



# IOWA CITY PUBLIC LIBRARY

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## **LIBRARY BOARD OF TRUSTEES**

**October 27, 2022**

**Iowa City Public Library**

**2<sup>nd</sup> Floor – Boardroom**

**Regular Meeting - 5:00 PM**

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**Carol Kirsch - President**

**Tom Rocklin - Vice President**

**DJ Johnk - Secretary**

**Noa Kim**

**Claire Matthews**

**Robin Paetzold**

**John Raeburn**

**Hannah Shultz**

**Dan Stevenson**

- 1. Call Meeting to Order.**
- 2. Approval of October 27, 2022 Board Meeting Agenda.**
- 3. Public Discussion.**
- 4. Items to be Discussed.**
  - A. Budget Discussion.  
Comment: This is a regularly scheduled agenda item. Board action not required.
  - B. 1<sup>st</sup> 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: Children's Services, Collection Services, IT.
  - C. Miscellaneous.
- 6. President's Report.**
- 7. Announcements from Members.**
- 8. Committee Reports.**

**9. Communications.**

**10. Consent Agenda.**

- A. Approve Minutes of Library Board of Trustees September 22, 2022 Regular Meeting.
- B. Approve Disbursements for September, 2022.

**11. Set Agenda Order for November Meeting.**

**12. Adjournment.**

**Iowa City Public Library – Board of Trustee Meetings  
Agenda Items and Order Schedule  
FY23**

OCTOBER 27, 2022	NOVEMBER 17, 2022	DECEMBER 15, 2022
Budget Discussion  1 <sup>st</sup> Quarter Statistics and Financials - Review  Departmental Reports: CH, CLS, IT  <b>Special Events:</b> <b>Local Libraries Lit-Ann Patchett 10/27</b> <b>Homecoming Parade 10/28</b>	Appoint Committee – Director’s Evaluation  <b>Policy Review: 601 Collection Development</b>  Departmental Reports: AS, CAS	<b>Policy Review: 802 Confidentiality and Privacy</b>  Departmental Reports: CH, CLS, IT  <b>Special Events:</b> <b>Staff InService Day 12/9</b>
JANUARY 26, 2023	FEBRUARY 23, 2022	March 23, 2023
Strategic Planning Update  2 <sup>nd</sup> Quarter Goals/Statistics Financials – Review  <b>Policy Review: 703 Recording and Streaming Policy (IT)</b>  Departmental Reports: AS, CAS	Director’s Evaluation  Appoint Nominating Committee  Set Calendar for Next Fiscal Year  Dept Reports: CH, CLS, IT	Dept Reports: AS, CAS
April 27, 2023	May 25, 2023	June 22, 2023
President Appoints to Foundation Board  Election of Officers  Review 3 <sup>rd</sup> Quarter Financials & Statistics  Dept Reports: CH, CLS, IT	<b>Policy Review: 815 Internet Use Policy (IT)</b>  <b>Policy Review: Naming and Recognition (Admin/Dev)</b>  Dept Reports: AS, CAS	Adopt NOBU Budget  Dept Reports: CH, CLS, IT  <b>Special Events:</b> <b>Summer Reading Program 6/1</b>

**FY24 Operating Budget in Brief**

		FY19	FY20	FY21	FY22	FY23	FY24	Compare with	COMMENTS
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	Revised Budget	Proposed	FY22 Budget	
<b>PERSONNEL</b>									
411000	Permanent Full Time	2,578,436	2,533,676	2,466,493	2,613,339	2,769,165	2,813,312	1.59%	
412000	Perm Part Time	403,142	396,650	395,265	433,720	449,058	455,699	1.48%	
413000	Temporary	482,135	461,235	286,214	586,431	671,000	671,000	0.00%	
414100	Overtime	64,218	56,392	40,658	77,018	69,500	69,500	0.00%	
414300 & 414400	Termination	21,436	33,736	4,817	8,352	0	0	0.00%	
414500	Longevity	20,210	19,517	16,483	17,012	18,675	18,200	-2.54%	
421100 to 424800	Benefits	1,091,388	1,149,565	1,139,882	1,261,309	1,397,544	1,479,529	5.87%	
<b>Total Personnel</b>		<b>4,660,965</b>	<b>4,650,770</b>	<b>4,349,812</b>	<b>4,997,182</b>	<b>5,374,942</b>	<b>5,507,240</b>	<b>2.46%</b>	
<b>SUPPLIES</b>									
452010	Office Supplies/Printing/Graphics/Paper	7,529	6,815	8,107	10,283	8,476	9,676	14.16%	
452040	Sanitation Supplies	18,647	17,444	20,589	28,642	22,000	30,000	36.36%	
452050	Photo Supplies	493	250	0	0	0	0	0.00%	
454020	Subscriptions	528	576	588	588	616	616	0.00%	
455110 & 455120	Misc Computer Software & hardware	39,418	27,105	30,740	24,381	32,000	27,000	-15.63%	
463040, 463100 & 465020	Sewer & Ice Control Chemicals/ Gasoline	1,856	1,250	724	2,304	1,810	2,310	27.62%	
466030 to 466070	Building Repair Supplies	2,973	4,607	5,626	4,665	4,500	4,500	0.00%	
467020	Equip repair/maint supply	0	398	0	408	0	0	0.00%	
469110	Misc processing supply	25,730	19,093	9,382	14,443	19,000	18,000	-5.26%	
469190	Minor Equip & Furniture	5,276	0	8,308	0	536	536	0.00%	Combined w/ 452030 in FY19
469200 to 469370	Misc Commodities	13,778	16,793	31,535	24,598	15,633	69,783	346.38%	Added \$30,000 for clock replacement and \$20,000 for replacement Eastside book returns
<b>Total Supplies</b>		<b>116,228</b>	<b>94,331</b>	<b>115,599</b>	<b>110,313</b>	<b>104,571</b>	<b>162,421</b>	<b>55.32%</b>	

