

Iowa City Public Library Board of Trustees Meeting Agenda

January 23, 2025
2nd Floor – Boardroom
Regular Meeting - 5:00 PM

Tom Rocklin - President	Bonnie Boothroy	Robin Paetzold
DJ Johnk – Vice President	Joseph Massa	John Raeburn
Hannah Shultz-Secretary	Claire Matthews	Dan Stevenson

1. Call Meeting to Order.

2. Approval of January 23, 2025 Board Meeting Agenda.

3. Public Discussion.

4. Items to be Discussed.

- A. Six Month Strategic Plan Update.
Comment: This is a regularly scheduled agenda item. Board action not required.
- B. Review 2nd Quarter Financials and Statistics.
Comment: This is a regularly scheduled agenda item. Board action not required.

5. Staff Reports.

- A. Director's Report.
- B. Departmental Reports: Adult Services, Community & Access Services.
- C. Development Report.

6. President's Report.

7. Announcements from Members.

8. Committee Reports.

- A. Advocacy Committee.
- B. Finance Committee.
- C. Foundation Members.

9. Communications.

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

A. News Articles.

10. Consent Agenda.

- A. Approve Minutes of Library Board of Trustees December 19, 2024 Regular Meeting.
- B. Approve Disbursements for December, 2024.

11. Set Agenda Order for February Meeting.

12. Adjournment.

Iowa City Public Library- Board of Trustee Meetings

Agenda Items and Order Schedule

January 23, 2025	February 27, 2025	March 27, 2025
6 Month Strategic Plan Update Review 2 nd Quarter Financials & Statistics Dept Reports: AS, CAS	Director Evaluation Appoint Nominating Committee Set Calendar for Next Fiscal Year Dept Reports: CH, CLS, IT	6 Month Strategic Plan Update Review 2nd Quarter Financials & Statistics Policy Review: 809 Library Use Policy (AS) Dept Reports: AS, CAS
April 24, 2025	May 22, 2025	June 26, 2025
President Appoints to Foundation Board Election of Officers Board Recognition Discussion Policy Review: 801 Circulation and Library Card Policy (CAS) Review 3rd Quarter Financials & Statistics Dept Reports: CH, CLS, IT	Policy Review: 806 Meeting Room and Lobby Use (CAS) Dept Reports: AS, CAS	ICPL Trustees Corporate Meeting as Friends Foundation Adopt NOBU Budget Dept Reports: CH, CLS, IT
July 24, 2025	August 28, 2025	September 25, 2025
Strategic Planning Update Library Board of Trustees Annual Report MOA-ICPLFF/ICPL Departmental Reports: AS, CAS	4th Quarter Annual Financials & Statistics Policy Review: 101 Bylaws (Board of Trustees) Departmental Reports: CH, CLS, IT	Budget Discussion Policy Review: 401 Finance (Admin) Departmental Reports: AS, CAS

Iowa City Public Library Strategic Plan (FY24-FY26): 18 Month Report January, 2025

We are one and a half years into a three-year strategic plan. As usual, our progress represents a balance of continuing several long-term initiatives and meeting new community needs. At this point, some strategies have robust updates while others will be addressed over the next eighteen months.

For this report, I am including the full strategic plan, in table form. New updates are highlighted with shading. New additions to updates made in the last report (July 2024) are highlighted in bold.

Example:

Continue to identify and reduce barriers to program participation	Children’s and Adult Services staff met with The Village Community (a nonprofit offering support to individuals with disabilities) staff to discuss ways their day program members could have more active participation in ICPL programming.
Maintain a collection that represents diverse experiences, opinions, and beliefs	The Development Department and Collections Services are working to establish an ongoing partnership with the International Writers Workshop at the University of Iowa to collect works by workshop participants in the language(s) they write in. Library staff met with UIOWA staff from the workshop as well as the University of Iowa Libraries to discuss our needs and what the process could look like.
	Collection Services staff worked with a University of Iowa student to analyze eBook and audiobook use data from our digital provider to identify trends and gaps in our collection. Collections staff reviewed circulation data to determine what works well: what our patrons expect to find and how the budget was spent, including experimenting with different purchasing models.
Evaluate the functionality, condition, and usability of public and staff spaces	Worked with the CMO to identify opportunities to increase accessibility of the building by applying new ADA guidelines.
	Updated the Board Room and Meeting Room E (funded through the CIP budget) to modernize technology and increase functionality
Initiate Service Continuity	

Content from previous updates is in non-shaded cells with no bolding.

When previous content is updated with new information, the cell is shaded and the new information is in bold.

New content is in shaded cells.

Goal: Access		
<i>We provide equitable opportunities for all people to connect with the resources and services they need and want.</i>		
Objectives	Strategies	Progress Report
Connect people with resources offered by the library and with other essential services within the community	Prioritize historically underserved people, communities, and neighborhoods when developing new services	With support from the library staff, the ICPL English Conversation Group resumed its weekly meetups in September 2023 after temporarily halting physical meetings during the pandemic.
		Leveraging a new programming partnership with the Iowa City Foreign Relations Council, the library enhanced our offerings with events featuring locally important topics. These include citizenship assistance for immigrants in West Liberty and providing a platform for the personal experiences and contributions of local Latinas.
		An “All Abilities Club” was created to provide an inclusive, enjoyable experience for people of all ages and abilities, including those who are neurodivergent or have intellectual or developmental disabilities. The club offers a relaxed, welcoming environment with smaller crowds, dimmer lighting, and a casual atmosphere. This program is offered twice a month.
		The library is currently assessing the feasibility of expanding library services in the areas surrounding the South of Sixth Market. Our specific focus is on improving Bookmobile access and exploring the potential for new book return options.
		Library staff established new, regular outreach programming at the CommUnity Food Pantry at Pepperwood Plaza. Programs include distribution of donated books, passive crafts, information about library services, card registrations and renewal, reference services, and support for library apps and digital offerings. Staff/patron interactions at these programs increased by 77% between FY24 and FY25.

<p>Collaborate with local organizations to invite more people to the library and bring library services to their locations</p>	<p>The library served as a satellite early voting location for the June 4 Primary Election and the November 7 City and School elections.</p>
	<p>Library staff joined the Johnson County Local Homeless Coordinating Board.</p>
	<p>Library staff joined the Community Innovation Council and is Co-Chairing X Marks the Arts.</p>
	<p>Library staff presented to students in the University of Iowa course “Governance and Human Rights” on ways libraries can advance equity and access.</p>
	<p>Library staff participated in the official visits of the Mexican Consulate to Iowa City, and engaged with members of the Mexican Diplomatic Corps and Latinx leaders in the Iowa City area.</p>
	<p>The library participated in the Iowa City Downtown District’s 2024 Block Party with an all-ages gaming program and a cooling space in the lobby.</p>
	<p>Multiple library staff members presented at civic and community group meeting to share information about library programs, materials, services, legislation impacting public libraries, and intellectual freedom.</p>
	<p>The library continues to support Kirkwood Community College’s English as a Second Language classes and faculty despite the loss of the Iowa City campus. This fiscal year, this partnership includes class visits for library card sign up and library tours and a series of “About Your Library” videos in English, Spanish, French, and Chinese for The Library Channel.</p>

Ensure that diversity, equity, and inclusion are central to all library services		Library staff is actively working on a process to provide on-demand tours of the main library, catering to both individuals and organizations.
		In a collaborative effort, library staff successfully fulfilled the requirements for the technology training PLA Digital Literacy Workshop Incentive. Supported by AT&T, this grant enables us to conduct basic computer skills classes in-house and at Melrose Meadows, with potential future expansion. In FY24, instruction in Spanish was offered at Neighborhood Centers and Emprendimiento Latino.
	Promote City offerings and incorporate the City's strategic initiatives in library service design	The library is promoting the City Recycling and Landfill book recycling program at the Landfill by inviting the public to donate books for self-sorting, diverting usable books and other media from recycling for sale to Thriftbooks for continued use with profits benefitting the ICPL Friends Foundation.
	Continue to identify and reduce barriers to program participation	Library staff met with The Village Community (a nonprofit offering support to individuals with disabilities) staff to discuss ways their day program members could have more active participation in ICPL programming.
		Library staff digitized the public display form and ICPL volunteer application, making applying for community display space and volunteer placement more accessible and streamlining workflow for library staff.
		Library staff identified a need for ASL interpretation at all-ages programming and amplified the availability of this service. ASL interpreters were requested and offered at numerous programs, which allowed all attendees to fully participate.
Maintain a collection that represents diverse	Library staff established an ongoing partnership with the International Writers Workshop at the University of Iowa to collect works by workshop	

	<p>experiences, opinions, and beliefs</p>	<p>participants in the language(s) they write in. Library staff met with UIOWA staff from the workshop as well as the University of Iowa Libraries to discuss our needs and what the process could look like, determining that they would ask authors to donate their books. This fall, we added sixteen titles to our collection, mostly in Arabic and Chinese, two languages that are difficult to obtain from US vendors.</p> <p>Project planning for the World Languages collection commenced in Fall of 2024. Selection librarians reviewed community data and selected seven languages to collect: Arabic, Chinese, French, Korean, Spanish, Swahili, and Vietnamese. We wrote a plan for the collection’s development, determined cataloging standards, and shifted items in the children’s room and first floor spaces to ensure this collection is in a more visible and accessible place.</p> <p>Library staff worked with a University of Iowa student to analyze eBook and audiobook use data from our digital provider to identify trends and gaps in our collection. This data was reviewed to determine what works well: what our patrons expect to find and how the budget was spent, including experimenting with different purchasing models. Repurchasing policies and workflows were updated based on balancing materials budget and public use of materials with expiring digital licenses.</p>
<p>Maintain welcoming, accessible, and sustainable spaces and services</p>	<p>Evaluate the functionality, condition, and usability of public and staff spaces</p>	<p>Library staff worked with the CMO to identify opportunities to increase accessibility of the building by applying new ADA guidelines.</p> <p>The Board Room and Meeting Room E were updated (funded through the CIP budget) to modernize technology and increase functionality.</p> <p>Upholstery on over 120 second-floor chairs was replaced.</p> <p>The Board Book shelving unit in the Ellen Buchanan Children’s Room was updated and placed in a new location in the room. The old unit was at</p>

		end-of-life and the design was no longer compatible with our service model.
	Initiate Service Continuity Planning to ensure the library can deliver essential services during disruptions	

Goal: Communication			
<i>We effectively share information and seek feedback from our community.</i>			
Objectives	Strategies	Progress Report	
Tell the library's story in accessible and diverse ways	Create and implement an external communications plan		
	Increase resources allocated to communications	The library expanded its reach on social media by adding a Development Department presence on Facebook, Instagram, and LinkedIn.	
		An e-newsletter promoting ICPLFF events, funding and volunteer opportunities, with six issues a year, was established.	
	Plan regular updates about library services for local elected officials		The library's Goals, Objectives, and Measurements in the City of Iowa City Budget Book were updated to better reflect the current City of Iowa City Strategic Plan and the ICPL Strategic Plan. The Budget Book is a public document that is referenced by City staff and City Council during budget discussions throughout the year.
			Library staff and a trustee presented a library update to the Johnson County Board of Supervisors in March, 2024.
			A National Library Week proclamation was prepared by library staff and presented by Mayor Bruce Teague at a City Council meeting.
		The library invited elected officials to all fundraising and advocacy events.	

Engage both library users and non-users in conversation about what they need and want from the library	Provide opportunities for feedback outside of traditional library spaces	A flexible tool for feedback (icpl.org/participate) was created and implemented, which can be accessed through the URL or via a QR code. The destination survey can be changed as needed. Ideally, the data collected will provide information about how the community is accessing information related to ICPL.
	Increase channels for library patron feedback in the library	New opportunities for Book End customer feedback was created via surveys at POS.
Connect library staff with the information they need	Create and implement an internal communications plan	The Communications Committee introduced a draft internal communications plan to the staff at the library’s annual Inservice Day in December, 2023. The plan covered communication expectations and responsibilities, outlined our tools and their purposes, and described the future of document storage. Staff will review the plan in early 2024 and provide feedback for revisions. In the second half of FY24, Committee staff worked with individual departments, workgroups, and teams to move over collaborative work, communication, and document storage into the Microsoft Teams. A new intranet, which houses frequently referenced documents, was developed and introduced to staff in the fall of 2024.
	Design a training program around current and emerging communication tools	The Communications Committee conducted training on Microsoft 365 tools, including Teams, OneDrive, and SharePoint to ensure staff know how to use the tools to fit their work and communication needs.

Goal: Education		
<i>We champion lifelong learning.</i>		
Objectives	Strategies	Progress Report

Provide services that meet current and emerging community needs	Balance core technology access and education with training on new technologies and tools	We are working on a capital improvement project to update collaboration and presentation technology in Meeting Room E, which will be available for patron and staff use by the end of the fiscal year.
		The library hosted an event related to the use of AI and global democracies and offered a class on understanding and using mobile payment apps.
		Development Department staff completed training related to QuickBooks Online, Constant Contact, and Donor Perfect programs.
Seek public input on current programming		Library staff have begun collecting examples of program proposal forms from other public libraries as a step to developing our own process for patron input on programs.
		Library staff collected patron feedback (via program surveys) during Summer Reading Program events.
Highlight programs and practices that help the environment and support sustainability		Multiple staff members have participated in training related to sustainable practices with Climate Action (including City Climate Ambassador training) and are able to share information about these programs with colleagues and patrons.
		The Book Bike was featured in 2024 outreach and amplified both library services and initiatives of the Climate Action and Outreach department.
		The ICPL Seed Swap took place for three months as a passive display within the library. Community and Access Services is working to establish a long-term seed library for community access.
		Grow Johnson County partnered with the Library in July on a Downtown display about their resources and services.

Create opportunities for the community to learn about issues affecting the library	Create meaningful, accessible connections between library services and the library's values	The <i>Winter Window</i> included an article about eBook and audiobook pricing restrictions, which was reposted on the blog and shared on social media.
		This year's Intellectual Freedom Festival had two public sessions about the impact of Iowa SF496 and a "state of the union" panel regarding current book bans and challenges in Iowa.
Identify opportunities for people to advocate for the library		The 2023 Intellectual Freedom Festival included two public sessions focused on state legislation related to materials access and censorship.
		Mayor Bruce Teague was interviewed and featured in the 2023 Fall <i>Window</i> publication about the intersections of library access and civic action.
		The City of Iowa City approved and read the first Freedom to Read Month proclamation in Iowa's history. It encouraged wide and prolific use of Iowa City Public Library services.
		SupportICPL.org was launched, promoting opportunities for advocacy for Library supporters.
		ICPL participated in the 2023 and 2024 Public Libraries of Johnson County Legislative Reception, which featured a presentation by Sam Helmick about current challenges libraries are facing and the ways services are evolving to meet changing community needs.

Goal: Staff Wellness

We recognize that staff are our greatest resource, and celebrate that each employee has distinct skills, needs, and aspirations.

Objectives	Strategies	Progress Report
<p>Ensure policies, workflows, and staff spaces are up-to-date, inclusive, sustainable, and make the most of our team's skills and abilities</p>	<p>Support a culture of balance to prevent staff burnout</p>	<p>The ILS Committee is identifying transactional processes that could be automated, which will allow staff to focus on other tasks.</p>
		<p>We are working to adopt and utilize new tools to streamline current repetitive workflows and processes. The Collection Services staff is currently evaluating BTCat, new cataloging software, to assess its potential to enhance the cataloging process and streamline workflow through automation.</p>
		<p>A bulk holdings update through OCLC was completed to ensure our data in WorldCat is up to date. Inaccurate holdings in OCLC had implications for patrons that use WorldCat to locate materials in our collection as well as reduce time and energy of interlibrary loan staff in denying requests for items we no longer owned.</p>
		<p>A 3rd party platform was implemented to overlay direct links to the library catalog and calendar for social media posted scheduled for Instagram to more efficiently and effectively connect messaging to library resources.</p>
		<p>All bibliographic records in our database were processed to conform to current cataloging standards (Resource Description & Access cataloging language), to include Linked Data elements, and to update author, series, and subject information to make record information more consistent and our terminology up-to-date and more inclusive. We expanded the terms we use for subjects and genres, using vocabulary from Homosaurus, an LGBTQ+ cataloging thesaurus and Backstage's Indigenous Peoples headings.</p>
	<p>Continue to explore how social work professionals could impact library services and culture</p>	

Support staff growth by investing in professional development and ongoing education opportunities	Evaluate current library organizational structure	2023 Leadership Retreat began an initial conversation about organizational structure.
	Enhance support for staff to use sustainable transportation for work-related travel	
	Offer a variety of skill-building opportunities for staff, both internally and externally	Five staff members attended the Public Library Association Conference in Columbus, OH. Sam Helmick presented a session on Intellectual Freedom, which will be gamified by LibraryFutures as a training module.
		A library staff member attended the American Library Association conference in San Diego, CA.
		Eight staff members attended the Iowa Library Association Conference in Dubuque. Five staff members presented sessions during the event.
		FY25 Inservice Day included the session "Trauma-Sensitive Services: Enhancing Safety for Library Patrons and Staff"
A library staff member attended the 2024 Public Library Fundraising Conference in Washington DC.		
Develop mentorship and customized learning paths for staff interested in specific areas of knowledge, such as library finance management, programming, project management, and more	Development Office staff received training on processes related to planned gifts, managing fundraising data, and general development best practices.	
Design and implement training on library values, first amendment rights, and patron privacy for staff, trustees, and Friends Foundation board members	Explanations of FY23 and FY24 legislative session activity was included in PCPLFF communications to support ICPLFF Board members in understanding legislative changes could impact library operations and funding.	

Library Expenditures Q2, FY25 Update

Prepared for the January 23, 2025
Meeting of the Library Board of Trustees
Elsworth Carman, Library Director

The Q2 expenditure report is as expected for this point in the year. While some lines are trending higher or lower than average, the overall balance is appropriate.

For this update I will briefly describe the spending associated with budget lines that are either over 75% spent or under 25% spent and have a line value (revised budget or expenditures) of \$5,000 or more (some lines are spent above or below those benchmarks but represent limited smaller allocations of funds). The Library Materials lines are excluded from this list, since that budget is intentionally allocated in a single budget category and spent through 16 distinct lines.

As asterisk (*) Indicates that a % used value and/or note is largely unchanged from the FY25 Quarter 1 Update (available at https://www.icpl.org/sites/default/files/board_packets/LBOT%20packet%2010.24.2024.pdf).

A shaded row indicates that the % used value and note are similar to those in the FY24 Quarter 2 Update (available at https://www.icpl.org/sites/default/files/board_packets/LBOT%20Packet%201.25.2024.pdf).

