUNT TOTAL			287.30		
10550210 477200				Toys				
010536 INGRAM LIBRARY SERVI	48448623	0	2021 4	INV	P	13.74 101620	250907	LIBRARY MATERIALS
			ACCOUNT TOTAL			13.74		
10550210 477250				Downloadable Media				

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
011068 OVERDRIVE INC	01370CO20289953	0	2021 4	INV	P	184.48 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20307552	0	2021 4	INV	P	81.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20346908	0	2021 4	INV	P	134.89 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20350104	0	2021 4	INV	P	29.98 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20295494	0	2021 4	INV	P	134.99 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20311403	0	2021 4	INV	P	65.00 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20321474	0	2021 4	INV	P	65.00 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20323890	0	2021 4	INV	P	225.00 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20333745	0	2021 4	INV	P	34.50 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20348628	0	2021 4	INV	P	22.00 103020	251468	LIBRARY MATERIALS
						977.83		
015034 KANOPY INC	216422 - PPU	0	2021 4	INV	P	185.00 101620	250915	LIBRARY MATERIALS
						1,162.83		
						5,343.35		
10550220								Library Adult Materials
10550220 477020								Books (Cat/Cir)
010509 BAKER & TAYLOR INC C	2035478452	0	2021 4	INV	P	315.13 102320	251039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2035488884	0	2021 4	INV	P	352.78 101620	250865	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2035490248	0	2021 4	INV	P	428.20 101620	250865	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2035498549	0	2021 4	INV	P	379.85 102320	251039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2035528041	0	2021 4	INV	P	440.44 103020	251402	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2035529468	0	2021 4	INV	P	339.52 103020	251402	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5016453306	0	2021 4	INV	P	53.28 102320	251038	LIBRARY MATERIALS
						2,309.20		
010520 CENTER POINT PUBLISH	1794337	0	2021 4	INV	P	134.82 103020	251407	LIBRARY MATERIALS
010531 GALE GROUP	72460030	0	2021 4	INV	P	140.75 103020	251424	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	48260458	0	2021 4	INV	P	12.00 101620	250907	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	48448623	0	2021 4	INV	P	86.69 101620	250907	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	48528141	0	2021 4	INV	P	64.43 101620	250907	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	48693030	0	2021 4	INV	P	59.21 102320	251083	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	48766678	0	2021 4	INV	P	171.30 103020	251443	LIBRARY MATERIALS
						393.63		
011068 OVERDRIVE INC	01370DA20339414	0	2021 4	INV	P	95.00 102320	251120	LIBRARY MATERIALS
014503 GREENHAVEN PUBLISHIN	GRL503038I	0	2021 4	INV	P	183.00 101620	250894	LIBRARY MATERIALS
						3,256.40		
10550220 477040								Books (Cat/Reference)
010509 BAKER & TAYLOR INC C	5016453306	0	2021 4	INV	P	139.99 102320	251038	LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
015673 PETERSONS LLC	INV-2251172	0	2021 4	INV	P	54.80 103020	251473	LIBRARY MATERIALS
ACCOUNT TOTAL						194.79		
10550220 477070			Downloadable-eBooks					
011068 OVERDRIVE INC	01370CO20289952	0	2021 4	INV	P	67.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20289955	0	2021 4	INV	P	975.15 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20291183	0	2021 4	INV	P	804.33 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20294309	0	2021 4	INV	P	327.98 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20302049	0	2021 4	INV	P	264.93 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20302940	0	2021 4	INV	P	871.82 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20306290	0	2021 4	INV	P	1,381.88 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20310768	0	2021 4	INV	P	312.88 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20311025	0	2021 4	INV	P	210.48 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20321219	0	2021 4	INV	P	334.92 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20323209	0	2021 4	INV	P	1,173.50 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20323210	0	2021 4	INV	P	55.97 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20323211	0	2021 4	INV	P	394.98 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20334559	0	2021 4	INV	P	79.95 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20337578	0	2021 4	INV	P	2,128.44 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20337580	0	2021 4	INV	P	921.93 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20338867	0	2021 4	INV	P	14.99 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20346590	0	2021 4	INV	P	779.47 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20350081	0	2021 4	INV	P	1,140.13 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20350102	0	2021 4	INV	P	993.06 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20351636	0	2021 4	INV	P	484.45 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20351668	0	2021 4	INV	P	53.97 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20352525	0	2021 4	INV	P	144.00 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CP20314697	0	2021 4	INV	P	677.01 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20288777	0	2021 4	INV	P	29.95 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20288778	0	2021 4	INV	P	14.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20295494	0	2021 4	INV	P	594.45 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20295495	0	2021 4	INV	P	226.88 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20301620	0	2021 4	INV	P	65.00 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20303778	0	2021 4	INV	P	379.96 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20303779	0	2021 4	INV	P	124.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20303780	0	2021 4	INV	P	26.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20311403	0	2021 4	INV	P	540.35 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20312220	0	2021 4	INV	P	255.00 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20312221	0	2021 4	INV	P	16.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20323890	0	2021 4	INV	P	481.92 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20323891	0	2021 4	INV	P	165.00 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20339412	0	2021 4	INV	P	504.44 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20339413	0	2021 4	INV	P	55.00 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20339414	0	2021 4	INV	P	84.98 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20347304	0	2021 4	INV	P	55.99 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20348628	0	2021 4	INV	P	27.99 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20353672	0	2021 4	INV	P	444.94 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20353673	0	2021 4	INV	P	65.00 103020	251468	LIBRARY MATERIALS
18,755.02								