**FY24 Operating Budget in Brief**

		FY19	FY20	FY21	FY22	FY23	FY24	Compare with	COMMENTS
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	Revised Budget	Proposed	FY22 Budget	
<b>CHARGES &amp; SERVICES</b>									
432030	Financial Svc / Charges	4,596	3,609	1,283	1,228	1,327	1,327	0.00%	
432060 to 432080	Consultants, other	45,654	49,337	18,639	20,226	27,700	34,300	23.83%	
435010	Data Processing	20,436	16,250	19,697	22,232	19,200	20,934	9.03%	
435055 & 446320	Mail & Delivery	35,365	45,081	73,610	43,459	41,500	44,500	7.23%	
435059 & 435060	Advertising/ Legal Pub	2,785	3,300	2,774	5,879	5,200	5,700	9.62%	
436030 to 436090	Training & Education	10,601	12,776	7,971	12,284	16,000	16,500	3.13%	
438030 & 438070	Gas/Electric	92,429	108,452	118,036	153,725	132,659	150,045	13.11%	
438100 & 438050 & 445330	Refuse/ Landfill / other waste disposal	2,428	1,584	2,114	1,816	1,168	1,668	42.81%	changed contract managment in FY22
438110 to 438130	Long Distance / Cell Phones	3,410	3,290	4,352	4,489	4,500	4,500	0.00%	
438140	Internet	18,339	9,583	10,761	13,673	12,000	12,000	0.00%	
442010 to 442070	Bldg. Repair & Maint	121,414	111,233	98,088	73,657	102,694	104,694	1.95%	
443020	Equip Repair & Maint	2,192	774	138	1,945	2,100	2,100	0.00%	
444010 to 444120	IT Repair & Maintenance	139,454	139,284	145,019	152,013	151,874	153,100	0.81%	
445030	Plant Care	804	670	536	351	900	900	0.00%	
445140	Printing	31,623	30,727	26,901	34,566	32,299	37,250	15.33%	
445250	Interlibrary Loan	238	161	5,636	5,750	5,902	5,250	-11.05%	
445270 to 445290	Materials processing & maintenance	17,925	19,029	8,836	16,543	22,500	22,000	-2.22%	
446010 & 446200 & 449055	City Chargebacks	525	99	525	0	525	525	0.00%	
446220 to 446300	Phone Chargebacks	23,547	23,587	23,629	24,142	24,161	24,705	2.25%	
446350	Vehicle Replace Fund	19,326	19,326	19,326	19,326	20,293	21,917	8.00%	Bookmobile replacement fund added FY18.
446360, 446370, 446380	City Vehicle Rental, Fuel, R&M	13,140	8,562	7,502	12,992	7,837	8,338	6.39%	Bookmobile added FY18.
449030	Property Tax	0	0	0	0	0	0	0.00%	Now paid from rental account.
449060 & 448030	Dues, Membership, Permits, Community Events	3,384	4,674	3,589	7,531	12,800	13,000	1.56%	
449090 to 449160	Rent / Equipment	9,417	10,026	10,620	10,704	9,270	11,350	22.44%	
449260 to 449350	Misc / Park 'n' Read / Meals	6,990	4,654	1,677	2,173	4,000	7,000	75.00%	
<b>Total Charges &amp; Services</b>		<b>626,023</b>	<b>626,065</b>	<b>611,259</b>	<b>640,702</b>	<b>658,409</b>	<b>703,603</b>	<b>6.86%</b>	

**FY24 Operating Budget in Brief**

		FY19	FY20	FY21	FY22	FY23	FY24	Compare with	COMMENTS
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	Revised Budget	Proposed	FY22 Budget	
<b>CAPITAL EXPEND</b>									
472010	Bldg. Improvements	0	0	0	0	0	0	0.00%	
474360 to 474420	Operating equipment	10,600	22,400	0	0	0	0	0.00%	
476050 to 476130	IT hardware / software	0	0	0	0	0	0	0.00%	
	Subtotal Equip/Improve	10,600	22,400	0	0	0	0	0.00%	
393190	Equip Replace Fund	62,422	62,422	62,422	62,422	62,422	62,422	0.00%	
	Subtotal Transfers	62,422	62,422	62,422	62,422	62,422	62,422	0.00%	
477020 to 477350	Library Materials	674,187	685,122	688,863	709,041	710,000	730,000	2.82%	
477380	RFI Tags	6,700	0	6,700	6,205	7,000	7,000	0.00%	
	Subtotal Materials	680,887	685,122	695,563	715,246	717,000	737,000	2.79%	
	TOTAL Capital Expend	753,909	769,944	757,985	777,668	779,422	799,422	2.57%	
	TOTAL WITHOUT PERSONNEL	1,496,160	1,490,339	726,858	1,528,683	1,542,402	1,665,446	7.98%	
	TOTAL BUDGET	6,157,125	6,141,109	5,834,654	6,525,865	6,917,344	7,172,686	3.69%	

<b>City of Iowa City CIP Request Form</b>						
<b>Capital Improvement Program 2022 - 2026</b>						
<b>General Project Information</b>						
<b>Department:</b>		Library	<b>New or Revised Request:</b>		Revised	
<b>Project Title:</b> Library Carpet and Furnishings Replacement-Floors 1 and 2 <b>Project Number:</b>						
<b>Submitted By:</b> Elsworth Carman						
<b>Project Description</b>						
A multi-year project to replace Library flooring and furnishings. First fl has 31,000 SF of carpet and second fl has 39,000. Project includes replacement of carpet/flooring, demo/floor prep, moving fixtures/furniture, GC, insurance, fees, bonds, and contingency. Original seating, gallery furniture, and computer stations will be replaced. An emphasis on sustainable, durable materials and flexible space-making will steer this project.						
<b>Project Justification</b>						
Since the building was opened in 2004, more than 10,000,000 people have come through the doors. Ongoing investment in the building is necessary to ensure a safe and attractive space is maintained. This project falls under "Aesthetic Improvement" priority right now, failure to complete this work in a timely manner will result in safety and efficiency issues in the future, which could lead to more costly unplanned repairs.						
<b>Urban Renewal Area (if applicable):</b>			<b>Planning Procces (if applicable):</b>			
<b>Project Priority:</b>						
<b>Estimated Project Cost Breakdown</b>						
<b>Calendar Year</b>		<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>Project Cost Breakdown</b>		<b>Re-estimated</b>	<b>\$ Amount</b>	<b>\$ Amount</b>	<b>\$ Amount</b>	<b>\$ Amount</b>
Design		\$ -	\$ -	\$ -	\$ -	\$ -
Right-of-Way/Site		\$ -	\$ -	\$ -	\$ -	\$ -
Construction		\$ -	\$ 381,000	\$ 465,000	\$ -	\$ -
Inspection		\$ -	\$ -	\$ -	\$ -	\$ -
Administration		\$ -	\$ -	\$ -	\$ -	\$ -
Contingency		\$ -	\$ -	\$ -	\$ -	\$ -
Other (specify)		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Estimated Project Cost</b>		<b>\$ -</b>	<b>\$ 381,000</b>	<b>\$ 465,000</b>	<b>\$ -</b>	<b>\$ -</b>
Cost Estimated by:			<b>Multi-Year Project Cost</b>		<b>\$</b>	<b>846,000</b>
<b>Operating Budget Impact</b>						
<b>Annual Staffing Cost</b>		\$ -	<b>Annual Revenue</b>		\$ -	
<b>Annual Utilities/Maint Cost</b>		-				
<b>Annual Supplies Cost</b>		-	<b>Life Expectancy (Years):</b>		15	
<b>Operating Budget Impact Discussion:</b>						
Neutral impact on staffing and maintenance expected. No additional revenue generated.						
<b>External Funding</b>			<b>Minority Impact</b>			
<b>Description</b>	<b>Source</b>	<b>\$ Amount</b>	<b>Summarize Positive/Negative Impacts:</b> Current carpet design on 2nd fl is not ideal for patrons with low vision; while ADA compliant, the pattern is not a best practice in public spaces. Updating this to an intentionally-selected, less pattered option would allow safer navigation for users with low vision.  Census Tract Minority Population			
	State/Federal	\$0				
	County	\$0				
	Other Grants	\$0				
	Donations	\$0				
	Other (Specify)	\$0				
<b>Estimated Outside Funding</b>		<b>\$0</b>				

**City of Iowa City CIP Request Form  
Capital Improvement Program 2023 - 2027**

**General Project Information**

**Department:** Library  **New or Revised Request:** New

**Submitted By:** Jen Miller

**Project Title:** ICPL Boardroom & Meeting Room E Renovation **Project Number:**

**Project Description:**  
Necessary improvements are required in the Boardroom and Meeting Room E at the Iowa City Public Library. Renovations we wish to complete include installing a hearing augmentation system, replacing 49 chairs, replacing 2 flat screen monitors, resurfacing the Boardroom table, painting both rooms, resurfacing cabinets in the Boardroom, and implementing a web conferencing hub in Meeting Room E.