Type	Revised Budget	YTD Expenditures	Available Budget	% Used	Notes
Services					
432060: Consultant Services	\$23,500	\$0	\$23,500	0*	The majority of this line is allocated for cybersecurity consultation and will be spent later in the year.*
435010: Data Processing	\$21,100	\$23,520	(\$2,420)	111%*	The largest expenditure from this line is made annually at the beginning of the fiscal year.*
436050: Registration	\$5,000	\$4,388	\$612	88%	This line covers registration costs for conferences and continuing education

					opportunities for library staff, with a significant portion allocated to the annual ALA conference. We have resources available in the NOBU budget for registration costs later in the year.
438070: Heating Fuel/Gas	\$33,000	\$8,009	\$24,991	24%	Mild weather in the fall and early winter contributed to low expenditures from this line. The recent changes in weather will result in more aggressive use of heating fuel and gas.*
444080: Software R&M Services	\$145,400	\$117,767	\$27,633	81%*	The bulk of this line is allocated for the ILS, which is billed annually at the start of the fiscal year.*
444100: Hardware R&M Services	\$15,000	\$690	\$14,310	5%*	Software costs continue to rise while hardware costs go down as services change. These lines are balanced against each other.*
445250: Inter- Library Loans	\$5,900	\$5,656	\$244	96%*	The annual payment (for out-of-state ILL via OCLC subscription) is made early in the fiscal year.*
446380: Vehicle R&M Chargeback	\$4,100	\$5,512	(\$1,412)	134%	The Bookmobile required a replacement battery pack.
Supplies					

455120: Miscellaneous Computer Hardware	\$24,000	\$3,589	\$20,400	15%	The bulk of this line will cover strategic staff technology replacement, which will be done later in the fiscal year.*
469190: Minor Equipment	\$700	\$10,189	(\$9,489)	1,456%	An ice machine for the staff lounge was purchased. This line will be balanced with other facilities/equipment lines by the end of the fiscal year.

Library Expenditures: July 1, 2024 to December 31, 2024
Operating Budget: Accounts 10550110 to 10550220

Type	Revised Budget	YTD Expenditures	Available Budget	% Used
Library Materials	732,000	360,747.91	371,252	49%
477020 Books (Cat/Cir)	725,000	94,163.90	630,836	
477030 Books (Outreach)	0	416.12	-416	
477070 eBooks	0	56,070.66	-56,071	
477100 Audio (Compact Disc)	0	410.70	-411	
477110 Audio (Digital)	0	60,128.55	-60,129	
477120 Audio (Read-Along)	0	6,401.19	-6,401	
477160 Video (DVD)	0	14,176.75	-14,177	
477190 Circulating Equipment	0	168.87	-169	
477200 Toys/Kits	0	667.45	-667	
477220 Video Games	0	3,842.19	-3,842	
477250 Streaming Media/PPU	0	33,830.24	-33,830	
477290 Microfilm	0	5,523.00	-5,523	
477320 Serials (Digital)	0	11,165.00	-11,165	
477330 Serial (Print)	0	13,637.46	-13,637	
477350 Online Reference	0	60,145.83	-60,146	
477380 Library-RFI Tags	7,000	0.00	7,000	
Other Financing Uses	62,400	31,200.00	31,200	50%
490160 Misc Transfers Out	62,400	31,200.00	31,200	
Personnel	5,728,500	2,685,600.36	3,042,900	47%
411000 Perm Full Time	2,973,300	1,427,419.82	1,545,880	
412000 Perm Part Time	462,300	197,061.68	265,238	
413000 Temporary Employees	650,500	295,640.62	354,859	
414100 Overtime Wages	69,500	38,232.79	31,267	
414300 Term-Vacation Pay	0	1,880.55	-1,881	
414500 Longevity Pay	18,900	20,402.50	-1,503	
421100 Health Insurance	804,400	360,433.69	443,966	
421200 Dental Insurance	15,800	7,397.22	8,403	
421300 Life Insurance	6,700	3,405.07	3,295	
421400 Disability Insurance	11,000	5,317.57	5,682	
421500 Unemployment Compensation	3,000	0.00	3,000	
422100 FICA	318,800	146,903.78	171,896	
423100 IPERS	394,300	181,505.07	212,795	
Services	751,800	404,972.96	346,827	54%
432030 Financial Services & Charges	1,300	1,663.88	-364	128%
432060 Consultant Services	23,500	0.00	23,500	0%
432080 Other Professional Services	15,800	11,278.35	4,522	71%
435010 Data Processing	21,100	23,520.07	-2,420	111%
435055 Mail & Delivery	48,000	23,253.55	24,746	48%
435059 Advertising	6,200	3,552.79	2,647	57%
436030 Transportation	5,000	2,370.98	2,629	47%
436050 Registration	5,000	4,387.91	612	88%
436060 Lodging	5,000	3,733.26	1,267	75%
436080 Meals	1,000	482.97	517	48%
438030 Electricity	125,000	55,512.30	69,488	44%
438050 Landfill Use	0	43.75	-44	4375%
438070 Heating Fuel/Gas	33,000	8,008.75	24,991	24%
438100 Refuse Collection Charges	200	0.00	200	0%
438130 Cell Phone/Data Services	3,500	866.43	2,634	25%
438140 Internet Fees	10,000	3,476.99	6,523	35%
442010 Other Building R&M Services	68,000	37,185.07	30,815	55%
442020 Structure R&M Services	7,800	3,215.63	4,584	41%
442030 Heating & Cooling R&M Services	36,000	22,551.26	13,449	63%
442050 Furnishing R&M Services	4,000	1,700.00	2,300	43%
442060 Electrical & Plumbing R&M Srvc	2,700	1,285.41	1,415	48%
443020 Office Equipment R&M Services	2,100	816.82	1,283	39%
443050 Radio Equipment R&M Services	600	571.54	28	95%
444080 Software R&M Services	145,400	117,767.17	27,633	81%
444100 Hardware R&M Services	15,000	690.00	14,310	5%
445030 Nursery Srvc-Lawn & Plant Care	900	390.00	510	43%

445140	Outside Printing	42,500	12,133.66	30,366	29%
445250	Inter-Library Loans	5,900	5,656.12	244	96%
445270	Library Material R&M Services	22,000	9,948.70	12,051	45%
445330	Other Waste Disposal	2,600	984.03	1,616	38%
446190	ITS-Software SAAS Chgbk	4,300	0.00	4,300	0%
446300	Phone Equipment/Line Chgbk	24,700	12,215.20	12,485	49%
446350	City Vehicle Replacement Chgbk	22,800	8,920.13	13,880	39%
446360	City Vehicle Rental Chargeback	5,100	2,717.81	2,382	53%
446370	Fuel Chargeback	3,600	1,001.45	2,599	28%
446380	Vehicle R&M Chargeback	4,100	5,511.53	-1,412	134%
448030	Community Events Funding	1,000	150.00	850	15%
449055	Permitting Fees	600	0.00	600	0%
449060	Dues & Memberships	12,500	8,798.19	3,702	70%
449090	Land & Building Rental	500	0.00	500	0%
449120	Equipment Rental	2,700	1,339.62	1,360	50%
449160	Other Rentals	5,500	2,679.00	2,821	49%
449260	Parking	1,300	238.00	1,062	18%
449280	Misc Services & Charges	4,000	4,354.64	-355	109%
Supplies		109,400	49,448.77	59,951	45%
452010	Office Supplies	9,400	3,204.31	6,196	34%
452040	Sanitation & Indust Supplies	27,500	11,843.71	15,656	43%
454020	Subscriptions	600	1,092.00	-492	182%
455110	Software	2,000	32.00	1,968	2%
455120	Misc Computer Hardware	24,000	3,588.69	20,411	15%
463040	Water/Sewer Chemicals	2,000	0.00	2,000	0%
463100	Ice Control Chemicals	300	0.00	300	0%
465020	Gasoline	0	106.05	-106	10605%
466070	Other Maintenance Supplies	4,500	1,587.19	2,913	35%
469110	Misc Processing Supplies	18,000	7,477.28	10,523	42%
469190	Minor Equipment	700	10,189.23	-9,489	1456%
469210	First Aid/Safety Supplies	400	171.06	229	43%
469320	Miscellaneous Supplies	14,700	6,248.20	8,452	43%
469360	Food and Beverages	5,300	3,746.39	1,554	71%
469370	Paper Products	0	162.66	-163	16266%
Grand Total		7,384,100	3,531,970.00	3,852,130	48%

Library Revenues: July 1, 2024 to December 31, 2024
 Operating Budget: Accounts 10550110 to 10550220

Type	Revised Budget	YTD Revenues	Remaining Revenue Budget	% Used
Intergovernmental	-646,600	-383,671.93	-262,928	59%
334160 C&I Prop Tax Rollback Reimb	-10,400	-5,200.84	-5,199	
336110 Johnson County	-536,300	-326,167.31	-210,133	
336140 University Heights	-62,900	-31,448.78	-31,451	
336190 Other Local Governments	-37,000	-20,855.00	-16,145	
Miscellaneous Revenues	-25,751	-16,135.48	-9,616	63%
361310 Library Fines	-1,000	-258.70	-741	
369100 Reimb of Expenses	-17,600	-9,226.23	-8,374	
369200 Reimbursement of Damages	-7,000	-6,439.35	-561	
369300 Cashier Overages	-1	-1.72	1	
369900 Miscellaneous Other Income	-150	-209.48	59	
Other Financing Sources	-500	-12.67	-487	3%
392300 Sale of Equipment	-500	-12.67	-487	
Use of Money & Property	-25,300	-14,705.28	-10,595	58%
382200 Building/Room Rental	-24,000	-14,000.00	-10,000	
384200 Vending Machine Commission	-1,300	-696.68	-603	
384900 Other Commissions	0	-8.60	9	
Grand Total	-698,151	-414,525.36	-283,626	59%

Appendix: Chart of Accounts

Budget Request Stages	Comments
Division	This is the City of Iowa City departmental budget request line. On library reports it shows what library staff requested; this is the initial budget request.
Finance	After the division request has been made, Finance reviews and makes changes to the request and delivers to City Council. This is the 2nd step in the budget request.
Adopted	This is the 3rd step in the budget request process and shows what City Council approved and what City departments may spend from.
Revised Budget	The final budget that was approved by City Council with any revisions.
Actual	The amount that was spent from any given budget line.

Organization Codes	Type	Comments
Operating Budget		
10550110	Administrative Department	This department coordinator is Jen Royer.
10550121	Facilities Services Department: Public	This department coordinator is Brad Gehrke.
10550122	Facilities Services Department: Commerce	This department coordinator is Brad Gehrke.
10550130	Development Department	This department coordinator is Katie Roche.
10550140	IT Department	This department coordinator is Brent Palmer.
10550150	Library Public Service	Wages for staff who work in Adult, Children, and Community & Access Services are paid from this org. Jason Paulios, Angie Pilkington, and Sam Helmick are the department coordinators.
10550151	Adult Services Department	This department coordinator is Jason Paulios.
10550152	Children's Services Department	This department coordinator is Angie Pilkington.
10550159	Community & Access Services Department	This department coordinator is Sam Helmick.
10550160	Collection Services Department	This department coordinator is Anne Mangano.
10550210	Children's Library Materials	This department coordinator is Anne Mangano.
10550220	Adult Library Materials	This department coordinator is Anne Mangano.
Non-Operating Budget (NOBU)		
10550310	Library Board Administration	Board controlled funds.
10550320	Library Board Enterprise	Board controlled funds.
10550330	Library Damage and Losses	Board controlled funds.
10550340	Reciprocal Borrowing/Open Access	Board controlled funds.
10550350	Enrich Iowa	Board controlled funds.
10550360	Miscellaneous Grants	Board controlled funds.
10550410	Reimbursables	Board controlled funds.
10550420	Designated Gifts	Board controlled funds.
10550430	Undesignated Gifts	Board controlled funds.
10550440	Processing Account	Board controlled funds.
10550510	Gifts: Children's Materials	Board controlled funds.
10550520	Gifts: Adult Materials	Board controlled funds.
10550600	Development Office (Foundation)	Board controlled funds.
10550800	Library Replacement Reserve	Board controlled funds.

Revenue Object Codes	Type	Comments
Intergovernmental Object Codes		
334160	C&I Prop Tax Rollback Reimb	This stands for commercial and industrial property tax rollback reimbursement.
336110	Johnson County	Johnson County has contracted library services for rural Johnson County residents, this is where the funds are deposited.
336140	University Heights	University Heights has contracted Iowa City and Coralville library services, this is where the Iowa City funds are deposited.

336190	Other Local Governments	Hills & Lone Tree have contracted library services with Iowa City Public Library, this is where the funds are deposited.
Miscellaneous Revenue Object Codes		
361310	Library Fines	ICPL went fine free July 1, 2022. Existing fines prior to that date were not retroactive and get deposited here.
369100	Reimbursement of Expenses	This line includes gas and electric reimbursement from the rental unit, staff reimbursements to the library, and reimbursements from other libraries for services such as Digital Johnson County.
369200	Reimbursement of Damages	Library materials that were lost and then billed get deposited here.
369300	Cashier Overages	This is where discrepancies in library deposits are accounted for.
369900	Miscellaneous Other Income	Per the contract, permanent staff who get called for jury duty are required to return their payments because they are being paid by the City of Iowa City. Those funds get deposited here.
Other Financing Sources Object Codes		
392300	Sale of Equipment	End of life Library equipment is sold on GovDeals and the funds are deposited here.
Use of Money & Property Object Codes		
382200	Building/Room Rental	The rental unit lease payments get deposited here.
384200	Vending Machine Commission	Proceeds from the library's vending machines are deposited here.
384900	Other Commissions	Sales from sanitary supplies in the restrooms are deposited here.
Expenditure Codes	Type	Comments
Library Material Object Codes		
477020	Books (Cat/Cir)	This line includes all physical printed books purchased for the collection, including adult, young adult, and children's titles.
477030	Books (Outreach)	Items purchased for our outreach collections at community sites, such as the Neighborhood Centers and Johnson County Jail.
477070	eBooks	Digital publications of printed texts purchased through vendors such as OverDrive. These are mostly purchased in a licensed format, requiring repurchase subject to the publisher's terms.
477100	Audio (Compact Disc)	Audio recordings of music on compact disc.
477110	Audio (Digital)	Digital publications of audio recordings of books purchased through vendors such as OverDrive. These are mostly purchased in a licensed format, requiring repurchase subject to the publisher's terms.
477120	Audio (Read-Along)	This line covers physical books with an attached digital speaker that reads the text on the page. Collection includes picture books and chapter books in the children's room.
477150	Art Reproductions	Covers all purchases for our Art-to-Go collection, framed art pieces available to the public to borrow. This line includes any purchases made through our Art Purchase Prize competition, an annual event to select pieces from artists living or working in the Johnson County area for our collection.

477160	Video (DVD)	Disc versions of movies, television, documentaries, and other films. Includes titles on DVD and Blu-ray.
477190	Circulating Equipment	Covers our small collection of circulating video players.
477200	Toys/Kits	This line includes all toys and activity kits available for the public to borrow.
477220	Video Games	Physical video games on discs and cartridges for a variety of consoles.
477250	Streaming Media/PPU	This line covers all purchases made for digital collections that charge a "pay per use" fee, such as Kanopy and hoopla. This model allows a vendor to offer a full catalog of titles and charge for only what is borrowed by library users.
477290	Microfilm	Covers physical reproductions of local newspapers on film for long-term use and preservation. Not all content of local newspapers are available digitally due to licensing restrictions.
477320	Serials (Digital)	This line covers digital versions of magazines available through vendors such as OverDrive.
477330	Serial (Print)	This line covers physical versions of magazines and newspapers. The public may borrow most magazines from the library, while newspaper issues are available to use inside the library.
477350	Online Reference	Covers the costs of subscriptions to our digital collection of research databases, learning software, consumer and investment information, and newspapers.
477380	Library-RFI Tags	Purchases RFID tags, a radio-frequency identification tag affixed to each physical item to simplify and quicken borrowing and return process, allow for ease of identifying items, and provide security of the collection.

Other Financing Uses Object Codes

490160	Misc Transfers Out	Annually a portion of the library budget is transferred to a library equipment replacement fund. This fund carries a balance from one year to the next and can be used to make replacements in the library.
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Personnel Object Codes

411000	Perm Full Time	Wages for permanent full time staff.
412000	Perm Part Time	Wages for permanent part time staff.
413000	Temporary Employees	Wages for hourly employees (all are part time).
414100	Overtime Wages	Wages for permanent staff when they are paid overtime. (Example-Working Sundays or over 40 hours per week).
414300	Term-Vacation Pay	Wages for permanent staff who resigned and were compensated for unused vacation hours (up to 192 hours).
414500	Longevity Pay	Permanent staff who have worked at least five years earn extra compensation for their years of service. These payments are made once a year in the last pay cycle of November annually.
421100	Health Insurance	Health Insurance benefits for permanent staff.
421200	Dental Insurance	Dental insurance benefits for permanent staff.
421300	Life Insurance	Life insurance benefits for permanent staff.
421400	Disability Insurance	Disability insurance benefits for permanent staff.
421500	Unemployment Compensation	Unemployment compensation for staff terminations.
422100	FICA	Federal Insurance Contributions Act contributions for all staff.
423100	IPERS	Iowa Public Employee Retirement System contributions for all staff.

Service Object Codes

432030	Financial Services & Charges	This is used for credit card fees from patron payments.
432060	Consultant Services	Consultants to the library are paid from this line. Examples are cybersecurity and strategic planning.
432080	Other Professional Services	Used for background checks, program performers, and interpreters.
Data processing covers essential software tools for developing and maintaining the library's collection. It covers the costs for cataloging services and collection development support, tools that improve accessibility in our catalog, reduce staff time, and increase selection and cataloging efficiency. The largest expense is OCLC cataloging services, which provides nearly all of our catalog records at ICPL from individual to batched record services.		
435010	Data Processing	This covers the cost of postage for library mail such as the At Home program, inter-library loans, account notices, one issue of The Window, etc.
435055	Mail & Delivery	This line covers advertisements for the library. Examples of this include promotion of library services in Little Village magazine and job postings on the ALA website.
435059	Advertising	Staff transportation for conferences or continuing education pursuits are paid from this line. Examples include mileage reimbursement and flights.
436030	Transportation	Used for staff conference registration fees associated with conferences or continuing education pursuits.
436050	Registration	Hotels for staff attending conferences for continuing education are paid from this line.
436060	Lodging	Meals for staff attending conferences for continuing education are paid from this line.
436080	Meals	Used for paying electrical utilities at the library and rental unit. (The rental unit reimburses their portion)
438030	Electricity	Used for paying gas utilities at the library and rental unit. (The rental unit reimburses their portion)
438070	Heating Fuel/Gas	This line is used for staff cell phones including the IT and Maintenance on call cell phones.
438130	Cell Phone/Data Services	The internet fees line is used for internet services for staff and patrons in the building and on the Bookmobile.
438140	Internet Fees	R&M stands for repair and maintenance. This line is used for bed bug inspections, window cleaning, annual inspections, etc.
442010	Other Building R&M Services	R&M stands for repair and maintenance. This line is mainly used for elevator repairs.
442020	Structure R&M Services	R&M stands for repair and maintenance. This line is used for HVAC repairs.
442030	Heating & Cooling R&M Services	R&M stands for repair and maintenance. This line is used for reupholstering furniture.
442050	Furnishing R&M Services	R&M stands for repair and maintenance. This line has been used for replacing light fixtures, installing the wiring for the television in the Boardroom, repairing leaking pipes, installing outlets, etc.
442060	Electrical & Plumbing R&M Srvc	R&M stands for repair and maintenance. This line covers fees related to copy machines.
443020	Office Equipment R&M Services	R&M stands for repair and maintenance. The library pays for emergency radio services with the City of Iowa City.
443050	Radio Equipment R&M Services	

444080	Software R&M Services	R&M stands for repair and maintenance. This line is used for ongoing service subscriptions and cloud platforms including Microsoft Cloud, Sierra, and Overdrive.
444100	Hardware R&M Services	R&M stands for repair and maintenance. This line is used for physical electronic device repair such as the RFID gates, control room audio-visual equipment and uninterrupted power supply units in the library.
445030	Nursery Srvc-Lawn & Plant Care	This budget line is used to pay a horticulturist to care for plants inside the library.
445140	Outside Printing	Used for printing services for bulk printings. Examples include mailers, informational brochures, library forms, tshirts, etc.
445250	Inter-Library Loans	This line pays for lost inter-library loans and access to Worldshare ILL which is the platform to request and share inter-library loans with other libraries.
445270	Library Material R&M Services	Covers vendor automated options for processing library books and other media for public use, including jacketing and labeling. These services maintain the quality of highly used materials, ensuring collection items are used to the highest capacity before replacement. Labeling includes call numbers that assist staff and patrons in locating materials.
445330	Other Waste Disposal	This line is used for refuse and recycling services.
446300	Phone Equipment/Line Chgbk	A chargeback is the library paying for services from another department of the City of Iowa City. The library uses the same phones as the City of Iowa City and we regularly reimburse them for those services.
446320	Mail Chargeback	A chargeback is the library paying for services from another department of the City of Iowa City. This line is used very rarely but could be used if the library needed to access the City of Iowa City's mail machine.
446350	City Vehicle Replacement Chgbk	A chargeback is the library paying for services from another department of the City of Iowa City. This is a fund that the library routinely pays into for future vehicle replacements.
446360	City Vehicle Rental Chargeback	A chargeback is the library paying for services from another department of the City of Iowa City. The City of Iowa City has a fleet of vehicles that Library staff can check out for local travel when the library vehicles are unavailable.
446370	Fuel Chargeback	A chargeback is the library paying for services from another department of the City of Iowa City. This line is used to pay for fuel from Transportation at the City of Iowa City. The library has two vans and a Bookmobile.
446380	Vehicle R&M Chargeback	R&M stands for repair and maintenance. A chargeback is the library paying for services from another department of the City of Iowa City. This line is used to pay for vehicle maintenance from Transportation at the City of Iowa City. The library has two vans and a Bookmobile.
448030	Community Events Funding	Community Events Funding is used for registration fees at events such as the University of Iowa Homecoming Parade & Latino Fest.
449060	Dues & Memberships	Used for staff and trustee memberships to organizations such as Iowa Library Association, American Library Association, Association of Bookmobile & Outreach Services, etc.