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL						18,755.02		
10550220 477100								Fiction Audio-CD
010518 BLACKSTONE AUDIOBOOK	1181692	0	2021	4	INV P	38.99 101620	19744	LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	1182983	0	2021	4	INV P	160.00 101620	19744	LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	1183107	0	2021	4	INV P	80.00 101620	19744	LIBRARY MATERIALS
						278.99		
010551 RECORDED BOOKS LLC	76701948	0	2021	4	INV P	58.20 101620	19773	LIBRARY MATERIALS
ACCOUNT TOTAL						337.19		
10550220 477110								Music-CD
010509 BAKER & TAYLOR INC C	H51083950	0	2021	4	INV P	10.28 101620	250866	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	H51283730	0	2021	4	INV P	23.50 102320	251040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	H51290580	0	2021	4	INV P	9.54 102320	251040	LIBRARY MATERIALS
						43.32		
010546 MIDWEST TAPE	99383479	0	2021	4	INV P	22.78 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99414912	0	2021	4	INV P	24.58 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99440247	0	2021	4	INV P	11.24 102320	251111	LIBRARY MATERIALS
010546 MIDWEST TAPE	99460501	0	2021	4	INV P	20.98 102320	251111	LIBRARY MATERIALS
						79.58		
ACCOUNT TOTAL						122.90		
10550220 477160								Video Recordings
010509 BAKER & TAYLOR INC C	H50683250	0	2021	4	INV P	21.71 101620	250866	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	H50968490	0	2021	4	INV P	10.85 101620	250866	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	H50993220	0	2021	4	INV P	21.71 102320	251040	LIBRARY MATERIALS
						54.27		
010546 MIDWEST TAPE	99397136	0	2021	4	INV P	272.84 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99397137	0	2021	4	INV P	18.74 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99427159	0	2021	4	INV P	341.81 102320	251111	LIBRARY MATERIALS
010546 MIDWEST TAPE	99435740	0	2021	4	INV P	26.24 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99472292	0	2021	4	INV P	378.56 102320	251111	LIBRARY MATERIALS
						1,038.19		
ACCOUNT TOTAL						1,092.46		
10550220 477210								Non-Fiction Video-DVD
010546 MIDWEST TAPE	99397136	0	2021	4	INV P	110.17 101620	250932	LIBRARY MATERIALS
010546 MIDWEST TAPE	99427159	0	2021	4	INV P	278.10 102320	251111	LIBRARY MATERIALS
010546 MIDWEST TAPE	99472292	0	2021	4	INV P	67.46 102320	251111	LIBRARY MATERIALS
						455.73		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL						455.73		
10550220 477220								
010536 INGRAM LIBRARY SERVI	48448623	0	2021	4	INV P	94.98 101620	250907	LIBRARY MATERIALS
ACCOUNT TOTAL						94.98		
10550220 477230								
010518 BLACKSTONE AUDIOBOOK	1183107	0	2021	4	INV P	80.00 101620	19744	LIBRARY MATERIALS
010546 MIDWEST TAPE	99414914	0	2021	4	INV P	29.99 101620	250932	LIBRARY MATERIALS
ACCOUNT TOTAL						109.99		
10550220 477250								
Downloadable Media								
011068 OVERDRIVE INC	01370CO20289954	0	2021	4	INV P	309.95 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20291182	0	2021	4	INV P	413.40 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20294308	0	2021	4	INV P	378.90 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20302100	0	2021	4	INV P	440.26 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20302491	0	2021	4	INV P	433.94 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20311024	0	2021	4	INV P	95.00 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20321218	0	2021	4	INV P	344.27 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20323207	0	2021	4	INV P	1,443.29 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20323208	0	2021	4	INV P	323.60 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20337579	0	2021	4	INV P	2,272.79 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20337581	0	2021	4	INV P	1,266.88 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20338859	0	2021	4	INV P	279.99 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20346591	0	2021	4	INV P	382.89 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20350101	0	2021	4	INV P	389.07 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20351638	0	2021	4	INV P	453.65 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO20351647	0	2021	4	INV P	530.44 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20293061	0	2021	4	INV P	95.00 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20295494	0	2021	4	INV P	674.93 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20298329	0	2021	4	INV P	45.00 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20299600	0	2021	4	INV P	85.50 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20301620	0	2021	4	INV P	65.00 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20303778	0	2021	4	INV P	305.96 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20303779	0	2021	4	INV P	115.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20311403	0	2021	4	INV P	495.99 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20312220	0	2021	4	INV P	172.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20312221	0	2021	4	INV P	54.99 100920	250797	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20323890	0	2021	4	INV P	449.94 101620	250939	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20339412	0	2021	4	INV P	263.93 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20339413	0	2021	4	INV P	95.00 102320	251120	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20348628	0	2021	4	INV P	67.48 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20350416	0	2021	4	INV P	47.95 103020	251468	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA20353672	0	2021	4	INV P	226.46 103020	251468	LIBRARY MATERIALS
13,020.43								
015034 KANOPY INC	216422 - PPU	0	2021	4	INV P	3,003.00 101620	250915	LIBRARY MATERIALS

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2020

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
			ACCOUNT TOTAL			16,023.43
10550220 477350			Online Reference			
010437 STATE OF IOWA	20-237205	0	2021 4 INV P	4,096.72 100920		250819 DATABASE PACKAGE SU
			ACCOUNT TOTAL			4,096.72
			ORG 10550220 TOTAL			44,539.61
=====			FUND 1000 General	TOTAL:		105,721.47
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Wesley Beary, President

Derek Johnk, Secretary