**Project Justification:**  
Meeting Room E and the Boardroom are very popular meeting spaces that see regular use. Upgrades mentioned in the project description are necessary to maintain quality services to our patrons. A hearing augmentation system and technology upgrades would enable us to more equitably serve our patrons. After nearly 20 years of use, furniture upgrades are required to maintain a clean and safe environment for patrons.

**Urban Renewal Area (if applicable):** Not Applicable  **Planning Process (if applicable):** (Choose From Below)

**Project Priority:** Aesthetic Improvement

**Estimated Project Cost Breakdown**

2023		2024	2025	2026	2027
Project Cost Breakdown	Re-estimated	\$ Amount	\$ Amount	\$ Amount	\$ Amount
Design					
Right-of-Way/Site					
Construction		\$ 14,500			
Inspection					
Administration					
Contingency					
Other (specify) Parts		\$ 40,000			
<b>Estimated Project Cost</b>	\$ -	\$ 54,500	\$ -	\$ -	\$ -
Cost Estimated by:		<b>Multi-Year Project Cost</b>			\$ 54,500

**Operating Budget Impact**

<b>Annual Staffing Cost</b>	\$ -	<b>Annual Revenue Generated:</b>	\$ -
<b>Annual Utilities/Maint Cost</b>	\$ -		
<b>Annual Supplies Cost</b>	-	<b>Life Expectancy (Years):</b>	20

**Operating Budget Impact Discussion:**

**External Funding**

**Minority Impact**

Description	Source	\$ Amount
	State/Federal	\$0
	County	\$0
	Other Grant	\$0
	Donations	\$0
Library Board controlled funds	Other (Specify)	\$10,000
<b>Estimated Outside Funding</b>		<b>\$10,000</b>

**Summarize Positive/Negative Impacts:**  
Implementing a hearing augmentation system would allow us to provide disability related accommodations to patrons, Trustees, volunteers, and staff during our regular monthly Board of Trustees meetings at the Iowa City Public Library.

**Census Tract Minority Population** 0.0% to 10.0%





**To:** Library Board  
**From:** Elsworth Carman  
**Date:** October 28, 2022  
**Re:** Library Expenditures Q1, FY23 Update

I am pleased to share that there are few significant things to note in the Q1 expenditures update.

A small number of lines stand out as disproportionately spent, including the following.

**Services: 444080: Software R&M Services**

Revised Budget \$127,525 - YTD Expenditures \$104,007 - Available Budget \$23,527 - **%Used 82**

The bulk of this line is allocated for the ILS, which is billed annually at the start of the fiscal year.

**Supplies: 454020: Subscriptions**

Rev Budget \$616 - YTD Expend \$648 - Available Budget \$(32) - **%Used 105**

This line is used to purchase the Book Page, a once annual expense.

**Supplies: 452010: Office Supplies**

Rev Budget \$8,476 - YTD Expend \$4,056 - Available Budget \$4,419 - **%Used 48**

Office supplies continue to rise in price, so bulk orders were placed for items we knew were needed for the year.

**Supplies: 469110: Misc Processing Supplies**

Rev Budget \$19,000 - YTD Expend \$8,265 - Available Budget \$8,265 - **%Used 44**

Like the Office Supplies line, bulk ordering for the year was done for processing supplies.

**Services: 446370: Fuel Chargeback**

Rev Budget \$520 - YTD Expenditures \$769 - Available Budget \$(249) - **%Used 148**

Fuel costs continue to trend high; despite adjustment for an increase, this line will most likely continue to be spent from through the year. It will be assessed each quarter to see if action needs to be taken, through a budget amendment or other process.

**Services: 449260: Parking**

Rev Budget \$0 - YTD Expend \$172 - Available Budget \$(172) - **%Used 17,250**

This line is used to reimburse volunteer parking and for Ride and Read expenses. No funds were assigned to this line in error. This line has been repopulated in the FY24 budget request.

**Services: 436050: Registration**

Rev Budget \$5,000 - YTD Expend \$3,876 - Available Budget \$1,124 - **%Used 78**

A significant number of staff members were funded to attend the Iowa Library Association conference this year, since it was held in Coralville, and we have supported several other staff in participating in additional conference and training opportunities. As the year progresses, there is additional funding available for continuing education costs available through endowment funds.

Overall, the budget is looking appropriately spent. Inflation continues to be a challenge, but we are working hard to keep things balanced.

**Library Expenditures: July 1, 2022 to September 30, 2022**  
**Operating Budget: Accounts 10550110 to 10550220**

Type	Revised Budet	YTD Expenditures	Available Budget	% Used
<b>Library Materials</b>	<b>717,000.00</b>	<b>163,585.70</b>	<b>553,414.30</b>	<b>23%</b>
477020 Books (Cat/Cir)	710,000.00	54,334.53	655,665.47	
477030 Books (Outreach)	0.00	37.98	-37.98	
477040 DO NOT USE Books Cat/Reference	0.00	201.20	-201.20	
477070 eBooks	0.00	30,145.55	-30,145.55	
477100 Audio (Compact Disc)	0.00	171.24	-171.24	
477110 Audio (Digital)	0.00	239.35	-239.35	
477120 Audio (Read-Along)	0.00	49.99	-49.99	
477160 Video (DVD)	0.00	5,855.74	-5,855.74	
477200 Toys/Kits	0.00	169.37	-169.37	
477210 DO NOT USE NonFiction VideoDVD	0.00	731.64	-731.64	
477220 Video Games	0.00	830.24	-830.24	
477230 DO NOT USE Non-Fiction AudioCD	0.00	205.48	-205.48	
477250 Streaming Media/PPU	0.00	35,474.97	-35,474.97	
477290 Microfilm	0.00	5,008.50	-5,008.50	
477330 Serial (Print)	0.00	5,825.55	-5,825.55	
477340 DO NOT USE Print/CirculSerials	0.00	5,770.37	-5,770.37	
477350 Online Reference	0.00	18,534.00	-18,534.00	
477380 Library-RFI Tags	7,000.00	0.00	7,000.00	
<b>Other Financing Uses</b>	<b>62,422.00</b>	<b>10,403.60</b>	<b>52,018.40</b>	<b>17%</b>
490160 Misc Transfers Out	62,422.00	10,403.60	52,018.40	
<b>Personnel</b>	<b>5,374,942.45</b>	<b>1,132,702.17</b>	<b>4,242,240.28</b>	<b>21%</b>
411000 Perm Full Time	2,769,165.00	574,060.00	2,195,105.00	
412000 Perm Part Time	449,058.00	97,194.81	351,863.19	
413000 Temporary Employees	671,000.00	135,721.96	535,278.04	
414100 Overtime Wages	69,500.00	14,337.32	55,162.68	
414300 Term-Vacation Pay	0.00	2,202.34	-2,202.34	
414500 Longevity Pay	18,675.00	0.00	18,675.00	
421100 Health Insurance	691,629.00	166,043.38	525,585.62	
421200 Dental Insurance	15,096.00	3,601.48	11,494.52	
421300 Life Insurance	6,587.00	1,556.33	5,030.67	