449120	Equipment Rental	Equipment rentals is used for the mail machine lease.
449160	Other Rentals	Other rentals is used for items such as sanitary supplies like rags, mops, and floor mats.
449260	Parking	This line is used for volunteer parking reimbursement and staff parking at conferences. The Ride & Read program was previously paid from this line before Transit offered free fare.
449280	Misc Services & Charges	Miscellaneous services covers a wide assortment of purchases such as reimbursing library patrons who found library materials that had been lost, sign language interpreters for events, staff and trustee headshots, performance rights, etc.

Supply Object Codes

452010	Office Supplies	Used for office supplies such as copy paper, pens, tape, notebooks, markers, etc.
452040	Sanitation & Indust Supplies	Used for maintenance supplies such as soap, paper towels, cleaning supplies, etc.
454020	Subscriptions	Subscriptions is used to pay for non-library material subscriptions such as Book Page magazine which is available for free in the library lobby.
455110	Software	Software is increasingly switching to cloud based models. Most softwares the library pays for come from the Software R&M line. An example of a software that is still used is Adobe Acrobat.
455120	Misc Computer Hardware	Miscellaneous computer hardware encompasses items such as laptops, monitors, the hearing loop, cables, etc.
463040	Water/Sewer Chemicals	Water/Sewer chemicals is used for purchases such as water treatment and salt softener supplies.
463100	Ice Control Chemicals	This line is used for purchasing salt for the sidewalks. This is typically purchased in bulk every other year.
466070	Other Maintenance Supplies	Other maintenance supplies is used for purchases such as lightbulbs, batteries, and paint.
467020	Equipment R&M Supplies	R&M stands for repair and maintenance. This line is used to pay for any repairs to equipment.
469110	Misc Processing Supplies	Includes the purchase of book jackets, barcodes, cases, labels, book tape, etc. for materials processed in-house. Also includes cover art for audio-visual materials.
469190	Minor Equipment	Minor equipment has been used for lower cost items used to maintain the library such as vacuums.
469210	First Aid/Safety Supplies	Used for basic first aid supplies to be used by patrons and staff. Examples include bandaids, ice packs, gloves, ointment, gauze, etc.
469320	Miscellaneous Supplies	Miscellaneous supplies cover a wide assortment of purchases such as library program supplies, mail supplies, display and storage supplies, some designated gifts, etc.
469360	Food and Beverages	This covers the cost of food and beverages for things such as Inservice Day, staff appreciation day, and library programming.
477380	Library RFID Tags	RFID tags are programmed with identification and security information and then attached to library materials. The use of RFID tags reduces staff time needed to perform routine circulation functions, and is an effective inventory and theft detection tool.

Output Report

2nd Quarter of FY25

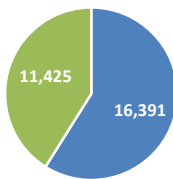
Our Mission



The Iowa City Public Library is a center of community life that connects people of all ages with information, engages them with the world of ideas and with each other, and enriches the community by supporting learning, promoting literacy, and encouraging creativity.

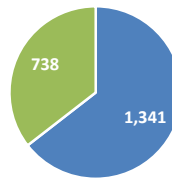
Statistics at a Glance

Meeting Room Attendance



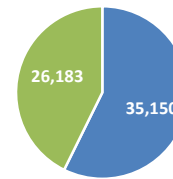
FY25 FY24

Help Desk Reference Questions



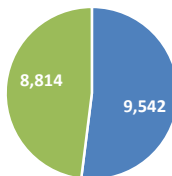
FY25 FY24

Youtube Views



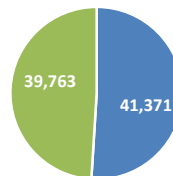
FY25 FY24

People Entering Bookmobile



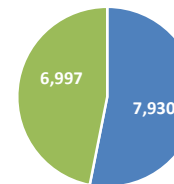
FY25 FY24

Total Registered Borrowers



FY25 FY24

Onsite Children Programming Attendance



FY25 FY24

Community Feedback

"The Iowa City Public Library is such an important and valued part of our daughter's life. Her love for books and growing literacy are thanks to the availability of all kinds of literary resources at the ICPL. Thank you!"

"The Library has never felt more welcoming or happier than it does right now."

"I think we must have the best library of all."



FY25 Output Statistics - Quarterly Report

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
Circulation							
InterLibrary Loans							
Loaned to Other Libraries	388	392	0	0	780	630	23.8%
Percent of Requests Filled	29.7%	32.3%	0.0%	0.0%	31.0%	22.1%	39.9%
Total Borrowed From Other Libraries	742	757	0	0	1,499	1,578	-5.0%
Percent of Requests Filled	85.4%	88.6%	0.0%	0.0%	87.0%	87.4%	-0.4%
Books/Periodicals/AV Borrowed	738	756	0	0	1,494	1,570	-4.8%
Photocopy Borrow Requests Filled	4	1	0	0	5	8	-37.5%
Subscription Databases Accessed	224,401	233,592	0	0	457,993	412,196	11.1%
Library Cards Issued - Resident							
Iowa City	1,466	782	0	0	2,248	2,194	2.5%
Percent Iowa City	81.6%	75.6%	0.0%	0.0%	79.4%	77.9%	2.0%
Library Cards Issued - Local Contracts							
Hills	3	7	0	0	10	11	-9.1%
Johnson County (Rural)	38	23	0	0	61	118	-48.3%
Lone Tree	2	8	0	0	10	7	42.9%
University Heights	8	2	0	0	10	31	-67.7%
Library Cards Issued - State Contract - Open Access							
Coralville	129	103	0	0	232	176	31.8%
Cedar Rapids	19	17	0	0	36	41	-12.2%
Other Open Access	131	92	0	0	223	238	-6.3%
Total Open Access	279	212	0	0	491	455	7.9%
Open Access as % of All	15.5%	20.5%	0.0%	0.0%	17.3%	16.2%	7.4%
Total Library Cards Issued	1,796	1,034	0	0	2,830	2,816	0.5%
Total Registered Borrowers (Cumulative)	41,371	41,652	0	0	41,652	39,763	4.8%
# At Home Users Registered (Cumulative)	227	230	0	0	230	267	-13.9%
# AIM Users (Cumulative)	14,774	14,773	0	0	14,774	14,630	1.0%
<i>*AIM library cards are not counted as registered borrowers, and are not included in total registered borrowers.</i>							
Overdue Notices							
Total First Notices (Items)	13,282	12,835	0	0	26,117	25,849	1.0%
Total Second Notices (Items)	7,065	7,441	0	0	14,506	13,748	5.5%
Bills-Public (Items)	3,827	4,141	0	0	7,968	7,327	8.7%
Technology							
Website Access							
ICPL Website							
# Pageviews of Homepage	87,269	82,686	0	0	169,955	166,910	1.8%
# Pageviews of Entire Site (Doesn't include catalog)	229,020	214,800	0	0	443,820	457,753	-3.0%
# Visits (Does include catalog)	165,572	160,593	0	0	326,165	331,246	-1.5%
Catalog Access							
# Pageviews for ICPL Catalog	404,347	376,279	0	0	780,626	859,962	-9.2%
Total Catalog Access	404,347	376,279	0	0	780,626	1,053,000	-25.9%
<i>*Overdrive does not count pageviews through the Libby or Overdrive Apps.</i>							
ICPL Mobile App Use	62,099	51,154	0	0	113,253	104,843	8.0%
External Sites							
# Pageviews for Beanstack	6,907	3,424	0	0	10,331	12,518	-17.5%
Total Website Access	702,373	645,657	0	0	1,348,030	1,628,114	-17.2%

Equipment Usage							
Photocopies by Public	3,651	4,202	0	0	7,853	6,312	24.4%
Pay for Print Copies	34,759	29,691	0	0	64,450	35,788	80.1%
% Checkouts by Self-Check	69.6%	70.7%	0.0%	0.0%	70.2%	70.9%	-1.1%
Downtown Use of Electronic Materials							
Listening/Viewing/Tablets/Laptop Sessions	1,076	945	0	0	2,021	1,362	48.4%
Computer Services							
Pharos Internet (Downtown In House computer use)	14,659	12,353	0	0	27,012	25,686	5.2%
Wifi Internet Use Downtown	26,603	38,125	0	0	64,728	13,936	364.5%
Total Internet Use	41,262	50,478	0	0	91,740	39,622	131.5%
Reference Questions							
Reference Questions							
Reference Desk	2,282	2,036	0	0	4,318	4,239	1.9%
Help Desk	720	621	0	0	1,341	738	81.7%
Switchboard	656	577	0	0	1,233	1,435	-14.1%
Bookmobile	293	201	0	0	494	614	-19.5%
Children's Desk							
Reference Questions	2,455	1,847	0	0	4,302	3,620	18.8%
Request to Pull Books (Community)	13	6	0	0	19	12	58.3%
Total Children's Questions	2,468	1,853	0	0	4,321	3,632	19.0%
Switchboard Calls							
Total Library Calls	2,786	2,429	0	0	5,215	5,703	-8.6%
Other Questions (Directional and account questions, meeting room booking, email.)	3,343	2,186	0	0	5,529	5,669	-2.5%
Transferred Calls	661	516	0	0	1,177	1,425	-17.4%
Programs							
Adult Programs 18+							
Onsite Programs	34	46	0	0	80	93	-14.0%
Onsite Attendance	1,282	2,009	0	0	3,291	2,490	32.2%
Offsite Programs	5	8	0	0	13	116	-88.8%
Offsite In Person Attendance	59	82	0	0	141	116	21.6%
Virtual Programs	8	6	0	0	14	57	-75.4%
Young Adult Programs 12-18							
Onsite Programs	31	35	0	0	66	110	-40.0%
Onsite Attendance	157	127	0	0	284	449	-36.7%
Offsite Programs	4	11	0	0	15	26	-42.3%
Offsite In Person Attendance	96	263	0	0	359	269	33.5%
Virtual Programs	0	0	0	0	0	0	0.0%
Children's Programs 0-11							
Onsite Programs	107	130	0	0	237	197	20.3%
Onsite Attendance	3,966	3,964	0	0	7,930	6,997	13.3%
Offsite Programs	82	133	0	0	215	195	10.3%
Offsite In Person Attendance	2,333	3,051	0	0	5,384	4,417	21.9%
Virtual Programs	0	0	0	0	0	0	0.0%
All Ages Programs							
Onsite Programs	60	65	0	0	125	98	27.6%
Onsite Attendance	4,920	5,316	0	0	10,236	8,191	25.0%
Offsite Programs	9	5	0	0	14	17	-17.6%
Offsite In Person Attendance	1,491	674	0	0	2,165	2,742	-21.0%
Virtual Programs	8	6	0	0	14	0	-75.4%
Virtual Program Attendance	16,220	19,058	0	0	35,278	0	0.0%
Total Number of Views of Program Content Recording							
Instagram	0	0	0	0	0	6,123	-100.0%
Facebook	18	110	0	0	128	102	25.5%
Youtube	16,202	18,948	0	0	35,150	26,183	34.2%
Total Virtual Program Views	16,220	19,058	0	0	35,278	32,408	-40.3%

Building and Facility Use

Downtown Building Use							
Total Hours Open	863	835	0	0	1,698	1,692	0.4%
People into the Building	146,808	130,500	0	0	277,308	262,757	5.5%
Average Number Per Hour	170	156	0	0	163	155	5.2%
Bookmobile Use							
Bookmobile Total Hours Open	257	191	0	0	448	484	-7.4%
People on Bookmobile	5,232	4,310	0	0	9,542	8,814	8.3%
Average Number per Hour	20	23	0	0	21	18	16.9%
Total Downtown & Bookmobile Hours Open							
Total Hours Open	1,120	1,026	0	0	2,146	2,176	-1.4%
Total People Downtown & on Bookmobile	152,040	134,810	0	0	286,850	271,571	5.6%
Total Average Number per Hour	136	131	0	0	134	125	6.9%
Meeting Rooms							
Number of Non-Library Meetings	326	353	0	0	679	537	26.4%
Estimated Attendance	10,764	5,627	0	0	16,391	11,425	43.5%
Equipment Set-ups	30	33	0	0	63	91	-30.8%
Group Study Room Use	2,022	2,077	0	0	4,099	3,986	2.8%
Lobby Use	2	2	0	0	4	3	33.3%

Outreach

Displays							
In-House	35	33	12	0	80	37	116.2%
Other Groups	4	10	2	0	16	17	-5.9%
Off-site locations	5	4	1	0	10	6	66.7%
Homepage/ Social Media							
Homepage Banner Posts	45	50	0	0	95	83	14.5%
Homepage Banner Unique Clicks	222	197	0	0	419	555	-24.5%
Unique Media Releases Opened	6,643	12,482	0	0	19,125	26,412	-27.6%
Media Releases Sent	6	10	0	0	16	24	-33.3%
Total Newsletters Opened-Unique Users	1,082	1,809	0	0	1,809	1,312	37.9%
Facebook, X, Pinterest Followers (Cumulative)	17,630	17,506	0	0	17,506	17,709	-1.1%
New Facebook, X, and Pinterest Followers	165	140	0	0	305	132	131.1%
<i>*Began tracking 'Media Releases Sent' & 'Total Newsletters Opened-Unique Users' in</i>							
Publications							
Number of Publications Printed (Jobs)	71	60	0	0	131	207	-36.7%
Copies Printed for Public Distribution	70,551	9,050	0	0	79,601	88,049	-9.6%
Number of Online Newsletters Subscribers	3,984	7,775	0	0	7,775	4,061	91.5%
Number of Online Newsletter Distribution	3,710	7,303	0	0	7,303	3,750	94.7%
At Home Services							
Packages Sent	404	349	0	0	753	927	-18.8%
Items Loaned (No renewals)	1,095	973	0	0	2,068	2,760	-25.1%
Registered At Home Users (Cumulative)	227	230	0	0	230	267	-13.9%
New Users Enrolled	3	3	0	0	6	6	0.0%
Number of People Served (Average of monthly count)	42	44	0	0	43	99	-56.6%
Jail Service							
People Served	172	165	0	0	337	384	-12.2%
Items Loaned (No renewals)	761	727	0	0	1,488	1,946	-23.5%
Deposit Collections							
Locations (Cumulative)	26	6	0	0	6	3	100.0%
Items Loaned	360	180	0	0	540	660	-18.2%
Items Donated to Permanent Collections	823	144	0	0	967	545	77.4%
Remote Bookdrop Use							
Remote as Percent of All Items Checked In	15%	13.5%	0.0%	0.0%	13.5%	14.7%	-8.2%
<i>*Does not include renewals or in-house.</i>							
<i>* The remote bookdrop was used in FY21 but not counted.</i>							
Pamphlets Distributed Downtown							
	5,156	8,045	0	0	13,201	15,703	-15.9%

Materials Added Report

FY25 2nd Quarter

ADULT MATERIALS	New Titles	Added Copies	Total Added	Gifts	WD	%Gifts	%New
TOTAL FICTION	732	574	1306	20	2612	1.5	56.0
Fiction	561	477	1038	19	1690	1.8	54.0
Fiction Express	0	60	60	0	44	0.0	0.0
Large Print Fiction	53	6	59	0	16	0.0	89.8
Young Adult Fiction	118	31	149	1	862	0.7	79.2
TOTAL COMICS	61	132	193	0	653	0.0	31.6
TOTAL NONFICTION	778	483	1261	10	2019	0.8	61.7
Nonfiction	743	416	1159	10	1950	0.9	64.1
Nonfiction Express	0	60	60	0	64	0.0	0.0
Large Print Nonfiction	32	2	34	0	1	0.0	94.1
Reference	3	5	8	0	4	0.0	37.5
BOOKS IN OTHER LANGUAGES	1	1	2	0	42	0.0	50.0
MAGAZINES	0	0	0	0	1	0.0	0.0
TOTAL PRINT	1572	1190	2762	30	5327	1.1	56.9
TOTAL AUDIO	18	2	20	0	828	0.0	90.0
Music Compact disc	18	2	20	0	80	0.0	90.0
Fiction on disc	0	0	0	0	391	0.0	0.0
Nonfiction On Disc	0	0	0	0	357	0.0	0.0
TOTAL VIDEO	117	156	273	0	188	0.0	42.9
DVD Movie	98	81	179	0	97	0.0	54.7
DVD TV	17	39	56	0	31	0.0	30.4
DVD Nonfiction	2	1	3	0	16	0.0	66.7
DVD Express	0	35	35	0	44	0.0	0.0
ART	0	0	0	0	1	0.0	0.0
BOOK CLUB KITS	0	0	0	0	1	0.0	0.0
VIDEO GAMES	31	5	36	0	16	0.0	86.1
CIRCULATING EQUIPMENT	0	0	0	0	1	0.0	0.0
DISCOVERY KITS	0	1	1	0	1	0.0	0.0
TOTAL NONPRINT	166	164	330	0	1036	0.0	50.3

eAUDIO	473	1615	2088	0	101	0.0	22.7
eBOOKS	674	836	1510	0	304	0.0	44.6
eMUSIC	0	0	0	0	0	0.0	0.0
eMAGAZINES	0	0	0	0	0	0.0	0.0
ONLINE REFERENCE	0	0	0	0	0	0.0	0.0
DIGITAL VIDEOS	7	0	7	0	0	0.0	100.0