421400	Disability Insurance	10,619.00	2,538.69	8,080.31	
421500	Unemployment Compensation	3,000.00	0.00	3,000.00	
422100	FICA	295,151.25	61,159.51	233,991.74	
423100	IPERS	375,462.20	74,286.35	301,175.85	
<b>Services</b>		<b>662,837.00</b>	<b>183,428.57</b>	<b>479,408.43</b>	<b>28%</b>
432030	Financial Services & Charges	1,327.00	332.31	994.69	25%
432060	Consultant Services	13,000.00	0.00	13,000.00	0%
432080	Other Professional Services	14,700.00	7,243.06	7,456.94	49%
435010	Data Processing	19,200.00	0.00	19,200.00	0%
435055	Mail & Delivery	41,500.00	10,497.34	31,002.66	25%
435059	Advertising	5,200.00	1,799.00	3,401.00	35%
436030	Transportation	5,000.00	713.21	4,286.79	14%
436050	Registration	5,000.00	3,875.94	1,124.06	78%
436060	Lodging	5,000.00	0.00	5,000.00	0%
436080	Meals	1,000.00	0.00	1,000.00	0%
438030	Electricity	112,045.00	8,389.67	103,655.33	7%
438070	Heating Fuel/Gas	20,614.00	1,097.83	19,516.17	5%
438100	Refuse Collection Charges	168.00	0.00	168.00	0%
438130	Cell Phone/Data Services	4,500.00	1,238.75	3,261.25	28%
438140	Internet Fees	12,000.00	2,226.50	9,773.50	19%
442010	Other Building R&M Services	68,000.00	9,717.19	58,282.81	14%
442020	Structure R&M Services	5,000.00	1,250.42	3,749.58	25%
442030	Heating & Cooling R&M Services	25,000.00	3,973.79	21,026.21	16%
442050	Furnishing R&M Services	2,050.00	0.00	2,050.00	0%
442060	Electrical & Plumbing R&M Srv	2,644.00	920.00	1,724.00	35%
443020	Office Equipment R&M Services	2,100.00	1,122.37	977.63	53%
444080	Software R&M Services	127,535.00	104,007.52	23,527.48	82%
444100	Hardware R&M Services	24,339.00	0.00	24,339.00	0%
445030	Nursery Srv-Lawn & Plant Care	900.00	298.00	602.00	33%
445140	Outside Printing	32,299.00	2,041.60	30,257.40	6%
445250	Inter-Library Loans	5,902.00	120.00	5,782.00	2%
445270	Library Material R&M Services	22,000.00	1,741.68	20,258.32	8%
445290	Book Binding	500.00	0.00	500.00	0%
445330	Other Waste Disposal	1,000.00	470.86	529.14	47%

446190	ITS-Software SAAS Chgbk	4,090.00	0.00	4,090.00	0%
446300	Phone Equipment/Line Chgbk	24,161.00	3,909.50	20,251.50	16%
446340	Radio Maintenance Chgbk	338.00	0.00	338.00	0%
446350	City Vehicle Replacement Chgbk	20,293.00	3,221.04	17,071.96	16%
446360	City Vehicle Rental Chargeback	3,599.00	769.72	2,829.28	21%
446370	Fuel Chargeback	520.00	769.17	-249.17	148%
446380	Vehicle R&M Chargeback	3,718.00	989.94	2,728.06	27%
448030	Community Events Funding	300.00	234.66	65.34	78%
449055	Permitting Fees	525.00	0.00	525.00	0%
449060	Dues & Memberships	12,500.00	8,250.50	4,249.50	66%
449090	Land & Building Rental	350.00	0.00	350.00	0%
449120	Equipment Rental	4,000.00	669.81	3,330.19	17%
449160	Other Rentals	4,920.00	1,039.50	3,880.50	21%
449260	Parking	0.00	172.50	-172.50	17250%
449280	Misc Services & Charges	4,000.00	325.19	3,674.81	8%
<b>Supplies</b>		<b>104,571.00</b>	<b>21,217.32</b>	<b>83,353.68</b>	<b>20%</b>
452010	Office Supplies	8,476.00	4,056.14	4,419.86	48%
452040	Sanitation & Indust Supplies	22,000.00	4,919.33	17,080.67	22%
454020	Subscriptions	616.00	648.00	-32.00	105%
455110	Software	2,000.00	0.00	2,000.00	0%
455120	Misc Computer Hardware	30,000.00	541.63	29,458.37	2%
463040	Water/Sewer Chemicals	1,500.00	0.00	1,500.00	0%
463100	Ice Control Chemicals	310.00	0.00	310.00	0%
466070	Other Maintenance Supplies	4,500.00	834.55	3,665.45	19%
469110	Misc Processing Supplies	19,000.00	8,265.75	10,734.25	44%
469190	Minor Equipment	536.00	25.98	510.02	5%
469210	First Aid/Safety Supplies	100.00	178.09	-78.09	178%
469320	Miscellaneous Supplies	12,088.00	1,472.51	10,615.49	12%
469360	Food and Beverages	3,445.00	275.34	3,169.66	8%
<b>Grand Total</b>		<b>6,921,772.45</b>	<b>1,511,337.36</b>	<b>5,410,435.09</b>	<b>22%</b>



**Receipts**

FY23 compared to FY22 YTD

	Q1 FY22	Q1 FY23	% Change	FY23 Budget	% Received
<b>General Fund</b>					
Library Fines	\$1,289	\$407	-68.5%	\$0	0.0%
Vending, etc.	\$2	\$97	4218.2%	\$0	0.0%
<b>General Fund Total</b>	<b>\$1,291</b>	<b>\$504</b>	<b>-61.0%</b>	<b>\$0</b>	<b>0.0%</b>
<b>Enterprise Fund</b>					
Photocopies	\$368	\$473	28.7%	\$2,050	23.1%
Electronic Printing/Debit Card	\$1,557	\$3,163	103.1%	\$8,320	38.0%
Counter/Cloth bag/Misc	\$23	\$167	625.7%	\$1,000	16.7%
Recycle	\$70	\$65	-6.9%	\$100	64.8%
Misc Grants	\$0	\$0	0.0%	\$0	0.0%
<b>Enterprise Fund Total</b>	<b>\$2,018</b>	<b>\$3,868</b>	<b>91.7%</b>	<b>\$11,470</b>	<b>33.7%</b>
<b>Lost &amp; Damaged</b>					
<b>Lost &amp; Damaged Total</b>	<b>\$2,955</b>	<b>\$3,103</b>	<b>5.0%</b>	<b>\$0</b>	<b>0.0%</b>
<b>State Funds</b>					
Open Access / Access Plus	\$0	\$0.0	0.0%	\$40,390	0.0%
Enrich Iowa/Direct State Aid	\$0	\$0	0.0%	\$21,460	0.0%
<b>State Fund Total</b>	<b>\$0</b>	<b>\$0</b>	<b>0.0%</b>	<b>\$61,850</b>	<b>0.0%</b>



## Materials Added Report

FY23 1st Quarter

ADULT MATERIALS	New Titles	Added Copies	Total Added	Gifts	WD	%Gifts	%New
<b>TOTAL FICTION</b>	<b>950</b>	<b>699</b>	<b>1649</b>	<b>0</b>	<b>1866</b>	<b>0.0</b>	<b>57.6</b>
Fiction	753	592	1345	0	1641	0.0	56.0
Fiction Express	0	30	30	0	47	0.0	0.0
Large Print Fiction	54	2	56	0	97	0.0	96.4
Young Adult Fiction	143	75	218	0	81	0.0	65.6
<b>TOTAL COMICS</b>	<b>65</b>	<b>101</b>	<b>166</b>	<b>0</b>	<b>106</b>	<b>0.0</b>	<b>39.2</b>
<b>TOTAL NONFICTION</b>	<b>869</b>	<b>368</b>	<b>1237</b>	<b>4</b>	<b>1502</b>	<b>0.3</b>	<b>70.3</b>
Nonfiction	852	316	1168	4	1393	0.3	72.9
Nonfiction Express	1	47	48	0	32	0.0	2.1
Large Print Nonfiction	10	1	11	0	6	0.0	90.9
Reference	6	4	10	0	71	0.0	60.0
<b>BOOKS IN OTHER LANGUAGES</b>	<b>19</b>	<b>1</b>	<b>20</b>	<b>0</b>	<b>3</b>	<b>0.0</b>	<b>95.0</b>
<b>MAGAZINES</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>100.0</b>
<b>TOTAL PRINT</b>	<b>1907</b>	<b>1169</b>	<b>3076</b>	<b>4</b>	<b>3477</b>	<b>0.1</b>	<b>61.9</b>
<b>TOTAL AUDIO</b>	<b>32</b>	<b>3</b>	<b>35</b>	<b>0</b>	<b>229</b>	<b>0.0</b>	<b>91.4</b>
Music Compact disc	23	1	24	0	44	0.0	95.8
Fiction on disc	5	1	6	0	15	0.0	83.3
Nonfiction On Disc	4	1	5	0	170	0.0	80.0
<b>TOTAL VIDEO</b>	<b>173</b>	<b>212</b>	<b>385</b>	<b>0</b>	<b>332</b>	<b>0.0</b>	<b>44.9</b>
DVD Movie	112	120	232	0	128	0.0	48.3
DVD TV	38	70	108	0	52	0.0	35.2
DVD Nonfiction	23	22	45	0	152	0.0	51.1
DVD Express	0	0	0	0	0	0.0	0.0

<b>ART</b>	<b>9</b>	<b>0</b>	<b>9</b>	<b>1</b>	<b>6</b>	<b>11.1</b>	<b>100.0</b>
<b>BOOK CLUB KITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>
<b>YA VIDEO GAMES</b>	<b>14</b>	<b>5</b>	<b>19</b>	<b>0</b>	<b>50</b>	<b>0.0</b>	<b>73.7</b>
<b>CIRCULATING EQUIPMENT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>0.0</b>	<b>0.0</b>
<b>DISCOVERY KITS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>

<b>TOTAL NONPRINT</b>	<b>228</b>	<b>220</b>	<b>448</b>	<b>1</b>	<b>630</b>	<b>0.2</b>	<b>50.9</b>
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<b>eAUDIO</b>	<b>431</b>	<b>449</b>	<b>880</b>	<b>0</b>	<b>39</b>	<b>0.0</b>	<b>48.9</b>
<b>eBOOKS</b>	<b>872</b>	<b>296</b>	<b>1168</b>	<b>0</b>	<b>189</b>	<b>0.0</b>	<b>74.6</b>
<b>eMUSIC</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>
<b>eMAGAZINES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>
<b>ONLINE REFERENCE</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>0.0</b>	<b>100.0</b>
<b>DIGITAL VIDEOS</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>100.0</b>

<b>TOTAL DIGITAL</b>	<b>1312</b>	<b>745</b>	<b>2057</b>	<b>0</b>	<b>230</b>	<b>0.0</b>	<b>63.7</b>
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<b>TOTAL ADULT</b>	<b>3447</b>	<b>2134</b>	<b>5581</b>	<b>5</b>	<b>4337</b>	<b>0.0</b>	<b>61.7</b>
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<b>CHILDREN'S MATERIALS</b>	<b>New Titles</b>	<b>Added Copies</b>	<b>Total Added</b>	<b>Gifts</b>	<b>WD</b>	<b>%Gifts</b>	<b>%New</b>
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<b>jEASY</b>	<b>269</b>	<b>372</b>	<b>641</b>	<b>0</b>	<b>437</b>	<b>0.0</b>	<b>42.0</b>
jBoard Books	33	72	105	0	44	0.0	31.4
jE	204	256	460	0	269	0.0	44.3
jReader	32	44	76	0	122	0.0	42.1
jBig Book	0	0	0	0	2	0.0	0.0
<b>jFICTION</b>	<b>170</b>	<b>138</b>	<b>308</b>	<b>0</b>	<b>489</b>	<b>0.0</b>	<b>55.2</b>
<b>jCOMICS</b>	<b>29</b>	<b>406</b>	<b>435</b>	<b>0</b>	<b>284</b>	<b>0.0</b>	<b>6.7</b>
<b>jNONFICTION</b>	<b>111</b>	<b>96</b>	<b>207</b>	<b>0</b>	<b>138</b>	<b>0.0</b>	<b>53.6</b>
<b>jLARGE PRINT</b>	<b>6</b>	<b>4</b>	<b>10</b>	<b>0</b>	<b>6</b>	<b>0.0</b>	<b>60.0</b>

<b>jPROGRAM COLLECTION</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>
<b>TOTAL jPRINT</b>	<b>585</b>	<b>1018</b>	<b>1603</b>	<b>0</b>	<b>1354</b>	<b>0.0</b>	<b>36.5</b>
<b>jAUDIO</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>14</b>	<b>0.0</b>	<b>66.7</b>
jCompact disc	0	0	0	0	3	0.0	0.0
jRead Along Set	2	1	3	0	9	0.0	66.7
jBooks on Disc	0	0	0	0	2	0.0	0.0
<b>jDVD</b>	<b>14</b>	<b>42</b>	<b>56</b>	<b>0</b>	<b>32</b>	<b>0.0</b>	<b>25.0</b>
<b>jTOYS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0.0</b>	<b>0.0</b>
<b>STORYTIME KITS</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>13</b>	<b>0.0</b>	<b>100.0</b>
<b>jDISCOVERY KITS</b>	<b>6</b>	<b>2</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>75.0</b>
<b>jVIDEO GAMES</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0.0</b>	<b>0.0</b>
<b>TOTAL jNONPRINT</b>	<b>23</b>	<b>46</b>	<b>69</b>	<b>0</b>	<b>66</b>	<b>0.0</b>	<b>33.3</b>
<b>jeAUDIO</b>	<b>21</b>	<b>2</b>	<b>23</b>	<b>0</b>	<b>9</b>	<b>0.0</b>	<b>91.3</b>
<b>jeBOOKS</b>	<b>104</b>	<b>6</b>	<b>110</b>	<b>0</b>	<b>106</b>	<b>0.0</b>	<b>94.5</b>
<b>jeMAGAZINES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0</b>	<b>0.0</b>
<b>TOTAL jDIGITAL</b>	<b>125</b>	<b>8</b>	<b>133</b>	<b>0</b>	<b>115</b>	<b>0.0</b>	<b>93.9</b>
<b>TOTAL JUVENILE</b>	<b>733</b>	<b>1072</b>	<b>1805</b>	<b>0</b>	<b>1535</b>	<b>0.0</b>	<b>40.6</b>
<b>TOTAL ADDED</b>	<b>4180</b>	<b>3206</b>	<b>7386</b>	<b>5</b>	<b>5872</b>	<b>0.0</b>	<b>56.6</b>