TOTAL DIGITAL	1154	2451	3605	0	405	0.0	32.0
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TOTAL ADULT	2892	3805	6697	30	6768	0.4	43.2
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CHILDREN'S MATERIALS	New Titles	Added Copies	Total Added	Gifts	WD	%Gifts	%New
jEASY	295	453	748	0	1320	0.0	39.4
jBoard Books	11	126	137	0	64	0.0	8.0
jE	268	285	553	0	1003	0.0	48.5
jReader	16	42	58	0	252	0.0	27.6
jBig Book	0	0	0	0	1	0.0	0.0
jFICTION	114	148	262	0	1154	0.0	43.5
jCOMICS	33	192	225	0	170	0.0	14.7
jNONFICTION	166	82	248	2	144	0.8	66.9
jLARGE PRINT	6	5	11	0	2	0.0	54.5
jPROGRAM COLLECTION	1	9	10	0	0	0.0	10.0

TOTAL jPRINT	615	889	1504	2	2790	0.1	40.9
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jREAD ALONG	43	24	67	0	34	0.0	64.2
jDVD	5	23	28	0	201	0.0	17.9
jTOYS	5	2	7	0	3	0.0	71.4
STORYTIME KITS	0	0	0	0	0	0.0	0.0
jDISCOVERY KITS	0	0	0	0	0	0.0	0.0
jVIDEO GAMES	0	0	0	0	3	0.0	0.0

TOTAL jNONPRINT	53	49	102	0	241	0.0	52.0
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jeAUDIO	44	200	244	0	7	0.0	18.0
jeBOOKS	129	799	928	0	35	0.0	13.9
TOTAL jDIGITAL	173	999	1172	0	42	0.0	14.8
TOTAL JUVENILE	841	1937	2778	2	3073	0.1	30.3
TOTAL ADDED	3733	5742	9475	32	9841	0.3	39.4



FY25 Circulation by Type & Format

Category	6 Months				
	YTD	% Total	Last YTD	% of Total	% Change
Adult Materials					
General Fiction/Fiction Express	49,760	11.9%	50,761	12.3%	-2.0%
Mystery	13,661	3.3%	13,673	3.3%	-0.1%
Science Fiction	9,047	2.2%	9,532	2.3%	-5.1%
Book Club Kits (10 items per kit)	32	0.0%	17	0.0%	88.2%
Young Adult Fiction	6,979	1.7%	8,654	2.1%	-19.4%
Comics	15,991	3.8%	16,327	4.0%	-2.1%
Large Print	5,545	1.3%	5,485	1.3%	1.1%
Books in Other Languages	598	0.1%	464	0.1%	28.9%
Total Fiction	101,613	24.3%	104,913	25.4%	-3.1%
Express/Nonfiction					
Express/Nonfiction	1,018	0.2%	937	0.2%	8.6%
Large Print Nonfiction	996	0.2%	970	0.2%	2.7%
000 - General/Computers	1,286	0.3%	1,260	0.3%	2.1%
100 - Psychology/Philosophy	5,057	1.2%	5,739	1.4%	-11.9%
200 - Religion	2,593	0.6%	3,060	0.7%	-15.3%
300 - Social Sciences	8,838	2.1%	8,929	2.2%	-1.0%
400 - Language	917	0.2%	1,133	0.3%	-19.1%
500 - Science	3,377	0.8%	3,582	0.9%	-5.7%
600 - Applied Technology	15,119	3.6%	17,351	4.2%	-12.9%
700 - Art & Recreation	9,008	2.2%	10,121	2.5%	-11.0%
800 - Literature	4,844	1.2%	4,990	1.2%	-2.9%
900 - History & Travel	8,549	2.0%	8,365	2.0%	2.2%
Biography	3,334	0.8%	3,362	0.8%	-0.8%
Total Nonfiction: Adult & Young Adult	64,936	15.5%	69,799	16.9%	-7.0%
Magazines	2,920	0.7%	3,281	0.8%	-11.0%
Total Miscellaneous	2,920	0.7%	3,281	0.8%	-11.0%
Total Adult Print	169,469	40.5%	177,993	43.1%	-4.8%
Art to Go					
Art to Go	807	0.2%	854	0.2%	-5.5%
DVD (Movies/TV)					
DVD (Movies/TV)	54,128	12.9%	54,815	13.3%	-1.3%
Express/DVD					
Express/DVD	1,271	0.3%	2,342	0.6%	-45.7%
Nonfiction DVD					
Nonfiction DVD	2,678	0.6%	3,743	0.9%	-28.5%
Fiction on Disc					
Fiction on Disc	1,086	0.3%	1,439	0.3%	-24.5%
Nonfiction on CD					
Nonfiction on CD	416	0.1%	620	0.2%	-32.9%
Compact Disc (Music)					
Compact Disc (Music)	7,772	1.9%	8,574	2.1%	-9.4%
Young Adult Video Games					
Young Adult Video Games	3,877	0.9%	3,876	0.9%	0.0%
Circulating Equipment					
Circulating Equipment	50	0.0%	52	0.0%	-3.8%

FY25 Circulation by Type & Format

6 MONTHS

Category	YTD	% Total	Last YTD	% of Total	% Change
Discovery Kits	6	0.0%	18	0.0%	-66.7%
Total Nonprint	72,091	17.2%	76,333	18.5%	-5.6%
Adult E-Audio # Downloads	63,081	15.1%	55,181	13.4%	14.3%
Adult E-Book # Downloads	50,136	12.0%	52,145	12.6%	-3.9%
Adult E-Magazines	17,831	4.3%	15,436	3.7%	15.5%
Adult E-Music # Downloads/Local Music Project	4	0.0%	15	0.0%	-73.3%
Adult E-Newspapers	10,375	2.5%	9,291	2.3%	11.7%
Adventure Passes	133	0.0%	129	0.0%	3.1%
Adult E-Video Streaming: Library Channel	35,157	8.4%	26,325	6.4%	33.5%
Total Adult E-Downloads	176,717	42.2%	158,522	38.4%	11.5%
Total Adult Circulation	418,277	100.0%	412,848	100.0%	1.3%
Children's Materials					
Fiction	29,598	15.6%	28,887	15.0%	2.5%
Comics	27,782	14.7%	28,232	14.6%	-1.6%
jLarge Print Fiction	549	0.3%	507	0.3%	8.3%
Picture: Big, Board, Easy	56,014	29.6%	56,959	29.5%	-1.7%
Readers	21,735	11.5%	19,941	10.3%	9.0%
Nonfiction & Biography	24,726	13.1%	25,051	13.0%	-1.3%
jLarge Print Nonfiction	11	0.0%	16	0.0%	-31.3%
Total Children's Print	160,415	84.8%	159,593	82.8%	0.5%
Video/DVD/Blu-Ray	10,141	5.4%	11,948	6.2%	-15.1%
Books on Disc	0	0.0%	183	0.1%	-100.0%
Read-Along set	4,663	2.5%	5,239	2.7%	-11.0%
Children's Music	0	0.0%	332	0.2%	-100.0%
Children's Video Games	307	0.2%	457	0.2%	-32.8%
Read with Me Kits	145	0.1%	155	0.1%	-6.5%
Games & Toys	1,004	0.5%	980	0.5%	2.4%
jDiscovery Kits	50	0.0%	70	0.0%	-28.6%
Total Children's Nonprint	16,310	8.6%	19,364	10.0%	-15.8%
j E-Audio # Downloads	5,088	2.7%	5,012	2.6%	1.5%
j E-Book # Downloads	7,365	3.9%	8,831	4.6%	-16.6%
Total Children's E-Downloads	12,453	7.8%	13,843	8.5%	-10.0%
Total Children's	189,178	100.0%	192,800	100.0%	-1.9%
All Circulation by Type/Format					
All Fiction	159,542	26.2%	162,539	26.8%	-1.8%
All Nonfiction and Biography	89,673	14.7%	94,866	15.6%	-5.5%
Picture books & Readers	77,749	12.8%	76,900	12.7%	1.1%
Magazines	2,920	0.5%	3,281	0.5%	-11.0%
Total Print	329,884	54.2%	337,586	55.6%	-2.3%

FY25 Circulation by Type & Format

6 MONTHS

Category	YTD	% Total	Last YTD	% of Total	% Change
Toys	1,004	0.2%	980	0.2%	2.4%
Art	807	0.1%	854	0.1%	-5.5%
DVD (Fiction, Nonfiction, & Express)	68,218	11.2%	72,848	12.0%	-6.4%
CD (Music)	7,772	1.3%	8,906	1.5%	-12.7%
Books on CD (Fiction & Nonfiction)	1,502	0.2%	2,242	0.4%	-33.0%
Read-Along Set	4,663	0.8%	5,239	0.9%	-11.0%
Video Games	4,184	0.7%	4,333	0.7%	-3.4%
Read with Me Kits	145	0.0%	155	0.0%	-6.5%
Discovery Kits	56	0.0%	88	0.0%	-36.4%
Circulating Equipment	50	0.0%	52	0.0%	-3.8%
Total Nonprint	88,401	14.5%	95,697	15.8%	-7.6%
Total E-Downloads	189,170	31.1%	172,365	28.4%	9.7%
Total In House/Undefined	1,470	0.2%	1,529	0.3%	-3.9%
Total Adult Materials (including e items)	418,277	68.7%	412,848	68.0%	1.3%
Total Children's (including e items)	189,178	31.1%	192,800	31.8%	-1.9%
Grand Total (Adult + Children's + Undefined)	608,925	100.0%	607,177	100.0%	0.29%



FY25 Circulation by Area & Agency

	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
Iowa City									
General Iowa City	168,360	149,455	317,815	0	317,815	0	317,815	323,675	-1.8%
Downloads + Streaming	82,422	85,929	168,351	0	168,351	0	168,351	151,839	10.9%
Temporary	129	129	258	0	258	0	258	267	-3.4%
Public schools	0	0	0	0	0	0	0	0	0.0%
Private schools	0	293	293	0	293	0	293	347	-15.6%
Preschool/Daycare	970	1,446	2,416	0	2,416	0	2,416	1,183	104.2%
Non-profit organizations	173	287	460	0	460	0	460	354	29.9%
Business	0	0	0	0	0	0	0	0	0.0%
City departments	22	21	43	0	43	0	43	23	87.0%
State/Federal agencies	0	0	0	0	0	0	0	0	0.0%
University of Iowa departments	0	0	0	0	0	0	0	0	0.0%
At Home	892	880	1,772	0	1,772	0	1,772	2,720	-34.9%
Interlibrary loan	540	540	1,080	0	1,080	0	1,080	814	32.7%
Deposit collections/Nursing Homes	534	927	1,461	0	1,461	0	1,461	1,625	-10.1%
Jail patrons	761	727	1,488	0	1,488	0	1,488	1,946	-23.5%
Total Iowa City	254,803	240,634	495,437	0	495,437	0	495,437	484,793	2.20%
Local Contracts									
Johnson County									
General	15,623	13,438	29,061	0	29,061	0	29,061	29,786	-2.4%
Downloads	8,417	8,307	16,724	0	16,724	0	16,724	16,383	2.1%
Preschool/Daycare	0	86	86	0	86	0	86	0	0.0%
At Home	78	0	78	0	78	0	78	56	39.3%
Total Johnson County	24,118	21,831	45,949	0	45,949	0	45,949	46,225	-0.6%
Hills									
General	404	623	1,027	0	1,027	0	1,027	1,038	-1.1%
Downloads	198	195	393	0	393	0	393	338	16.3%
At Home	110	0	110	0	110	0	110	4	2650.0%
Total Hills	712	818	1,530	0	1,530	0	1,530	1,380	10.9%
Lone Tree									
General	602	530	1,132	0	1,132	0	1,132	1,597	-29.1%
Downloads	185	131	316	0	316	0	316	360	-12.2%
At Home	15	6	21	0	21	0	21	0	0.0%
Total Lone Tree	802	667	1,469	0	1,469	0	1,469	1,957	-24.9%
University Heights									
General	3,000	2,824	5,824	0	5,824	0	5,824	6,674	-12.7%
Downloads	1,693	1,677	3,370	0	3,370	0	3,370	3,418	-1.4%
At Home	0	0	0	0	0	0	0	0	0.0%
Total University Heights	4,693	4,501	9,194	0	9,194	0	9,194	10,092	-8.9%
Total Local Contracts	30,325	27,817	58,142	0	58,142	0	58,142	59,654	-2.5%
State Contract									
Reciprocal/Open Access									
Johnson County Libraries									
Coralville	10,115	8,794	18,909	0	18,909	0	18,909	21,038	-10.1%
North Liberty	6,692	5,584	12,276	0	12,276	0	12,276	13,418	-8.5%
Oxford	676	568	1,244	0	1,244	0	1,244	1,588	-21.7%
Solon	738	575	1,313	0	1,313	0	1,313	1,733	-24.2%
Swisher	65	51	116	0	116	0	116	152	-23.7%
Tiffin	1,558	1,403	2,961	0	2,961	0	2,961	3,439	-13.9%
AIM Downloads (None from North Liberty or Coralville)	25	8	33	0	33	0	33	27	22.2%

FY25 Circulation by Area & Agency	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
All Other Libraries									
Adel	0	0	0	0	0	0	0	0	0.0%
Ainsworth	0	0	0	0	0	0	0	29	-100.0%
Albia	0	0	0	0	0	0	0	0	0.0%
Altoona	0	0	0	0	0	0	0	0	0.0%
Ames	0	0	0	0	0	0	0	4	-100.0%
Anamosa	0	33	33	0	33	0	33	3	1000.0%
Ankeny	0	0	0	0	0	0	0	0	0.0%
Arlington	0	0	0	0	0	0	0	9	-100.0%
Atkins	43	35	78	0	78	0	78	21	271.4%
Belle Plaine	0	0	0	0	0	0	0	0	0.0%
Bennett	0	0	0	0	0	0	0	0	0.0%
Bettendorf	17	14	31	0	31	0	31	0	0.0%
Birmingham	18	0	18	0	18	0	18	43	-58.1%
Blairstown	0	0	0	0	0	0	0	0	0.0%
Bloomfield	8	0	8	0	8	0	8	0	0.0%
Boone	0	0	0	0	0	0	0	6	-100.0%
Brooklyn	0	0	0	0	0	0	0	0	0.0%
Burlington	14	4	18	0	18	0	18	169	-89.3%
Camanche	0	0	0	0	0	0	0	0	0.0%
Carroll	0	0	0	0	0	0	0	0	0.0%
Cascade	0	0	0	0	0	0	0	0	0.0%
Cedar Falls	4	271	275	0	275	0	275	21	1209.5%
Cedar Rapids	970	643	1,613	0	1,613	0	1,613	2,358	-31.6%
Center Point	16	0	16	0	16	0	16	0	0.0%
Centerville	0	1	1	0	1	0	1	0	0.0%
Central City	0	0	0	0	0	0	0	0	0.0%
Chariton	0	0	0	0	0	0	0	0	0.0%
Charles City	0	0	0	0	0	0	0	0	0.0%
Chelsea	0	0	0	0	0	0	0	0	0.0%
Clarence	12	11	23	0	23	0	23	17	35.3%
Clear Lake	0	0	0	0	0	0	0	0	0.0%
Clinton	3	0	3	0	3	0	3	179	-98.3%
Clive	0	0	0	0	0	0	0	14	-100.0%
Clutier	11	3	14	0	14	0	14	13	7.7%
Coggon	0	0	0	0	0	0	0	0	0.0%
Columbus Jct	34	28	62	0	62	0	62	44	40.9%
Conesville	0	0	0	0	0	0	0	0	0.0%
Cornell College	215	302	517	0	517	0	517	801	-35.5%
Council Bluffs	25	0	25	0	25	0	25	0	0.0%
Crawfordsville	0	0	0	0	0	0	0	0	0.0%
Dallas Center	0	0	0	0	0	0	0	0	0.0%
Davenport	84	301	385	0	385	0	385	61	531.1%
Decorah	0	0	0	0	0	0	0	0	0.0%
Denison	0	0	0	0	0	0	0	0	0.0%
Des Moines	24	68	92	0	92	0	92	9	922.2%
Dewitt	0	0	0	0	0	0	0	20	-100.0%
Donnelson	0	0	0	0	0	0	0	0	0.0%
Drake Community Library	0	0	0	0	0	0	0	0	0.0%
Dubuque	0	0	0	0	0	0	0	1	-100.0%
Dunkerton	0	0	0	0	0	0	0	0	0.0%
Dyersville	1	0	1	0	1	0	1	0	0.0%
Earlham	0	0	0	0	0	0	0	0	0.0%
Eldon	0	0	0	0	0	0	0	0	0.0%
Elkader	0	0	0	0	0	0	0	0	0.0%
Ely	85	97	182	0	182	0	182	271	-32.8%
Estherville	0	0	0	0	0	0	0	0	0.0%
Fairfax	7	8	15	0	15	0	15	63	-76.2%
Fairfield	253	254	507	0	507	0	507	410	23.7%
Fayette	0	0	0	0	0	0	0	1	-100.0%
Fort Dodge	0	2	2	0	2	0	2	5	-60.0%
Fort Madison	4	0	4	0	4	0	4	3	33.3%
Gilman	0	0	0	0	0	0	0	0	0.0%
Glenwood	0	0	0	0	0	0	0	0	0.0%
Grandview	0	0	0	0	0	0	0	0	0.0%
Grimes	0	0	0	0	0	0	0	0	0.0%

FY25 Circulation by Area & Agency	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
Grinnell	41	6	47	0	47	0	47	203	-76.8%
Guthrie Center	0	0	0	0	0	0	0	0	0.0%
Hedrick	0	0	0	0	0	0	0	0	0.0%
Hiawatha	93	16	109	0	109	0	109	148	-26.4%
Independence	3	4	7	0	7	0	7	18	-61.1%
Indianola	0	0	0	0	0	0	0	0	0.0%
Iowa Falls	0	0	0	0	0	0	0	0	0.0%
Johnston	0	0	0	0	0	0	0	0	0.0%
Kalona	591	391	982	0	982	0	982	1,219	-19.4%
Keokuk	0	0	0	0	0	0	0	1	-100.0%
Keosauqua	0	0	0	0	0	0	0	0	0.0%
Keota	8	0	8	0	8	0	8	5	60.0%
LeClaire	0	0	0	0	0	0	0	0	0.0%
Letts	0	0	0	0	0	0	0	0	0.0%
Lisbon	239	94	333	0	333	0	333	261	27.6%
Lowden	86	141	227	0	227	0	227	25	808.0%
Manchester	0	0	0	0	0	0	0	9	-100.0%
Manly	2	3	5	0	5	0	5	41	-87.8%
Maquoketa	2	0	2	0	2	0	2	0	0.0%
Marengo	295	160	455	0	455	0	455	639	-28.8%
Marion	147	116	263	0	263	0	263	229	14.8%
Marshalltown	2	10	12	0	12	0	12	1	1100.0%
Martelle	0	0	0	0	0	0	0	61	-100.0%
Mason City	0	0	0	0	0	0	0	0	0.0%
Mechanicsville	39	92	131	0	131	0	131	45	191.1%
Mediapolis	0	0	0	0	0	0	0	0	0.0%
Milford	0	0	0	0	0	0	0	0	0.0%
Montezuma	0	0	0	0	0	0	0	2	-100.0%
Monticello	0	0	0	0	0	0	0	0	0.0%
Montrose	0	0	0	0	0	0	0	0	0.0%
Mount Ayr	0	1	1	0	1	0	1	7	-85.7%
Morning Sun	1	2	3	0	3	0	3	0	0.0%
Mount Pleasant	23	22	45	0	45	0	45	102	-55.9%
Muscatine	62	33	95	0	95	0	95	196	-51.5%
Nevada	1	2	3	0	3	0	3	4	-25.0%
New London	0	0	0	0	0	0	0	0	0.0%
Newton	0	6	6	0	6	0	6	0	0.0%
North English	128	60	188	0	188	0	188	113	66.4%
Norway	0	0	0	0	0	0	0	0	0.0%
Odebolt	0	0	0	0	0	0	0	0	0.0%
Oelwein	0	0	0	0	0	0	0	0	0.0%
Olwin	0	17	17	0	17	0	17	0	0.0%
Osceola	0	0	0	0	0	0	0	0	0.0%
Oskaloosa	0	0	0	0	0	0	0	3	-100.0%
Ottumwa	0	1	1	0	1	0	1	19	-94.7%
Oxford Junction	0	0	0	0	0	0	0	0	0.0%
Parnell	0	0	0	0	0	0	0	0	0.0%
Pella	0	3	3	0	3	0	3	0	0.0%
Pleasant Hill	0	0	0	0	0	0	0	0	0.0%
Polk City	0	0	0	0	0	0	0	0	0.0%
Reinbeck	0	0	0	0	0	0	0	0	0.0%
Richland	0	0	0	0	0	0	0	0	0.0%
Riverside	1,176	1,055	2,231	0	2,231	0	2,231	2,372	-5.9%
Robins	0	0	0	0	0	0	0	0	0.0%
Rockwell	0	0	0	0	0	0	0	0	0.0%
Scott Co (Eldridge)	1	1	2	0	2	0	2	1	100.0%
Scranton	0	0	0	0	0	0	0	0	0.0%
Shellsburg	0	0	0	0	0	0	0	2	-100.0%
Sigourney	0	0	0	0	0	0	0	0	0.0%
Sioux City	0	1	1	0	1	0	1	0	0.0%
Sioux Rapids	0	0	0	0	0	0	0	0	0.0%
South English	29	0	29	0	29	0	29	22	31.8%
Spirit Lake	0	0	0	0	0	0	0	0	0.0%
Springville	0	0	0	0	0	0	0	0	0.0%
Stanwood	0	4	4	0	4	0	4	0	0.0%
Stockport	0	0	0	0	0	0	0	0	0.0%
Tama	0	0	0	0	0	0	0	0	0.0%
Tipton	222	168	390	0	390	0	390	333	17.1%

FY25 Circulation by Area & Agency	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
Toledo	0	0	0	0	0	0	0	0	0.0%
Traer	0	16	16	0	16	0	16	8	100.0%
Urbandale	22	0	22	0	22	0	22	2	1000.0%
Van Horne	6	1	7	0	7	0	7	2	250.0%
Van Meter	0	0	0	0	0	0	0	0	0.0%
Victor	0	0	0	0	0	0	0	0	0.0%
Vinton	0	0	0	0	0	0	0	0	0.0%
Wapello	9	0	9	0	9	0	9	0	0.0%
Washington	395	265	660	0	660	0	660	803	-17.8%
Waterloo	2	0	2	0	2	0	2	0	0.0%
Waukee	0	0	0	0	0	0	0	0	0.0%
Waukon	0	0	0	0	0	0	0	0	0.0%
Waverly	0	0	0	0	0	0	0	0	0.0%
Webster City	0	0	0	0	0	0	0	0	0.0%
Wellman	153	164	317	0	317	0	317	709	-55.3%
Wellsburg	0	0	0	0	0	0	0	0	0.0%
West Branch	1,289	1,343	2,632	0	2,632	0	2,632	1,845	42.7%
West Des Moines	10	5	15	0	15	0	15	8	87.5%
West Liberty	803	874	1,677	0	1,677	0	1,677	2,165	-22.5%
West Point	0	0	0	0	0	0	0	0	0.0%
What Cheer	0	0	0	0	0	0	0	1	-100.0%
Williamsburg	120	146	266	0	266	0	266	597	-55.4%
Wilton	223	345	568	0	568	0	568	569	-0.2%
Winfield	37	0	37	0	37	0	37	25	48.0%
Winterset	0	0	0	0	0	0	0	0	0.0%
Winthrop	0	0	0	0	0	0	0	0	0.0%
Wyoming	0	0	0	0	0	0	0	0	0.0%
Zearing	0	0	0	0	0	0	0	0	0.0%
Undefined Open Access	11	21	32	0	32	0	32	24	33.3%
Total Recip/Open Access	27,988	24,647	52,635	0	52,635	0	52,635	58,809	-10.5%
<hr/>									
Total Circulation	313,347	293,180	606,214	0	606,214	0	606,527	603,364	0.5%
(including E-Downloads, not in-house)									

Director’s Report

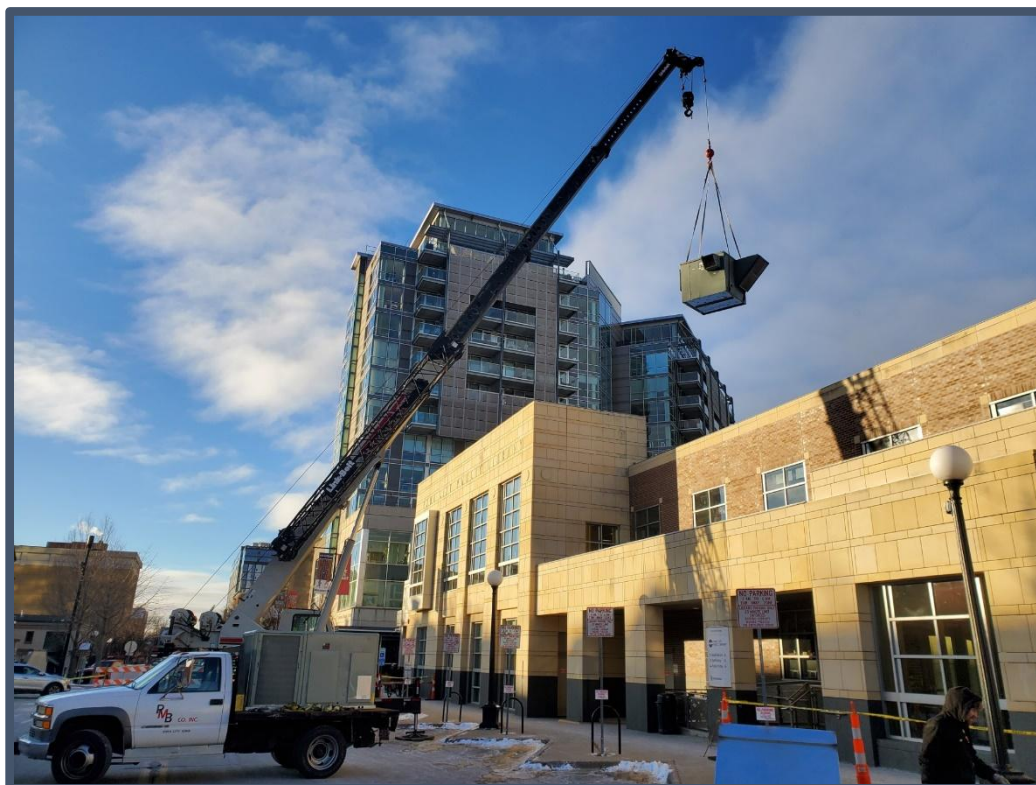
Prepared for the January 23, 2024
Meeting of the Library Board of Trustees
Elsworth Carman, Library Director

FY26 Budget Work Session

A City Council Budget Work Session was held on January 13th. The session included an introduction and budget landscape overview from City Manager Geoff Fruin (video available here: <https://www.youtube.com/watch?v=0lbReFVNOcU>) and brief budget presentations from department heads. I appreciated the opportunity to share a summary of the library’s structure and operations, provide service highlights from FY24, identify upcoming challenges and opportunities, and discuss our budget requests for FY26. Council members asked a few questions about the library, including our response to social service needs and current support from the Friends Foundation.

HVAC Unit Replacement

On January 6, one of the library’s rooftop HVAC units was replaced. A compressor in the 22-year-old unit failed in August, and after considering all repair and replacement options, we elected to replace the unit (the new equipment uses new “new” cooling agent 134A). Installation required a crane (pictures) and S. Linn Street was temporarily closed to accommodate the work (full street access was available by the time the library opened). A wireless antenna was installed as part of the unit’s communication system, and as remaining units are replaced (over the next several years), they will be added to the new system. Brad Gehrke and his team did an exceptional job managing this project.



Leadership Team Retreat

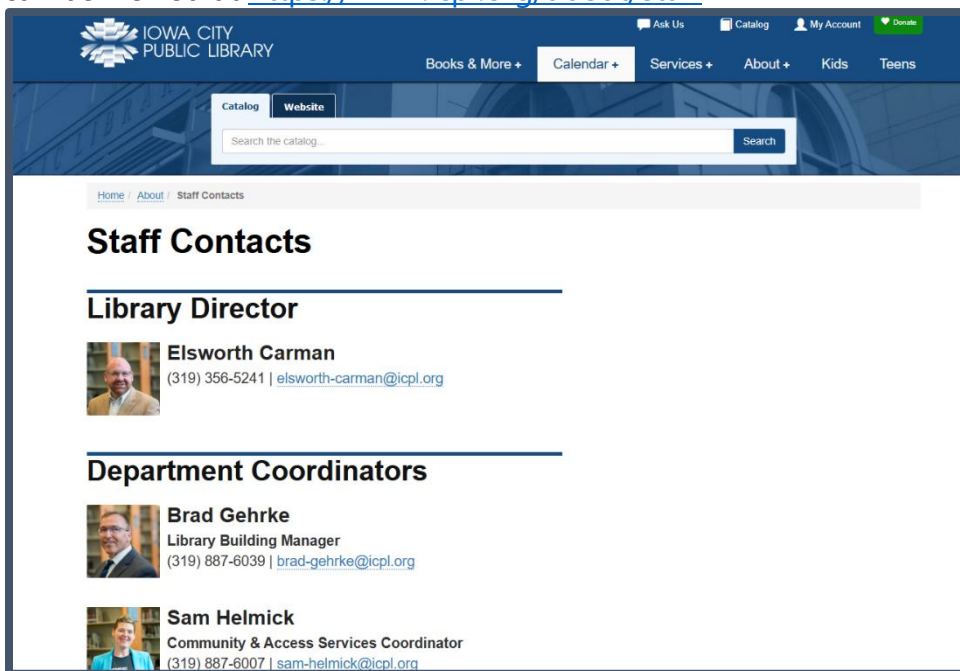
The leadership team met at the Iowa City Airport for a two-day retreat on January 9th and 10th. Our agenda included both action-based items (like prioritizing aspects of the FY26 CIP) and strategic discussion (like library values and principles), and both days were full of productive conversation and planning. This is the second year the leadership team has met offsite for a retreat and it is so impactful to have time to work on large-scale projects and to connect outside of our regular work environment. I am grateful to the Coordinators for the energy they brought to the retreat and thankful to all library staff for keeping things running while we were away; I truly value that our organizational culture supports this kind of intentional, collaborative work.

Initial Meeting with Parks and Recreation About Service Delivery

On January 14th, Brad Gehrke, Jason Paulios, and I met with Parks and Recreation leadership to talk about our services for and with unhoused patrons. This initial meeting covered a comparison of documented needs, current services, and ways related issues are documented, and it was really interesting to learn more about how our services currently align. We also discussed ways that our departments could collaborate in the future. We plan to bring the Senior Center and Transit into the conversation and will be scheduling a larger discussion soon; I look forward to identifying ways we can work together and exploring options for coordinating policies related to service delivery and behavior management.

Updates to “Staff Contacts” Webpage

We recently made some updates to the “Staff Contacts” page on our website. Previously, this page included pictures of eight of the members of the leadership team from various stages of our careers and in an assortment of environments, and a summary of our educational and professional backgrounds. We updated the pictures with current images, taken in the library; added the ninth member of the leadership team; and removed the biographical information. The update makes our contact information easier to find and is reflective of current trends in public library websites. The webpage can be viewed at <https://www.icpl.org/about/staff>



Adult Services Department Report

Prepared for the January 23, 2025

Meeting of the Iowa City Public Library Board of Trustees

Jason Paulios, Adult Services Coordinator

Wintering Together

The core adult programming team—Beth, Candice, and Stacey—drew inspiration from Katherine May’s book, *Wintering*, to create a series of events for January and February focused on mental health during this isolating time of year. May wrote, “We must learn to invite the winter in. We may never choose to winter, but we can choose how.” Following May’s guidance, they designed various opportunities for engagement, connection, and even celebration during these long, cold nights. Events include passive programming like cozy reading with cocoa on Monday mornings, a book discussion centered around May’s *Wintering*, as well as hands-on creative activities such as fiber arts hangouts, candle making, and winter-inspired writing prompts. The advertising flyer has been well-received, and registration slots are filling up quickly!

Event Feedback

Stacey received the following comments after promoting her second Book Club Matchmaking event from early January:

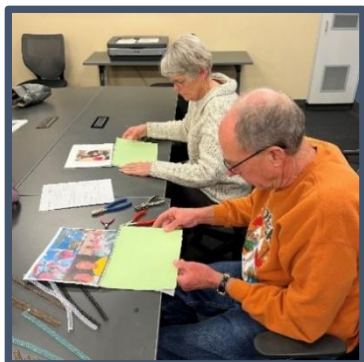
“I was so pleased with the earlier event! I ended up in two separate book clubs, both of which have met consistently, and I’m very happy. Thank you for planning and hosting - I’m very grateful to ICPL and the surrounding community.”

“I attended the first book club event and am in a book club that has met once monthly since! It’s been great to meet up and talk about the book and also get to know people in IC (I moved here pretty recently). Just wanted to say thanks for hosting the first event and I hope the second one goes well!”

“I’ve been meaning to email you and thank you for organizing the first event. I joined two different book clubs from the event and they have each met at least twice so far! One of my groups even did a puzzle exchange for the holidays. It was so nice to connect with other people

looking for similar things and I really appreciate you setting it all up! I’m also so glad to hear you’re doing another session because I’ve had friends wishing that they attended the first one, haha!”

This was a new program offering and it was gratifying to hear that the goals of the program were met!



Participants of December 2024 "Make a 2025 Calendar in Canva"

Community & Access Services Department Report

Prepared for the January 23, 2025

Meeting of the Library Board of Trustees

Sam Helmick, Community & Access Services Coordinator

ICPL Inservice Day

On December 13, our staff participated in a dynamic and enriching Inservice day designed to strengthen our understanding of trauma-sensitive services, ethics, and the evolving role of technology in libraries. The day began with a session by Harmony Linden on “Trauma-Sensitive Services: Enhancing Safety for Library Patrons and Staff,” where participants explored how to create supportive environments for both patrons and staff. This was followed by a hands-on LEGO Serious Play workshop with Sam Helmick, designed to foster collaboration and reflection. Jennie Garner, Director of North Liberty Community Library, then led a session on “Building Trust through Candor and Crucial Conversations,” drawing from the book *Speed of Trust*.

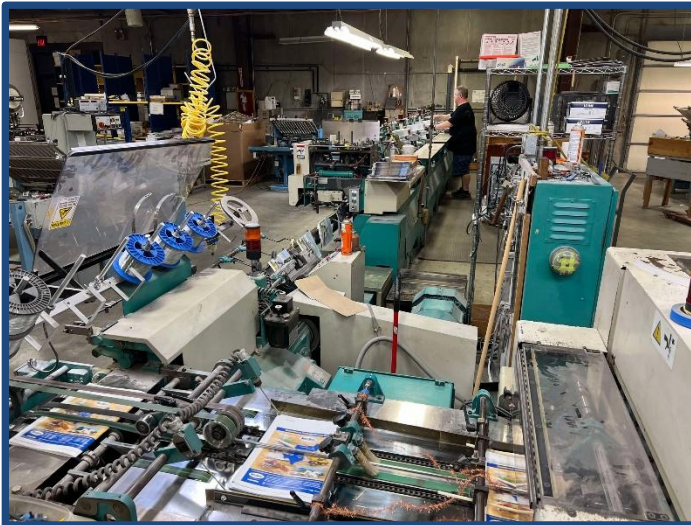
The afternoon session, “The Impact of AI: Ethics & Considerations for Libraries,” led by Dr. Brandy McNeil, explored the ethical challenges and opportunities surrounding the use of AI, particularly tools like ChatGPT, in libraries. Dr. McNeil’s presentation provided an overview of the evolving landscape of technology and its implications for library services. I would like to extend my gratitude to Katie Roche for her leadership as Chair, the Inservice Committee for their hard work in organizing this event, and the Board of Trustees for their ongoing support of staff learning and professional development opportunities. The knowledge gained at this year’s event will undoubtedly enhance the services we provide and further our mission of supporting our community.



Partnerships/Staff Development (TruArt Tour)

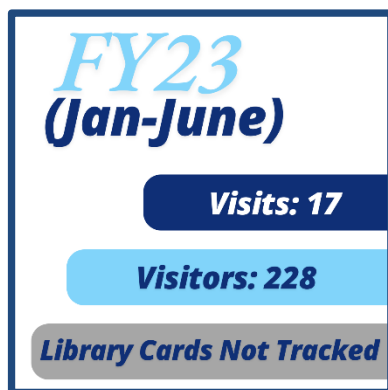
As part of our ongoing efforts to enhance promotional materials for library programming and

outreach, the marketing and PR staff recently toured a local business specializing in custom printing. The tour provided valuable insights into the process of creating high-quality, specialized materials that effectively capture the attention of our community. During the visit, staff learned about various printing techniques, paper options, and design considerations, which will help elevate the library’s promotional materials for events, programs, and initiatives. This hands-on experience not only strengthened our understanding of the production process but also fostered a deeper collaboration with local vendors, ensuring that future library outreach efforts are both visually appealing and impactful.



Outreach

CommUnity outreach is going very well. Every time Hiedi Kuchta visits, she takes a selection of donated books for people to browse and take, many giveaways to support our array of services for all ages, and passive crafts/goodies (coloring sheets to take, pipe cleaner bracelets, temporary tattoos, koozies, pens, etc). It is also an opportunity for folks to sign up for library cards and seek help with library apps or ask general library questions.



Displays

The themes of the winter displays in the library reflect a variety of interests that resonate with current community conversations and needs. For instance, the *Cozy Mysteries* display taps into the growing desire for comfort and nostalgia, especially during the winter season. Cozy mysteries offer a warm,

escape-from-reality reading experience that aligns well with the *Winter Wellness* theme, which highlights mindfulness and personal well-being. Similarly, the *Foodie Fiction* display speaks to the community's passion for food culture, from chefs to restaurants, creating an inviting space for culinary enthusiasts and fiction lovers alike.