**FY23 Circulation by Type & Format**

3 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
<b>Adult Materials</b>					
General Fiction/Fiction Express	26,960	12.5%	25,155	12.3%	7.2%
Mystery	7,755	3.6%	7,636	3.7%	1.6%
Science Fiction	4,465	2.1%	4,166	2.0%	7.2%
Book Club Kits (10 items per kit)	13	0.0%	12	0.0%	8.3%
Young Adult Fiction	5,405	2.5%	5,597	2.7%	-3.4%
Comics	10,033	4.6%	9,349	4.6%	7.3%
Large Print	2,898	1.3%	2,288	1.1%	26.7%
Books in Other Languages	164	0.1%	203	0.1%	-19.2%
<b>Total Fiction</b>	<b>57,693</b>	<b>26.7%</b>	<b>54,406</b>	<b>26.5%</b>	<b>6.0%</b>
Express/Nonfiction	355	0.2%	322	0.2%	10.2%
Large Print Nonfiction	425	0.2%	336	0.2%	26.5%
000 - General/Computers	707	0.3%	770	0.4%	-8.2%
100 - Psychology/Philosophy	2,696	1.2%	2,760	1.3%	-2.3%
200 - Religion	1,501	0.7%	1,356	0.7%	10.7%
300 - Social Sciences	4,864	2.3%	5,145	2.5%	-5.5%
400 - Language	597	0.3%	389	0.2%	53.5%
500 - Science	2,096	1.0%	1,828	0.9%	14.7%
600 - Applied Technology	9,289	4.3%	9,126	4.4%	1.8%
700 - Art & Recreation	5,141	2.4%	5,061	2.5%	1.6%
800 - Literature	2,786	1.3%	2,269	1.1%	22.8%
900 - History & Travel	4,569	2.1%	4,249	2.1%	7.5%
Biography	1,730	0.8%	2,020	1.0%	-14.4%
<b>Total Nonfiction: Adult &amp; Young Adult</b>	<b>36,756</b>	<b>17.0%</b>	<b>35,631</b>	<b>17.4%</b>	<b>3.2%</b>
Magazines	1,278	0.6%	1,608	0.8%	-20.5%
<b>Total Miscellaneous</b>	<b>1,278</b>	<b>0.6%</b>	<b>1,608</b>	<b>0.8%</b>	<b>-20.5%</b>
<b>Total Adult Print</b>	<b>95,727</b>	<b>44.3%</b>	<b>91,645</b>	<b>44.6%</b>	<b>4.5%</b>
Art to Go	392	0.2%	326	0.2%	20.2%
DVD (Movies/TV)	30,076	13.9%	34,990	17.0%	-14.0%
Express/DVD	0	0.0%	1	0.0%	-100.0%
Nonfiction DVD	2,723	1.3%	2,112	1.0%	28.9%
Fiction on Disc	1,138	0.5%	1,545	0.8%	-26.3%
Nonfiction on CD	540	0.2%	612	0.3%	-11.8%
Compact Disc (Music)	5,725	2.6%	6,066	3.0%	-5.6%
Young Adult Video Games	1,870	0.9%	1,828	0.9%	2.3%
Circulating Equipment	92	0.0%	251	0.1%	-63.3%
Discovery Kits	5	0.0%	0	0.0%	0.0%
<b>Total Nonprint</b>	<b>42,561</b>	<b>19.7%</b>	<b>47,731</b>	<b>23.3%</b>	<b>-10.8%</b>

**FY23 Circulation by Type & Format**

3 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Adult E-Audio # Downloads	26,277	12.2%	23,639	11.5%	11.2%
Adult E-Book # Downloads	25,852	12.0%	24,650	12.0%	4.9%
Adult E-Magazines	2,619	1.2%	2,843	1.4%	-7.9%
Adult E-Music # Downloads/Local Music Project	10	0.0%	24	0.0%	-58.3%
Adult E-Newspapers	5,446	2.5%	2,723	1.3%	100.0%
Adventure Passes	92	0.0%	0	0.0%	0.0%
Adult E-Video Streaming: Library Channel	17,579	8.1%	12,001	5.8%	46.5%
<b>Total Adult E-Downloads</b>	<b>77,875</b>	<b>36.0%</b>	<b>65,880</b>	<b>32.1%</b>	<b>18.2%</b>
<b>Total Adult Circulation</b>	<b>216,163</b>	<b>100.0%</b>	<b>205,256</b>	<b>100.0%</b>	<b>5.3%</b>

**Children's Materials**

Fiction	16,988	15.5%	19,046	16.3%	-10.8%
Comics	15,991	14.6%	15,443	13.2%	3.5%
Holiday	0	0.0%	2	0.0%	-100.0%
jLarge Print Fiction	232	0.2%	283	0.2%	-18.0%
Picture: Big, Board, Easy	31,916	29.1%	34,417	29.4%	-7.3%
Readers	13,632	12.4%	14,551	12.4%	-6.3%
Nonfiction & Biography	13,101	11.9%	13,219	11.3%	-0.9%
jLarge Print Nonfiction	6	0.0%	10	0.0%	-40.0%
<b>Total Children's Print</b>	<b>91,866</b>	<b>83.7%</b>	<b>96,971</b>	<b>83.0%</b>	<b>-5.3%</b>

Video/DVD/Blu-Ray	7,475	6.8%	8,490	7.3%	-12.0%
Books on Disc	431	0.4%	529	0.5%	-18.5%
Read-Along set	2,685	2.4%	2,274	1.9%	18.1%
Children's Music	370	0.3%	384	0.3%	-3.6%
Children's Video Games	260	0.2%	382	0.3%	-31.9%
Read with Me Kits	96	0.1%	153	0.1%	-37.3%
Games & Toys	504	0.5%	290	0.2%	73.8%
jDiscovery Kits	33	0.0%	19	0.0%	73.7%
<b>Total Children's Nonprint</b>	<b>11,854</b>	<b>10.8%</b>	<b>12,521</b>	<b>10.7%</b>	<b>-5.3%</b>

j E-Audio # Downloads	2,319	2.1%	2,594	2.2%	-10.6%
j E-Book # Downloads	3,672	3.3%	4,809	4.1%	-23.6%
<b>Total Children's E-Downloads</b>	<b>5,991</b>	<b>6.6%</b>	<b>7,403</b>	<b>8.3%</b>	<b>-19.1%</b>
<b>Total Children's</b>	<b>109,711</b>	<b>100.0%</b>	<b>116,895</b>	<b>100.0%</b>	<b>-6.1%</b>