On the other hand, the *Nordic Noir* display introduces a more intense genre, reflecting the growing global interest in international crime fiction and Nordic culture. Meanwhile, the *National Book Award: Winners & Finalists* shelf offers a platform for discussions on contemporary literature, celebrating outstanding authors and fostering conversations about the importance of diverse storytelling.

Recently, the library automated the process by which to request a public display space. The public can now apply for community display space on the Library website. Before, this process included a PDF file that staff would email to individuals who had expressed interest. This update improves knowledge and access to this service and created multiple efficiencies for staff.

ICPL Bookmobile

The ICPL Bookmobile has two new stops for its Winter/Spring 2025 schedule, expanding reach to the Lone Tree Health Care Center and FeatherStone at Hickory Hill. These additions are part of the library's ongoing efforts to bring services directly to more members of the community, ensuring access to books, resources, and technology for all.

We will carefully track circulation, and door counts at these new stops in addition to the staff-side, online tool for patron feedback. This system helps the team tailor collections to the specific interests and needs of patrons by identifying popular materials and gathering heartwarming messages.



For example, one patron at Waterfront HyVee expressed, "Another example of Iowa City's finest, I'll spread the word!" Another at Community and Family Resources shared, "We really appreciate you guys," while a grateful visitor at recent Farmers Market exclaimed, "Thank you for this service! May I take pictures to send to Taiwan to show how this service should be provided?" These positive remarks are a testament to the library's impact, as it continues to foster connections across our community.

Development Department Report

Prepared for January 23, 2025

Meeting of the Library Board of Trustees

Katie Roche, Development Director



Introducing “Bright Future”

The Iowa City Public Library Friends Foundation is organizing "Bright Future: Celebrating the Iowa City Public Library," an after-hours fundraising event scheduled for Friday, April 11, 2025, from 7:30 to 10:00 PM at the Iowa City Public Library. This event aims to foster appreciation and support for the Library.

Event Web Address: <https://supporticpl.org/bright-future>

Event Details

- **Registration and Silent Auction:** The evening will commence in Meeting Room A, where attendees can register while enjoying live piano music. Guests will have the opportunity to bid on various packages in a silent auction.
- **Main Event:** Just prior to the Library's closure at 8:00 PM, there will be a welcome address and acknowledgment of sponsors. Attendees can then explore the Library, experiencing it in a new light. The event will feature food and drink stations throughout the premises, along with pop-up performances, live music, readings, and other engaging activities. This setup encourages mingling and offers insights into how donor support can enhance the Library's resources and services.

Sponsorship and Support

The event is presented by the Iowa City Public Library Friends Foundation and is sponsored by The James Investment Group, LLC. Efforts are ongoing to expand the list of sponsors to enhance the event's success.

In recognition of sponsorship commitment, we will offer complimentary tickets commiserate with level of support, prominent branding opportunities, networking, and significant visibility throughout the sponsorship period. Sponsorship will also create complimentary community tickets to be distributed to members of our community who might experience barriers to participation, further demonstrating that the Library is for everyone!

For sponsorship information, please visit: bit.ly/BrightFutureSponsor

Alcohol in the Library

ICPLFF will be working with a caterer for the event who will be able to provide a license to serve alcohol. Depending on board approval, a variety of drinks will be available at the event, including libations. The request to the board will be in the next board packet in compliance with the ICPL Alcohol in the Library Policy.

Staffing and Volunteer Support

The Development Department is working with ICPL Leadership to ensure that staff are stationed throughout the ICPL during the event, as departmental experts, lobby greeters, and more. Volunteer support will also be provided, helping with checking in attendees, supervising the silent auction, and more.

Fundraising Goal

"Bright Future: Celebrating the Iowa City Public Library" represents a significant opportunity to engage the community, showcase ways to support the Library's offerings, and secure essential funding for future initiatives. The event promises an evening of entertainment, education, and community building, all in support of the Library's mission.

The goal for this event is to raise \$10,000.

Confirmed Sponsors

- James Investment Group, LLC: \$4,000
 - Costco: \$100
- = \$4,100

Ticket Sale Goal

200 tickets at \$50 = \$10,000

Iowa City Public Library Announces Temporary Closure of Linn Street and Adjacent Sidewalk for HVAC Maintenance

City of Iowa City sent this bulletin at 01/03/2025 02:07 PM CST

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FOR IMMEDIATE RELEASE

Date: 01/03/2025

Contact: Sam Helmick, Community and Access Services Coordinator

Phone: 319-887-6007

Iowa City Public Library announces temporary closure of Linn Street and adjacent sidewalk for HVAC maintenance

The Iowa City Public Library will undergo essential HVAC maintenance on Monday, January 6, 2025, necessitating the temporary closure of South Linn Street and the sidewalk in front of the Library from 7 a.m. to approximately noon.

During this time, a crane will be positioned to facilitate the replacement of the Library's air conditioning unit.

Access and Services:

- **Sidewalk Access:** The Ped Mall sidewalk on the west side of the building and external book drop access on South Linn Street will remain available.
- **Public Parking:** Library parking spots on South Linn Street will be unavailable during the maintenance period.
- **Library Hours:** The Library will maintain its regular operating hours during this maintenance.

Weather Contingency: This maintenance is weather-dependent. In the event of inclement weather, the work will be rescheduled, and updates will be provided accordingly.

We appreciate the community's understanding and cooperation as we undertake this necessary maintenance to enhance our facility's comfort and efficiency.

For further information or inquiries, please contact Community and Access Services Coordinator, Sam Helmick, at the Iowa City Public Library at (319) 356-5200 or visit our website at www.icpl.org.

About Iowa City Public Library: The Iowa City Public Library is a center of community life that connects people of all ages with information, engages them with the world of ideas and with each other, and enriches the community by supporting learning, promoting literacy, and encouraging creativity.

Contact: Iowa City Public Library 123 South Linn Street, Iowa City, IA 52240

Phone: (319) 356-5200

Email: info@icpl.org

Website: www.icpl.org

The Gazette

[Photos: Kids celebrate the new year at noon in Iowa City](https://www.thegazette.com/photos/photos-noon-year-eve-celebration-at-the-iowa-city-library/)

By Savannah Blake | December 31, 2024 2:47 PM, Updated Dec. 31, 2024 3:11 PM

<https://www.thegazette.com/photos/photos-noon-year-eve-celebration-at-the-iowa-city-library/>

More than 350 on hand for balloon drop at Iowa City Public Library



Children reach up to grab falling balloons — as their parents smile and film the action — during a Noon Year's Eve celebration on Tuesday at the Iowa City Public Library. (Savannah Blake/The Gazette)



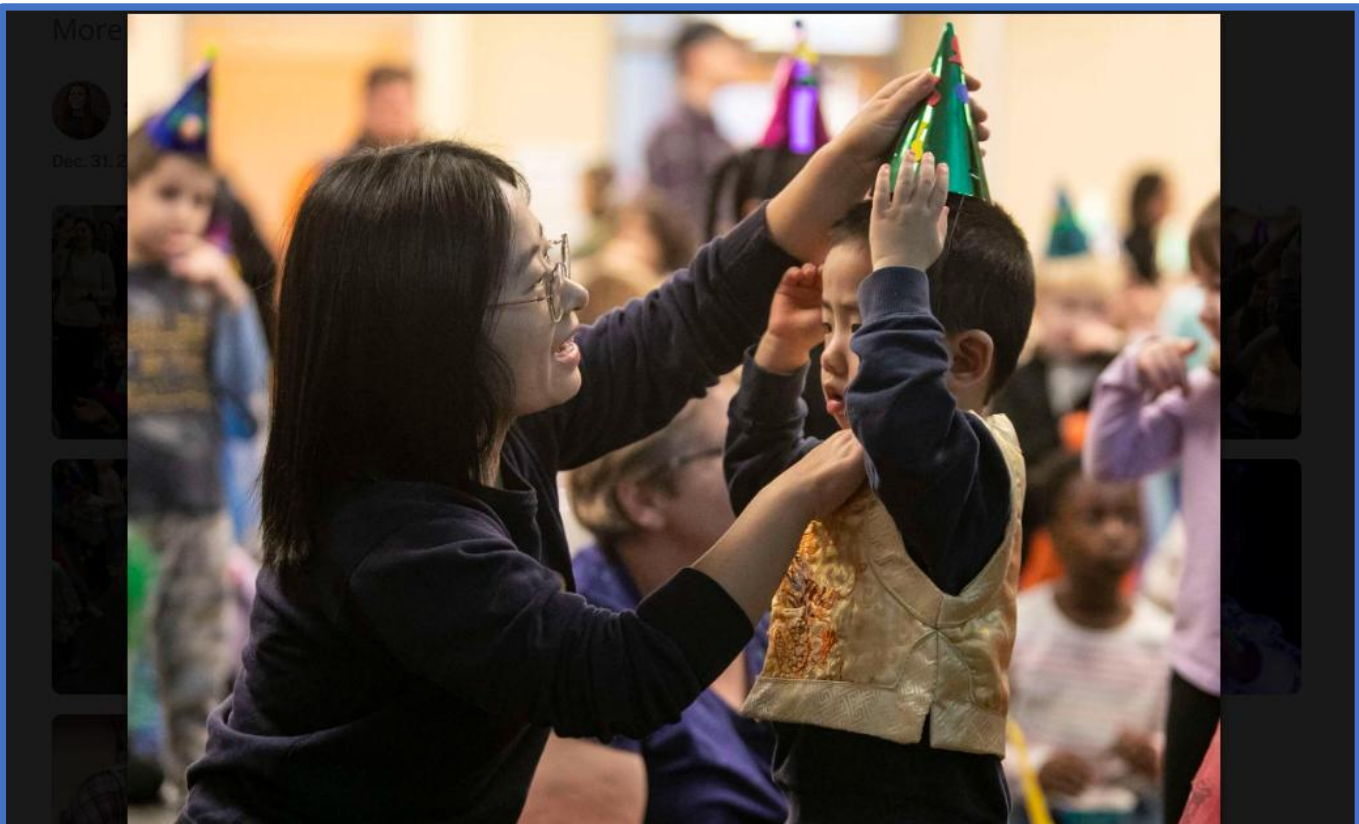
Michala Cox of Iowa City helps her 1-year-old son, Dallas, with the countdown to New Year's during a Noon Year's Eve celebration at the Iowa City Public Library. (Savannah Blake/The Gazette)



A packed room of children and their parents listen to a story Tuesday about New Year's celebrations during a Noon Year's Eve celebration at the Iowa City Public Library. More than 350 people attended. (Savannah Blake/The Gazette)



Owen Petersen, 2, of Iowa City, sports a 2025 party hat while drawing a picture in the glow of a darkened room during a Noon Year's Eve celebration Tuesday at the Iowa City Public Library. (Savannah Blake/The Gazette)



Yali Wang of Coralville helps her 3-year-old son, Jason, put on a party hat before the big balloon drop during a Noon Year's Eve celebration Tuesday at the Iowa City Public Library. (Savannah Blake/The Gazette)



Maya Tallman, 8, of North Liberty, eagerly awaits the balloon drop Tuesday during a Noon Year's Eve celebration at the Iowa City Public Library. (Savannah Blake/The Gazette)



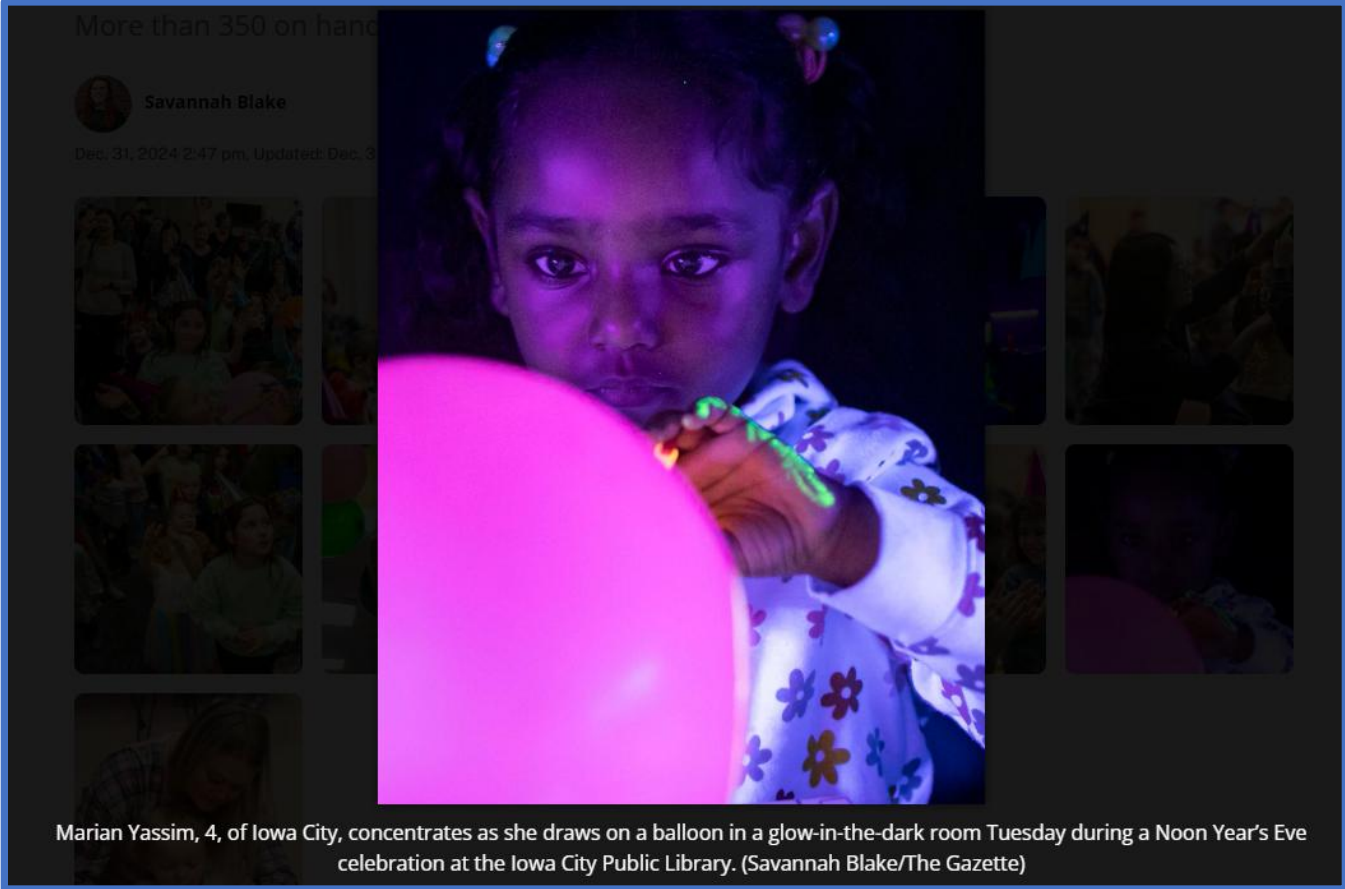
Katie Roche, development director for Friends of the Iowa City Public Library, counts down from 10 before cutting the net for the balloon drop during a Noon Year's Eve celebration Tuesday at the library. (Savannah Blake/The Gazette)



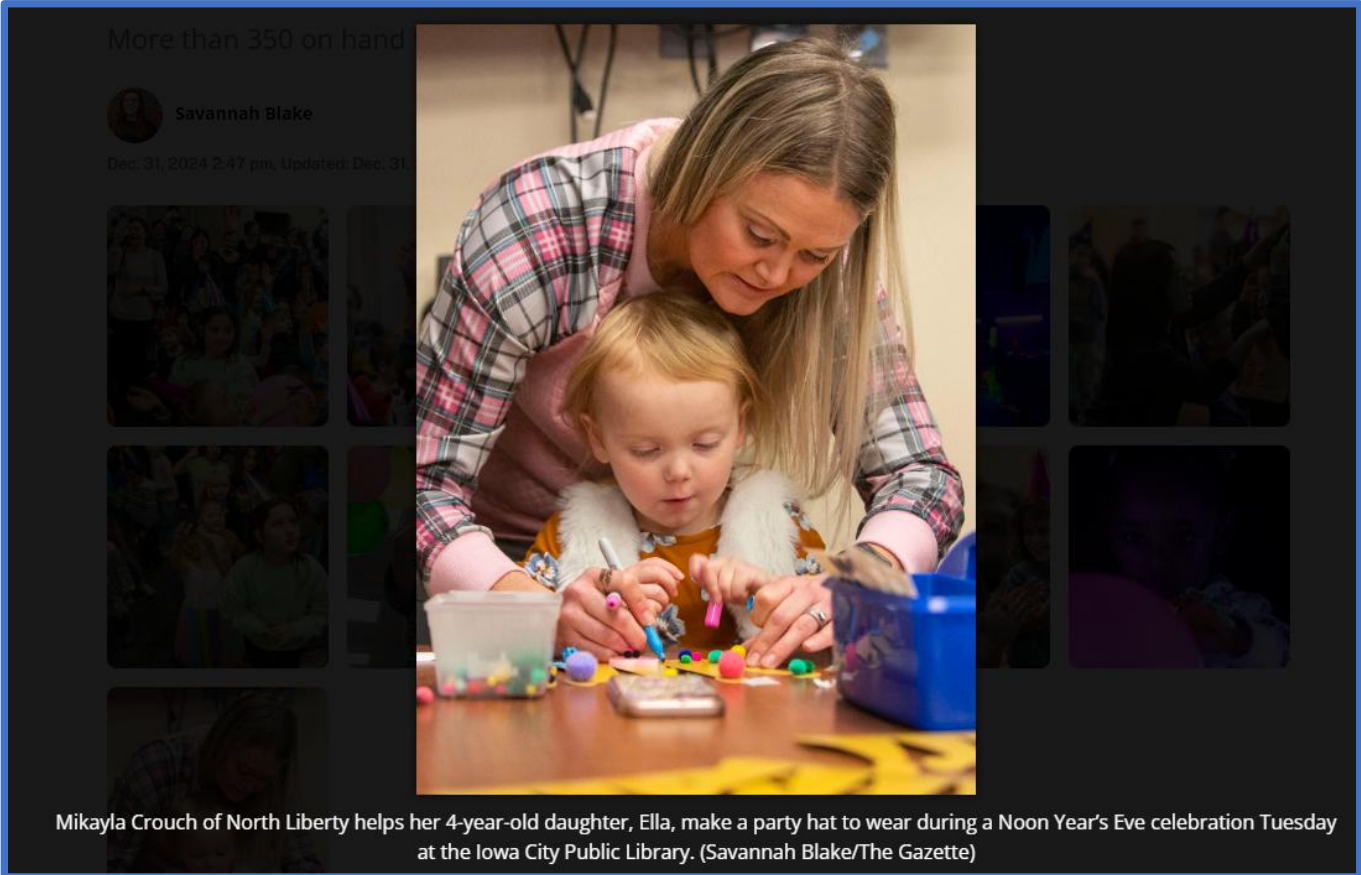
Ana Parrott of Iowa City (middle) reacts as she takes a video of children grabbing balloons Tuesday during a Noon Year's Eve celebration at the Iowa City Public Library. (Savannah Blake/The Gazette)



Lincoln Gomez, 4, of Iowa City, smiles as he sings a song about the New Year with his dad, Javier Gomez, during a Noon Year's Eve celebration Tuesday at the Iowa City Public Library. (Savannah Blake/The Gazette)



Marian Yassim, 4, of Iowa City, concentrates as she draws on a balloon in a glow-in-the-dark room Tuesday during a Noon Year's Eve celebration at the Iowa City Public Library. (Savannah Blake/The Gazette)



Mikayla Crouch of North Liberty helps her 4-year-old daughter, Ella, make a party hat to wear during a Noon Year's Eve celebration Tuesday at the Iowa City Public Library. (Savannah Blake/The Gazette)

LITTLE VILLAGE

Antidotes to the Winter Blues
 Candice Smith | Issue 336, January 2025
<https://littlevillagemag.com/lv-january-2025/>

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Fully Booked

Antidotes to the Winter Blues

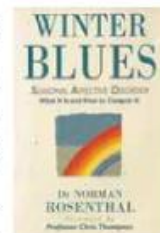
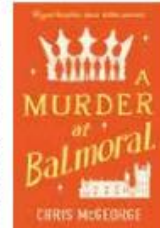
Winter is a wonderful time to cozy up with a good book. Here are some titles that help to elucidate the parts of winter that can be comforting, strengthening and rejuvenating for mind, body and soul.