**All Circulation by Type/Format**

All Fiction	90,904	27.8%	89,180	27.6%	1.9%
All Nonfiction and Biography	49,863	15.3%	48,860	15.1%	2.1%
Picture books & Readers	45,548	13.9%	48,968	15.2%	-7.0%
Magazines	1,278	0.4%	1,608	0.5%	-20.5%
<b>Total Print</b>	<b>187,593</b>	<b>57.4%</b>	<b>188,616</b>	<b>58.4%</b>	<b>-0.5%</b>

3 Months

**FY23 Circulation by Type & Format**

Category	YTD	% Total	Last YTD	% of Total	% Change
Toys	504	0.2%	290	0.1%	73.8%
Art	392	0.1%	326	0.1%	20.2%
DVD (Fiction, Nonfiction, & Express)	40,274	12.3%	45,593	14.1%	-11.7%
CD (Music)	6,095	1.9%	6,450	2.0%	-5.5%
Books on CD (Fiction & Nonfiction)	2,109	0.6%	2,686	0.8%	-21.5%
Read-Along Set	2,685	0.8%	2,274	0.7%	18.1%
Video Games	2,130	0.7%	2,210	0.7%	-3.6%
Read with Me Kits	96	0.0%	153	0.0%	-37.3%
Discovery Kits	38	0.0%	19	0.0%	100.0%
Circulating Equipment	92	0.0%	251	0.1%	-63.3%
<b>Total Nonprint</b>	<b>54,415</b>	<b>16.7%</b>	<b>60,252</b>	<b>18.7%</b>	<b>-9.7%</b>
<b>Total E-Downloads</b>	<b>83,866</b>	<b>25.7%</b>	<b>73,283</b>	<b>22.7%</b>	<b>14.4%</b>
<b>Total In House/Undefined</b>	<b>881</b>	<b>0.3%</b>	<b>811</b>	<b>0.3%</b>	<b>8.6%</b>
<b>Total Adult Materials (including e items)</b>	<b>216,163</b>	<b>66.2%</b>	<b>205,256</b>	<b>63.6%</b>	<b>5.3%</b>
<b>Total Children's (including e items)</b>	<b>109,711</b>	<b>33.6%</b>	<b>116,895</b>	<b>36.2%</b>	<b>-6.1%</b>
<b>Grand Total (Adult + Children's + Undefined)</b>	<b>326,755</b>	<b>100.0%</b>	<b>322,962</b>	<b>100.0%</b>	<b>1.17%</b>



**FY23 Circulation by Area & Agency**

	1ST Q	YTD	LYTD	% CHG
<b>Iowa City</b>				
General Iowa City	180,632	180,632	185,967	-2.9%
Downloads + Streaming	74,074	74,074	65,091	13.8%
Temporary	101	101	79	27.8%
Public schools	0	0	0	0.0%
Private schools	77	77	86	-10.5%
Preschool/Daycare	356	356	716	-50.3%
Non-profit organizations	122	122	292	-58.2%
Business	0	0	0	0.0%
City departments	1	1	18	-94.4%
State/Federal agencies	0	0	0	0.0%
University of Iowa departments	0	0	0	0.0%
At Home	1,558	1,558	1,919	-18.8%
Interlibrary loan	504	504	672	-25.0%
Deposit collections/Nursing Homes	732	732	552	32.6%
Jail patrons	1,161	1,161	1,042	11.4%
<b>Total Iowa City</b>	<b>259,318</b>	<b>259,318</b>	<b>256,434</b>	<b>1.12%</b>
<b>Local Contracts</b>				
<b>Johnson County</b>				
General	16,531	16,531	17,716	-6.7%
Downloads	7,921	7,921	7,644	3.6%
Preschool/Daycare	0	0	0	0.0%
At Home	22	22	23	-4.3%
<b>Total Johnson County</b>	<b>24,474</b>	<b>24,474</b>	<b>25,383</b>	<b>-3.6%</b>
<b>Hills</b>				
General	759	759	547	38.8%
Downloads	142	142	202	-29.7%
At Home	5	5	4	25.0%
<b>Total Hills</b>	<b>906</b>	<b>906</b>	<b>753</b>	<b>20.3%</b>
<b>Lone Tree</b>				
General	1,032	1,032	963	7.2%
Downloads	125	125	114	9.6%
At Home	0	0	0	0.0%
<b>Total Lone Tree</b>	<b>1,157</b>	<b>1,157</b>	<b>1,077</b>	<b>7.4%</b>

**FY23 Circulation by Area & Agency**

	1ST Q	YTD	LYTD	% CHG
University Heights				
General	3,851	3,851	3,359	14.6%
Downloads	1,353	1,353	1,441	-6.1%
At Home	0	0	0	0.0%
<b>Total University Heights</b>	<b>5,204</b>	<b>5,204</b>	<b>4,800</b>	<b>8.4%</b>
<b>Total Local Contracts</b>	<b>31,741</b>	<b>31,741</b>	<b>32,013</b>	<b>-0.8%</b>
State Contract				
Reciprocal/Open Access				
Johnson County Libraries				
Coralville	13,196	13,196	12,715	3.8%
North Liberty	7,889	7,889	8,910	-11.5%
Oxford	67	67	251	-73.3%
Solon	1,271	1,271	1,763	-27.9%
Swisher	35	35	118	-70.3%
Tiffin	1,518	1,518	1,196	26.9%
AIM Downloads (None from North Liberty or Coralville)	251	251	16	1468.8%
All Other Libraries				
Adel	0	0	0	0.0%
Ainsworth	0	0	4	-100.0%
Albia	0	0	0	0.0%
Altoona	0	0	0	0.0%
Ames	0	0	13	-100.0%
Anamosa	87	87	9	866.7%
Ankeny	4	4	41	-90.2%
Arlington	8	8	0	0.0%
Atkins	35	35	0	0.0%
Belle Plaine	0	0	0	0.0%
Bennett	0	0	0	0.0%
Bettendorf	0	0	3	-100.0%
Birmingham	0	0	0	0.0%
Blairstown	0	0	0	0.0%
Bloomfield	0	0	0	0.0%
Boone	5	5	0	0.0%
Brooklyn	0	0	0	0.0%
Burlington	25	25	47	-46.8%
Camanche	2	2	0	0.0%
Carroll	0	0	0	0.0%
Cascade	0	0	0	0.0%
Cedar Falls	7	7	11	-36.4%