There are several books at the Iowa City Public Library that focus on the opportunities that winter provides for finding solace in the quiet—going inward, slowing down and removing oneself from the chaos of our everyday world. These include *Wintering: The Power of Rest and Retreat in Difficult Times* by Katherine May, *How to Winter: Harness Your Mindset to Thrive on Cold, Dark, or Difficult Days* by Kari Leibowitz and *Winterlust: Finding Beauty in the Fiercest Season* by Bernd Brunner. Other titles that relate to winter and that focus on nature include *Weathering Winter: A Gardener's Daybook* by Carl Klaus and *Winter World: The Ingenuity of Animal Survival* by Bernd Heinrich.

Then, there are the "hygge" books! Hygge (hyoo-guh), a word that's hard to pronounce but easy to love, denotes a Danish and Norwegian concept all about enjoying the small comforts in life, an. You might look for these books to help you find and create your coziest winter yet: *Making Winter: A Hygge-Inspired Guide for Surviving the Winter Months* by Emma Mitchell; *The Book of Hygge: The Danish Art of Contentment, Comfort, and Connection* by Louisa Brits and *How to Hygge: the Nordic Secrets to a Happy Life* by Signe Johansen. Sweeten it up a bit with *Scandikitchen: Fika & Hygge, Comforting Cakes and Bakes from Scandinavia with Love* by Bronte Aurell and *Scandinavian Comfort Food: Embracing the Art of Hygge* by Trina Hahnemann.

If you find that you need a little more excitement in your cozy reading, switch it up with some mystery! In each of these books, the snowy weather plays a large role, creating havoc and blocking escape: *One by One* by Ruth Ware, *Snowblind* by Ragnar Jonasson; *Murder on the Orient Express* and *Midwinter Murder: Fireside Tales from the Queen of Mystery* by Agatha Christie, *A Murder at Balmoral* by Chris McGeorge, *City Under One Roof* by Iris Yamashita, and last but definitely not least, *Snow* by John Banville.

Finally, if you struggle with the season and need some help, you're not alone: titles such as *Winter Blues: Everything You Need to Know to Beat Seasonal Affective Disorder* by Norman Rosenthal are waiting to be checked out and of use. Additionally, ICPL has an upcoming series of programs for adults, aimed at creating connections during the season: Look for the Wintering Together programs at icpl.org/ calendar to find out more! *lv*



—Candice Smith

Iowa City Public Library Board of Trustees

Meeting Minutes

December 19, 2024
 2nd Floor – Boardroom
 Regular Meeting - 5:00 PM

DRAFT

Tom Rocklin - President	Bonnie Boothroy	Robin Paetzold
DJ Johnk – Vice President	Joseph Massa	John Raeburn
Hannah Shultz-Secretary	Claire Matthews	Dan Stevenson

Members Present: Bonnie Boothroy, Joseph Massa, John Raeburn, Tom Rocklin, Hannah Shultz, Dan Stevenson.

Members Absent: DJ Johnk, Claire Matthews, Robin Paetzold.

Staff Present: Elsworth Carman, Sam Helmick, Anne Mangano, Brent Palmer, Jason Paulios, Angie Pilkington, Katie Roche, Jen Royer.

Guests Present: None.

Call Meeting to Order. Rocklin called the meeting to order at 5:03 PM. A quorum was present.

Approval of December 19, 2024 Board Meeting Agenda. Shultz made a motion to approve the December 19, 2024 Board Meeting Agenda. Boothroy seconded. Motion passed 6/0.

Public Discussion. None.

Items to be Discussed.

Policy Review: 501 Authority for Administration of Personnel Policies for Library Employees. Rocklin said this policy helps explain the relationship between the Library and the City. Massa made a motion to approve Policy 501: Authority for Administration of Personnel Policies for Library Employees. Raeburn seconded. Motion passed 6/0.

Policy Review: 103 Membership in Professional Organizations. Carman noted that Rocklin identified Greater Iowa City should have "Inc.". Shultz noted the library pays for half of memberships and asked if it was a budget decision. Royer said it was tied to budget and policy history. Carman said depending on the year staff could outpace the budget. There was discussion about how the University of Iowa pays for professional memberships. Massa made a motion to approve the proposed changes to Policy 103 Membership in Professional Organizations. Shultz seconded. Motion passed 6/0.

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

Review: FY25 Holiday Calendar. Rocklin noted the request to close early on February 20, 2025. Carman said this would be an opportunity for training with other corridor library staff. The training begins with a keynote presentation in the morning and breakout sessions in the afternoon for staff collaboration that do similar work. Carman said the Iowa Library Association (ILA) conference is the only time these groups regularly get together. Carman said there is cross-over in regional library work, and it would be nice to get the different groups together. All participating libraries will contribute financially to the event and Cedar Rapids Public Library will provide the facility. Carman said staff who attend the training will be offsite all day and asked to close the library early at 6 pm so public service point shifts can be consolidated. Rocklin asked how many staff members would attend. Carman said 20-23. Carman noted ICPL is the only library in the corridor not closing for the day; Carman felt keeping some service in the region available was important. Carman polled staff for their interest in attending the optional training and there were a number who preferred to work at ICPL. Stevenson thought this was great and would love to have a similar opportunity in his own profession. Carman said depending on how it goes he may ask again next year. Raeburn asked if other libraries are closed for President's Day and noted ICPL does not. Mangano said it was an AFSCME change. The library used to have holiday hours on President's Day and when Juneteenth was adopted, they opted to not have them. Boothroy said regional collaboration is a great idea and she liked the solution to keep the library open for part of the day. Boothroy shared she supported it. Stevenson made a motion to approve the FY25 Holiday Calendar. Shultz seconded. Motion passed 6/0.

Staff Reports.

Director's Report. Carman shared InService Day was a positive and successful event. Carman thanked the trustees who attended and noted staff did a great job staying engaged. Carman said it is a meaningful opportunity to learn together.

Carman noted his report highlighted post-holiday tech help and mentioned that the library does tech support all the time, and library staff are tremendously patient and knowledgeable in the Digital Media Lab, and all service points.

Carman noted the Public Libraries of Johnson County Legislator Reception went well. The legislators who came are supporters of libraries and were curious to learn more. Carman said it is always a good experience to share library work being done and is good practice in engaging with legislators. Carman shared next year it will be hosted by the Iowa City Public Library. Boothroy asked if legislators identified any issues they anticipate coming up in regards to library services or libraries. Carman shared this was discussed and there was assumption that some of the failed legislation from the last session will be brought back. Carman said that tax reform is on everyone's mind and the impact it will have on municipal budgets, and then within that to libraries. Carman said the intersection of those dollars going down and further legislation against library service will create a very different environment for library services in Iowa.

Departmental Reports: Children's Services. Pilkington thanked Johnk for a tote of trains and tracks, and shared it was a big hit.

Collection Services. Mangano shared the Adventure Pass program is suspended and the State Library is searching for an alternative reservation system. Rocklin asked if it is a selection question. Mangano

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

agreed.

IT. None.

Development Report. Roche gave a fundraising update. At the time of the January Board report release \$36,000 had been raised, since then \$53,000 of the \$85,000 had been raised. Roche said the number of new donors has expanded. Roche said her team has been trying to reactivate donors who haven't donated since 2017 and many are returning. Rocklin shared he recently heard that about 20% of new donors give again in the next year and asked what things make donors more likely to give again the next year. Roche said thanking them and making sure they get their tax letter in a timely way. Roche said the donor list has been divided into tiers for additional contact with donors.

President's Report. Rocklin shared that he attended InService Day and it was impressive. Rocklin said staff were highly engaged.

Announcements from Members. None.

Committee Reports.

Advocacy Committee. None.

Finance Committee. None.

Foundation Members. None.

Communications.

News Articles. None.

Consent Agenda. Boothroy made a motion to approve the Consent Agenda. Shultz seconded. Motion passed 6/0.

Set Agenda Order for January Meeting. Rocklin said the January meeting will review the strategic plan update, 2nd quarter finances and statistics, and departmental reports. In February the Library Director evaluation will be held.

Adjournment. Rocklin adjourned the meeting at 5:23 pm.

Respectfully submitted,

Jen Royer

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
10550110								Library Administration	
10550110 432030								Financial Services & Charges	
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	274.69 122024	308333	J Royer Visa 12/22/	
						ACCOUNT TOTAL		274.69	
10550110 432080								Other Professional Services	
017188 MCNEIL VENTURES INC	121324	0	2025 6	INV	P	1,050.00 122024	308362	Admin/Inservice Day	
017221 LINDEN, HARMONY	121324	0	2025 6	INV	P	150.00 122024	308357	Admin/Inservice Day	
						ACCOUNT TOTAL		1,200.00	
10550110 436030								Transportation	
010199 HILLS BANK AND TRUST	1222243230	0	2025 6	INV	P	712.43 122024	308334	E Carman Visa 12/22	
						ACCOUNT TOTAL		712.43	
10550110 436050								Registration	
010199 HILLS BANK AND TRUST	1222243230	0	2025 6	INV	P	450.00 122024	308334	E Carman Visa 12/22	
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	395.00 122024	308333	J Royer Visa 12/22/	
						845.00			
						ACCOUNT TOTAL		845.00	
10550110 445140								Outside Printing	
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	54.94 122024	308333	J Royer Visa 12/22/	
						ACCOUNT TOTAL		54.94	
10550110 449060								Dues & Memberships	
012680 IOWA LIBRARY ASSOCIA	10577	0	2025 6	INV	P	30.00 122724	308644	Admin/ILA Trustee M	
						ACCOUNT TOTAL		30.00	
10550110 449280								Misc Services & Charges	
000111 Julie Blair	120524	0	2025 6	INV	P	22.50 122024	308356	Admin/Found Library	
						ACCOUNT TOTAL		22.50	
10550110 452010								Office Supplies	
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	529.55 122024	308333	J Royer Visa 12/22/	
						ACCOUNT TOTAL		529.55	
10550110 469210								First Aid/safety Supplies	
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	15.84 122024	308333	J Royer Visa 12/22/	
						ACCOUNT TOTAL		15.84	
10550110 469320								Miscellaneous Supplies	

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6										
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	278.48 122024	308333	J Royer Visa 12/22/		
010522 COPY SYSTEMS INC	IN542458	0	2025 6	INV	P	63.64 121324	52933	Admin/Mail Machine		
010522 COPY SYSTEMS INC	IN544466	0	2025 6	INV	P	214.23 121324	52933	Admin/Ink for Mail		
						277.87				
						ACCOUNT TOTAL			556.35	
10550110 469360						Food and Beverages				
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	272.19 122024	308333	J Royer Visa 12/22/		
011962 JAVA HOUSE	1001881	0	2025 6	INV	P	193.00 121324	308190	Admin/Inservice Day		
016659 ESTELA'S FRESH MEX	000706	0	2025 6	INV	P	1,134.50 121324	308163	Admin/Inservice Day		
						ACCOUNT TOTAL			1,599.69	
						ORG 10550110 TOTAL			5,840.99	
10550121						Library Bldg Maint - Public				
10550121 438030						Electricity				
010319 MIDAMERICAN ENERGY	561032936	0	2025 6	INV	P	6,037.66 122024	52998	123 S LINN ST		
						ACCOUNT TOTAL			6,037.66	
10550121 438070						Heating Fuel/Gas				
010319 MIDAMERICAN ENERGY	561032936	0	2025 6	INV	P	2,565.15 122024	52998	123 S LINN ST		
						ACCOUNT TOTAL			2,565.15	
10550121 442010						Other Building R&M Services				
010187 HARGERS ACOUSTICS IN	3444	0	2025 6	INV	P	628.00 121324	308176	FAC/Material and La		
010262 IOWA WORKFORCE DEVEL	315404	0	2025 6	INV	P	175.00 122724	308645	FAC/Operating Permi		
010262 IOWA WORKFORCE DEVEL	315405	0	2025 6	INV	P	175.00 122724	308645	FAC/Operating Permi		
010262 IOWA WORKFORCE DEVEL	315407	0	2025 6	INV	P	175.00 122724	308645	FAC/Operating Permi		
						525.00				
010821 MIDWEST ALARM SERVIC	473736	0	2025 6	INV	P	1,078.52 121324	308210	FAC/Service calls,		
010821 MIDWEST ALARM SERVIC	477695	0	2025 6	INV	P	692.80 121324	308210	FAC/Installed At&t		
						1,771.32				
016413 BED BUG CATCHER	3051	0	2025 6	INV	P	750.00 121324	308135	FAC/Bed bug inspect		
016722 PROFESSIONAL WINDOW	3831	0	2025 6	INV	P	150.00 121324	308231	FAC/Window cleaning		
						ACCOUNT TOTAL			3,824.32	
10550121 442020						Structure R&M Services				

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
010823	SCHUMACHER ELEVATOR	16004753	0	2025 6	CRM	P	-385.00	120624	52908	Elevator Maintenanc	
010823	SCHUMACHER ELEVATOR	90618361	0	2025 6	INV	P	625.21	121324	52959	Elevator Maintenanc	
010823	SCHUMACHER ELEVATOR	90628987	0	2025 6	INV	P	575.00	121324	52960	Elevator Maintenanc	
010823	SCHUMACHER ELEVATOR	90632097	0	2025 6	INV	P	575.00	120624	52908	Elevator Maintenanc	
							1,390.21				
							ACCOUNT TOTAL				1,390.21
10550121	442030			Heating & Cooling R&M Services							
010392	RMB CO INC	15810	0	2025 6	INV	P	5,615.51	121324	52957	FAC/Heat and toilet	
							ACCOUNT TOTAL				5,615.51
10550121	442060			Electrical & Plumbing R&M Srvc							
010171	GERARD ELECTRIC INC	13038	0	2025 6	INV	P	95.00	121324	308167	FAC/Reinstalled fix	
							ACCOUNT TOTAL				95.00
10550121	445030			Nursery Srvc-Lawn & Plant Care							
010181	GREENERY DESIGNS	4369	0	2025 6	INV	P	78.00	121324	308173	CAS/Interior plants	
							ACCOUNT TOTAL				78.00
10550121	445330			Other Waste Disposal							
013663	REPUBLIC SERVICES OF	0897-001039101	0	2025 6	INV	P	89.48	121324	308234	Refuse & Recycling	
							ACCOUNT TOTAL				89.48
10550121	449160			Other Rentals							
010627	CINTAS CORPORATION	4212285434	0	2025 6	INV	P	223.25	121324	308147	FAC/Sanitary suppli	
010627	CINTAS CORPORATION	4213807934	0	2025 6	INV	P	223.25	122724	308610	FAC/Sanitary Suppli	
							446.50				
							ACCOUNT TOTAL				446.50
10550121	452040			Sanitation & Indust supplies							
010290	LENOCH AND CILEK ACE	376411/3	0	2025 6	INV	P	1,291.37	121324	308203	FAC/Sanitary suppli	
010290	LENOCH AND CILEK ACE	376422/3	0	2025 6	INV	P	29.99	121324	308203	FAC/Trash bags	
							1,321.36				
010627	CINTAS CORPORATION	4212285434	0	2025 6	INV	P	412.91	121324	308147	FAC/Sanitary suppli	
010627	CINTAS CORPORATION	4213807934	0	2025 6	INV	P	330.62	122724	308610	FAC/Sanitary Suppli	
							743.53				
							ACCOUNT TOTAL				2,064.89
10550121	469190			Minor Equipment							
010199	HILLS BANK AND TRUST	1222243248	0	2025 6	INV	P	440.48	122024	308333	J Royer Visa 12/22/	

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION		
			ACCOUNT TOTAL		440.48				
10550121 469320			Miscellaneous Supplies						
010199 HILLS BANK AND TRUST 1222243248		0	2025 6 INV P		98.63	122024	308333 J Royer Visa 12/22/		
			ACCOUNT TOTAL		98.63				
			ORG 10550121 TOTAL		22,745.83				
10550140			Library Computer Systems						
10550140 438140			Internet Fees						
014293 IMON COMMUNICATIONS 3838754		0	2025 6 INV P		253.00	121324	308181 Internet Services		
			ACCOUNT TOTAL		253.00				
10550140 444080			Software R&M Services						
010199 HILLS BANK AND TRUST 1222243305		0	2025 6 INV P		1,751.80	122024	308338 B Palmer Visa 12/22		
			ACCOUNT TOTAL		1,751.80				
10550140 455120			Misc Computer Hardware						
010199 HILLS BANK AND TRUST 1222243305		0	2025 6 INV P		227.12	122024	308338 B Palmer Visa 12/22		
			ACCOUNT TOTAL		227.12				
			ORG 10550140 TOTAL		2,231.92				
10550151			Lib Public Services - Adults						
10550151 469320			Miscellaneous Supplies						
010199 HILLS BANK AND TRUST 1222243271		0	2025 6 INV P		46.61	122024	308335 A Pilkington Visa 1		
010199 HILLS BANK AND TRUST 1222243289		0	2025 6 INV P		169.35	122024	308337 J Paulios Visa 12/2		
					215.96				
			ACCOUNT TOTAL		215.96				
10550151 469360			Food and Beverages						
010199 HILLS BANK AND TRUST 1222243289		0	2025 6 INV P		129.83	122024	308337 J Paulios Visa 12/2		
			ACCOUNT TOTAL		129.83				
			ORG 10550151 TOTAL		345.79				
10550152			Lib Public Services - Children						
10550152 432080			Other Professional Services						
010467 U OF IA 112424		0	2025 6 INV P		200.00	121324	308247 CHI/Nutcracker Stor		
013396 STRUTZ, CURT S 122224		0	2025 6 INV P		475.00	122024	308409 CHI/School's Out: D		
017171 LODH, ANJALI 120224		0	2025 6 INV P		100.00	121324	308205 CHI/Sunday Chess Cl		

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION		
				ACCOUNT TOTAL				775.00	
10550152 469320				Miscellaneous Supplies					
010199 HILLS BANK AND TRUST	1222243271	0	2025 6	INV P	148.33 122024		308335 A Pilkington Visa 1		
				ACCOUNT TOTAL				148.33	
10550152 469360				Food and Beverages					
010199 HILLS BANK AND TRUST	1222243271	0	2025 6	INV P	94.29 122024		308335 A Pilkington Visa 1		
				ACCOUNT TOTAL				94.29	
				ORG 10550152 TOTAL				1,017.62	
10550159				Lib Public Srvs-Comm Access					
10550159 435055				Mail & Delivery					
010468 U S POST OFFICE ACCT	536957	0	2025 6	INV P	6,654.19 121324		308248 Replenish permit #1		
				ACCOUNT TOTAL				6,654.19	
10550159 435059				Advertising					
010114 DAILY IOWAN	2733	0	2025 6	INV P	255.00 121324		308158 CAS/Ads		
				ACCOUNT TOTAL				255.00	
10550159 445140				Outside Printing					
010050 TRU ART	129042011	0	2025 6	INV P	708.00 122024		308415 CAS/3,000 Library C		
				ACCOUNT TOTAL				708.00	
10550159 469320				Miscellaneous Supplies					
010199 HILLS BANK AND TRUST	1222243248	0	2025 6	INV P	340.48 122024		308333 J Royer Visa 12/22/		
010199 HILLS BANK AND TRUST	1222243255	0	2025 6	INV P	17.73 122024		308339 S Helmick Visa 12/2		
								358.21	
				ACCOUNT TOTAL				358.21	
10550159 469360				Food and Beverages					
010199 HILLS BANK AND TRUST	1222243255	0	2025 6	INV P	85.97 122024		308339 S Helmick Visa 12/2		
				ACCOUNT TOTAL				85.97	
				ORG 10550159 TOTAL				8,061.37	
10550160				Library Collection Services					
10550160 445140				Outside Printing					
010373 PIP PRINTING	117998	0	2025 6	INV P	267.06 121324		52956 LIBRARY MATERIALS		
				ACCOUNT TOTAL				267.06	
10550160 445270				Library Material R&M Services					

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6													
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION			
010509 BAKER & TAYLOR INC C	2000551122024V		0	2025 6	INV	P		1,238.18 122024	308302	LIBRARY MATERIALS/P			
010509 BAKER & TAYLOR INC C	2038679215		0	2025 6	INV	P		9.03 121324	308134	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038717218		0	2025 6	INV	P		24.51 122724	308600	LIBRARY MATERIALS			
								1,271.72					
ACCOUNT TOTAL								1,271.72					
10550160 469110	Misc Processing Supplies												
010510 DEMCO INC	7568338		0	2025 6	INV	P		212.46 121324	308160	LIBRARY MATERIALS			
010546 MIDWEST TAPE	506415090		0	2025 6	INV	P		310.94 121324	308213	LIBRARY MATERIALS			
010759 CUSTOM IMPRESSIONS	113742		0	2025 6	INV	P		393.80 121324	308155	LIBRARY MATERIALS			
ACCOUNT TOTAL								917.20					
ORG 10550160 TOTAL								2,455.98					
10550210	Library Children's Materials												
10550210 477020	Books (Cat/Cir)												
010199 HILLS BANK AND TRUST	1222243263		0	2025 6	INV	P		13.83 122024	308336	A Mangelo Visa 12/2			
010509 BAKER & TAYLOR INC C	2038663600		0	2025 6	INV	P		414.15 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038690376		0	2025 6	INV	P		27.42 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038694582		0	2025 6	INV	P		58.20 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038697609		0	2025 6	INV	P		354.16 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038702031		0	2025 6	INV	P		205.03 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038703584		0	2025 6	INV	P		14.36 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038709255		0	2025 6	INV	P		143.39 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038713737		0	2025 6	INV	P		291.59 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038715599		0	2025 6	INV	P		122.53 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038718424		0	2025 6	INV	P		113.03 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038722345		0	2025 6	INV	P		7.19 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038723035		0	2025 6	INV	P		399.76 122024	308302	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038726319		0	2025 6	INV	P		86.24 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038726640		0	2025 6	INV	P		38.99 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038731241		0	2025 6	INV	P		97.45 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038732021		0	2025 6	INV	P		14.36 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038735387		0	2025 6	INV	P		341.31 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038738711		0	2025 6	INV	P		238.18 122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038738966		0	2025 6	INV	P		128.62 122724	308601	LIBRARY MATERIALS			
								3,095.96					
010531 GALE GROUP	85995167		0	2025 6	INV	P		56.22 122024	308326	LIBRARY MATERIALS			
010536 INGRAM LIBRARY SERVI	84903890		0	2025 6	INV	P		29.35 122724	308638	LIBRARY MATERIALS			
010536 INGRAM LIBRARY SERVI	85250962		0	2025 6	INV	P		196.29 122724	308638	LIBRARY MATERIALS			
010536 INGRAM LIBRARY SERVI	85318622		0	2025 6	INV	P		35.22 122724	308638	LIBRARY MATERIALS			
010536 INGRAM LIBRARY SERVI	85361335		0	2025 6	INV	P		105.59 122724	308638	LIBRARY MATERIALS			

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6												
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION				
											366.45	
											ACCOUNT TOTAL	3,532.46
10550210 477030												
010536 INGRAM LIBRARY SERVI	85318622	0	2025 6	INV	P	249.67	122724	308638	LIBRARY MATERIALS			
											ACCOUNT TOTAL	249.67
10550210 477070												
011068 OVERDRIVE INC	01370Co24364063	0	2025 6	INV	P	69.99	121324	308227	LIBRARY MATERIALS			
011068 OVERDRIVE INC	01370Co24364084	0	2025 6	INV	P	394.74	121324	308227	LIBRARY MATERIALS			
011068 OVERDRIVE INC	01370Co24365891	0	2025 6	INV	P	17.50	121324	308227	LIBRARY MATERIALS			
011068 OVERDRIVE INC	01370Co24382031	0	2025 6	INV	P	57.86	122024	308377	LIBRARY MATERIALS			
011068 OVERDRIVE INC	01370Co24382035	0	2025 6	INV	P	44.97	122024	308377	LIBRARY MATERIALS			
011068 OVERDRIVE INC	01370Co24387355	0	2025 6	INV	P	105.95	122724	308668	LIBRARY MATERIALS			
011068 OVERDRIVE INC	01370DA24378203	0	2025 6	INV	P	80.96	122024	308377	LIBRARY MATERIALS			
											771.97	
											ACCOUNT TOTAL	771.97
10550210 477110												
011068 OVERDRIVE INC	01370Co24364065	0	2025 6	INV	P	119.96	121324	308227	LIBRARY MATERIALS			
011068 OVERDRIVE INC	01370Co24387355	0	2025 6	INV	P	59.99	122724	308668	LIBRARY MATERIALS			
											179.95	
											ACCOUNT TOTAL	179.95
10550210 477120												
010509 BAKER & TAYLOR INC C	2038663600	0	2025 6	INV	P	296.32	122724	308601	LIBRARY MATERIALS			
010509 BAKER & TAYLOR INC C	2038709255	0	2025 6	INV	P	58.04	122024	308302	LIBRARY MATERIALS			
											354.36	
016642 PLAYAWAY PRODUCTS	482005	0	2025 6	INV	P	54.99	121324	308229	LIBRARY MATERIALS			
016642 PLAYAWAY PRODUCTS	482280	0	2025 6	INV	P	56.99	121324	308229	LIBRARY MATERIALS			
016642 PLAYAWAY PRODUCTS	482856	0	2025 6	INV	P	1,321.76	122024	308381	LIBRARY MATERIALS			
016642 PLAYAWAY PRODUCTS	483731	0	2025 6	INV	P	54.99	122724	308671	LIBRARY MATERIALS			
016642 PLAYAWAY PRODUCTS	484509	0	2025 6	INV	P	287.95	122724	308671	LIBRARY MATERIALS			
016642 PLAYAWAY PRODUCTS	484581	0	2025 6	INV	P	57.99	122724	308671	LIBRARY MATERIALS			
											1,834.67	
											ACCOUNT TOTAL	2,189.03
10550210 477160												
010546 MIDWEST TAPE	506399995	0	2025 6	INV	P	157.44	121324	308213	LIBRARY MATERIALS			
											ACCOUNT TOTAL	157.44

Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
10550210	477200											
010199	HILLS BANK AND TRUST	1222243263	0			2025	6	INV	P	147.53	122024	308336 A Mangano Visa 12/2
										147.53		ACCOUNT TOTAL
										7,228.05		ORG 10550210 TOTAL
10550220	477020											
010199	HILLS BANK AND TRUST	1222243263	0			2025	6	INV	P	45.70	122024	308336 A Mangano Visa 12/2
												Library Adult Materials
												Books (Cat/Cir)
010509	BAKER & TAYLOR INC	C 2038663600	0			2025	6	INV	P	1,097.69	122724	308601 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038690376	0			2025	6	INV	P	181.71	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038691934	0			2025	6	INV	P	283.75	122724	308601 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038694569	0			2025	6	INV	P	279.01	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038701017	0			2025	6	INV	P	420.07	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038702031	0			2025	6	INV	P	797.13	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038709255	0			2025	6	INV	P	108.90	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038710244	0			2025	6	INV	P	187.92	122724	308601 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038713612	0			2025	6	INV	P	130.44	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038713708	0			2025	6	INV	P	368.11	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038715599	0			2025	6	INV	P	237.31	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038718424	0			2025	6	INV	P	481.44	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038723095	0			2025	6	INV	P	248.21	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038723097	0			2025	6	INV	P	339.13	122724	308601 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038723205	0			2025	6	INV	P	170.64	122024	308302 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038726315	0			2025	6	INV	P	215.03	122724	308601 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038731241	0			2025	6	INV	P	121.96	122724	308601 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038735387	0			2025	6	INV	P	493.86	122724	308601 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C 2038738762	0			2025	6	INV	P	121.18	122724	308601 LIBRARY MATERIALS
										6,283.49		
010520	CENTER POINT PUBLISH	2134744	0			2025	6	INV	P	97.08	122724	308606 LIBRARY MATERIALS
010531	GALE GROUP	85993539	0			2025	6	INV	P	51.18	122024	308326 LIBRARY MATERIALS
010531	GALE GROUP	86025213	0			2025	6	INV	P	28.79	122724	308626 LIBRARY MATERIALS
010531	GALE GROUP	86050229	0			2025	6	INV	P	29.59	122724	308626 LIBRARY MATERIALS
										109.56		
010536	INGRAM LIBRARY SERVI	84903890	0			2025	6	INV	P	229.62	122724	308638 LIBRARY MATERIALS
010536	INGRAM LIBRARY SERVI	85250962	0			2025	6	INV	P	102.69	122724	308638 LIBRARY MATERIALS
010536	INGRAM LIBRARY SERVI	85318622	0			2025	6	INV	P	54.65	122724	308638 LIBRARY MATERIALS
010536	INGRAM LIBRARY SERVI	85361335	0			2025	6	INV	P	216.04	122724	308638 LIBRARY MATERIALS
										603.00		
										7,138.83		ACCOUNT TOTAL
10550220	477070											eBooks

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YEAR/PERIOD: 2025/6 TO 2025/6												
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION			
011068	OVERDRIVE INC	01370CO24387354	0	2025 6	INV	P	677.98 122724	308668	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370CO24387419	0	2025 6	INV	P	79.99 122724	308668	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370CO24387828	0	2025 6	INV	P	308.48 122724	308668	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370CO24392280	0	2025 6	INV	P	116.98 122724	308668	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370DA24366294	0	2025 6	INV	P	75.00 121324	308227	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370DA24367806	0	2025 6	INV	P	6.98 121324	308227	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370DA24369200	0	2025 6	INV	P	91.00 121324	308227	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370DA24378203	0	2025 6	INV	P	835.04 122024	308377	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370DA24382526	0	2025 6	INV	P	119.99 122024	308377	LIBRARY MATERIALS			
011068	OVERDRIVE INC	01370DA24385781	0	2025 6	INV	P	398.30 122724	308668	LIBRARY MATERIALS			
							9,513.50					
							ACCOUNT TOTAL					9,513.50
10550220	477160						Video (DVD)					
010546	MIDWEST TAPE	506364747	0	2025 6	INV	P	89.94 121324	308213	LIBRARY MATERIALS			
010546	MIDWEST TAPE	506364748	0	2025 6	INV	P	45.73 121324	308213	LIBRARY MATERIALS			
010546	MIDWEST TAPE	506399995	0	2025 6	INV	P	237.64 121324	308213	LIBRARY MATERIALS			
010546	MIDWEST TAPE	506399996	0	2025 6	INV	P	62.23 121324	308213	LIBRARY MATERIALS			
010546	MIDWEST TAPE	506435727	0	2025 6	INV	P	79.47 122024	308365	LIBRARY MATERIALS			
010546	MIDWEST TAPE	506435729	0	2025 6	INV	P	265.40 122024	308365	LIBRARY MATERIALS			
010546	MIDWEST TAPE	506464037	0	2025 6	INV	P	688.96 122724	308661	LIBRARY MATERIALS			
010546	MIDWEST TAPE	506464038	0	2025 6	INV	P	149.80 122724	308661	LIBRARY MATERIALS			
							1,619.17					
							ACCOUNT TOTAL					1,619.17
10550220	477220						Video Games					
010536	INGRAM LIBRARY SERVI	85361335	0	2025 6	INV	P	38.28 122724	308638	LIBRARY MATERIALS			
016856	KLISE/CRIMSON MULTI	017934	0	2025 6	INV	P	446.87 121324	308200	LIBRARY MATERIALS			
016856	KLISE/CRIMSON MULTI	018256	0	2025 6	INV	P	126.43 122724	308648	LIBRARY MATERIALS			
016856	KLISE/CRIMSON MULTI	018257	0	2025 6	INV	P	130.00 122724	308648	LIBRARY MATERIALS			
							703.30					
							ACCOUNT TOTAL					741.58
10550220	477250						Streaming Media/PPU					
010546	MIDWEST TAPE	506414301	0	2025 6	INV	P	3,651.95 121324	308212	LIBRARY MATERIALS			
015034	KANOPY INC	428215	0	2025 6	INV	P	2,420.00 121324	308198	LIBRARY MATERIALS			
							ACCOUNT TOTAL					6,071.95
10550220	477330						Serial (Print)					
010169	GAZETTE COMMUNICATIO	CRGAFY25	0	2025 6	INV	P	894.40 122724	308628	LIBRARY MATERIALS A			
010199	HILLS BANK AND TRUST	1222243263	0	2025 6	INV	P	80.00 122024	308336	A Mangano Visa 12/2			

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION		
011188 IOWA HISTORY JOURNAL	IHJFY25	0	2025 6	INV P	19.95 122724	308643	LIBRARY MATERIALS		
				ACCOUNT TOTAL	994.35				
			ORG 10550220	TOTAL	36,919.40				
FUND 1000 General				TOTAL:	86,846.95				

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YEAR/PERIOD: 2025/6 TO 2025/6										
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
10550320								Library Board Enterprise		
10550320 449120								Equipment Rental		
010216 RICOH USA INC	108708163	0	2025 6	INV	P	438.93 121324	308235	LBE/Public printing		
						ACCOUNT TOTAL		438.93		
						ORG 10550320 TOTAL		438.93		
10550430								Library Undesignated Gifts		
10550430 445140								Outside Printing		
010050 TRU ART	130108011	0	2025 6	INV	P	9,680.97 122724	308692	CAS/59,685 Winter w		
						ACCOUNT TOTAL		9,680.97		
10550430 448010								Aid to Agencies		
011837 IOWA CITY PUBLIC LIB 120924		0	2025 6	INV	P	150.00 122024	308346	UG/Carolyn Cannon \$		
						ACCOUNT TOTAL		150.00		
						ORG 10550430 TOTAL		9,830.97		
10550510								Library Children's Materials -		
10550510 477020								Books (Cat/Cir)		
010509 BAKER & TAYLOR INC C 2038694582		0	2025 6	INV	P	20.50 122724	308601	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038726319		0	2025 6	INV	P	20.50 122724	308601	LIBRARY MATERIALS		
						41.00				
						ACCOUNT TOTAL		41.00		
10550510 477030								Books (Outreach)		
010509 BAKER & TAYLOR INC C 2038718424		0	2025 6	INV	P	296.96 122024	308302	LIBRARY MATERIALS		
						ACCOUNT TOTAL		296.96		
						ORG 10550510 TOTAL		337.96		
10550520								Library Adult Materials - Gift		
10550520 477020								Books (Cat/Cir)		
010509 BAKER & TAYLOR INC C 2038663600		0	2025 6	INV	P	1,428.38 122724	308601	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038679215		0	2025 6	INV	P	100.71 121324	308134	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038690376		0	2025 6	INV	P	367.82 122024	308302	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038702031		0	2025 6	INV	P	829.66 122024	308302	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038709255		0	2025 6	INV	P	219.30 122024	308302	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038715599		0	2025 6	INV	P	480.49 122024	308302	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038717218		0	2025 6	INV	P	269.79 122724	308600	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038718424		0	2025 6	INV	P	321.93 122024	308302	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038723205		0	2025 6	INV	P	17.05 122024	308302	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038731241		0	2025 6	INV	P	248.49 122724	308601	LIBRARY MATERIALS		
010509 BAKER & TAYLOR INC C 2038735387		0	2025 6	INV	P	495.12 122724	308601	LIBRARY MATERIALS		

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2024

YEAR/PERIOD: 2025/6 TO 2025/6											
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION		
							4,778.74				
010520 CENTER POINT PUBLISH	2130020	0	2025 6	INV	P	61.42	122724	308606	LIBRARY MATERIALS		
010520 CENTER POINT PUBLISH	2134744	0	2025 6	INV	P	49.14	122724	308606	LIBRARY MATERIALS		
						110.56					
010531 GALE GROUP	85976297	0	2025 6	INV	P	30.39	122024	308326	LIBRARY MATERIALS		
010536 INGRAM LIBRARY SERVI	84903890	0	2025 6	INV	P	55.73	122724	308638	LIBRARY MATERIALS		
010536 INGRAM LIBRARY SERVI	85250962	0	2025 6	INV	P	57.95	122724	308638	LIBRARY MATERIALS		
010536 INGRAM LIBRARY SERVI	85318622	0	2025 6	INV	P	190.26	122724	308638	LIBRARY MATERIALS		
010536 INGRAM LIBRARY SERVI	85361335	0	2025 6	INV	P	36.26	122724	308638	LIBRARY MATERIALS		
						340.20					
015582 ICE CUBE PRESS LLC	6133	0	2025 6	INV	P	73.50	122024	308343	LIBRARY MATERIALS		
						ACCOUNT TOTAL	5,333.39				
						ORG 10550520 TOTAL	5,333.39				
FUND 1001 Library Gifts						TOTAL:	15,941.25				

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YEAR/PERIOD: 2025/6 TO 2025/6									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S		WARRANT	CHECK	DESCRIPTION	
10550800									Library Replacement Reserve
10550800 444080									Software R&M Services
016427 MICROSOFT CORPORATIO	G065510732	0	2025 6	INV P	3,818.76	122024	52997	LRR/Microsoft Azure	
016427 MICROSOFT CORPORATIO	G069606451	0	2025 6	INV P	3,681.32	122024	52997	LRR/Microsoft Azure	
					7,500.08				
					ACCOUNT TOTAL				7,500.08
					ORG 10550800 TOTAL				7,500.08
FUND 1006 Library Replacement Reserves					TOTAL:				7,500.08

Tom Rocklin, President

Hannah Shultz, Secretary