**FY23 Circulation by Area & Agency**

	1ST Q	YTD	LYTD	% CHG
Cedar Rapids	1,016	1,016	549	85.1%
Center Point	0	0	0	0.0%
Centerville	18	18	0	0.0%
Central City	0	0	0	0.0%
Chariton	0	0	0	0.0%
Charles City	0	0	0	0.0%
Chelsea	0	0	2	-100.0%
Clarence	41	41	10	310.0%
Clinton	0	0	0	0.0%
Clive	6	6	0	0.0%
Clutier	4	4	0	0.0%
Coggon	0	0	0	0.0%
Columbus Jct	7	7	13	-46.2%
Conesville	133	133	0	0.0%
Cornell College	356	356	540	-34.1%
Council Bluffs	0	0	7	-100.0%
Crawfordsville	0	0	0	0.0%
Dallas Center	0	0	0	0.0%
Davenport	113	113	32	253.1%
Decorah	3	3	0	0.0%
Denison	0	0	0	0.0%
Des Moines	31	31	0	0.0%
Dewitt	0	0	12	-100.0%
Donnelson	0	0	0	0.0%
Drake Community Library	0	0	0	0.0%
Dubuque	6	6	0	0.0%
Dunkerton	0	0	0	0.0%
Earlham	0	0	0	0.0%
Eldon	0	0	0	0.0%
Elkader	0	0	0	0.0%
Ely	10	10	9	11.1%
Estherville	0	0	0	0.0%
Fairfax	78	78	22	254.5%
Fairfield	292	292	252	15.9%
Fort Dodge	0	0	0	0.0%
Fort Madison	8	8	0	0.0%
Gilman	0	0	0	0.0%
Glenwood	1	1	0	0.0%
Grandview	0	0	0	0.0%
Grimes	0	0	0	0.0%
Grinnell	32	32	90	-64.4%
Guthrie Center	0	0	0	0.0%
Hedrick	0	0	0	0.0%
Hiawatha	119	119	218	-45.4%
Independence	0	0	0	0.0%

**FY23 Circulation by Area & Agency**

	1ST Q	YTD	LYTD	% CHG
Indianola	0	0	0	0.0%
Johnston	0	0	0	0.0%
Kalona	827	827	739	11.9%
Keokuk	1	1	0	0.0%
Keosauqua	12	12	0	0.0%
Keota	0	0	7	-100.0%
LeClaire	0	0	0	0.0%
Letts	0	0	0	0.0%
Lisbon	149	149	94	58.5%
Lowden	45	45	77	-41.6%
Manchester	29	29	0	0.0%
Maquoketa	4	4	6	-33.3%
Marengo	333	333	606	-45.0%
Marion	304	304	245	24.1%
Marshalltown	37	37	2	1750.0%
Martelle	0	0	0	0.0%
Mason City	16	16	3	433.3%
Mechanicsville	86	86	12	616.7%
Mediapolis	0	0	0	0.0%
Milford	0	0	0	0.0%
Montezuma	0	0	0	0.0%
Monticello	16	16	3	433.3%
Montrose	0	0	0	0.0%
Morning Sun	0	0	0	0.0%
Mount Pleasant	63	63	40	57.5%
Muscatine	129	129	129	0.0%
Nevada	10	10	0	0.0%
New London	1	1	0	0.0%
Newton	0	0	0	0.0%
North English	129	129	145	-11.0%
Norway	0	0	0	0.0%
Odebolt	0	0	0	0.0%
Oelwein	0	0	0	0.0%
Osceola	0	0	0	0.0%
Oskaloosa	1	1	0	0.0%
Ottumwa	47	47	0	0.0%
Oxford Junction	0	0	0	0.0%
Parnell	0	0	5	-100.0%
Pella	0	0	0	0.0%
Pleasant Hill	0	0	0	0.0%
Reinbeck	0	0	0	0.0%
Richland	0	0	0	0.0%
Riverside	699	699	979	-28.6%
Robins	3	3	0	0.0%
Rockwell	0	0	1	-100.0%

**FY23 Circulation by Area & Agency**

	1ST Q	YTD	LYTD	% CHG
Scott Co (Eldridge)	0	0	0	0.0%
Scranton	6	6	2	200.0%
Shellsburg	0	0	0	0.0%
Sigourney	12	12	3	300.0%
Sioux City	9	9	0	0.0%
Sioux Rapids	0	0	0	0.0%
South English	29	29	1	2800.0%
Spirit Lake	0	0	0	0.0%
Springville	0	0	0	0.0%
Stanwood	0	0	0	0.0%
Tama	6	6	0	0.0%
Tipton	266	266	480	-44.6%
Toledo	0	0	0	0.0%
Traer	0	0	0	0.0%
Urbandale	54	54	0	0.0%
Van Horne	0	0	0	0.0%
Van Meter	0	0	0	0.0%
Victor	11	11	17	-35.3%
Vinton	19	19	0	0.0%
Wapello	0	0	0	0.0%
Washington	428	428	622	-31.2%
Waterloo	10	10	5	100.0%
Waukee	0	0	0	0.0%
Waukon	0	0	0	0.0%
Waverly	0	0	0	0.0%
Webster City	0	0	0	0.0%
Wellman	772	772	235	228.5%
Wellsburg	0	0	0	0.0%
West Branch	1,039	1,039	1,104	-5.9%
West Des Moines	20	20	3	566.7%
West Liberty	794	794	669	18.7%
West Point	0	0	0	0.0%
What Cheer	0	0	2	-100.0%
Williamsburg	262	262	584	-55.1%
Wilton	306	306	416	-26.4%
Winfield	10	10	30	-66.7%
Winterset	0	0	0	0.0%
Winthrop	0	0	0	0.0%
Wyoming	1	1	0	0.0%
Zearing	0	0	0	0.0%
Undefined Open Access	24	24	1	2300.0%
<b>Total Recip/Open Access</b>	<b>33,693</b>	<b>33,693</b>	<b>34,168</b>	<b>-1.4%</b>
<b>Total Circulation</b>	<b>325,129</b>	<b>325,129</b>	<b>322,620</b>	<b>0.8%</b>
(including E-Downloads, not in-house)				





**FY23 Output Statistics- Quarterly Report**

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
<b>Library Services: Provide library facilities, materials, and equipment.</b>							
<b>A. Downtown Building Use</b>							
Total Hours Open	859	0	0	0	859	858	0.1%
People into the Building	120,723	0	0	0	120,723	85,219	41.7%
Average Number Per Hour	140.5	0.0	0.0	0.0	140.5	99	41.5%
<b>Bookmobile Use</b>							
Bookmobile Total Hours Open	290	0	0	0	290	220	31.9%
People on Bookmobile	5,669	0	0	0	5,669	3,981	42.4%
Average Number per Hour	20	0	0	0	20	18	7.9%
Total Downtown & Bookmobile Hours Open	1,149	0	0	0	1,149	1,078	6.6%
Total People Downtown & on Bookmobile	126,392	0	0	0	126,392	89,200	41.7%
Total Average Number per Hour	110	0	0	0	110	83	32.9%
<b>B. Meeting Rooms</b>							
Number of Non-Library Meetings	240	0	0	0	240	101	137.6%
Estimated Attendance	5,161	0	0	0	5,161	2,689	91.9%
Equipment Set-ups	24	0	0	0	24	32	-25.0%
Group Study Room Use	1,408	0	0	0	1,408	794	77.3%
Lobby Use	0	0	0	0	0	0	0.0%
<b>C. Equipment Usage</b>							
Photocopies by Public	6,718	0	0	0	6,718	5,020	33.8%
Pay for Print Copies	17,993	0	0	0	17,993	10,864	65.6%
% Checkouts by Self-Check	70.1%	0.0%	0.0%	0.0%	70.1%	70.9%	-0.8%
<b>D. Downtown Use of Electronic Materials</b>							
Listening/Viewing/Tablets/Laptops Sessions	133	0	0	0	133	57	133.3%
<b>E. Ride 'N' Read</b>							
Bus Passes Distributed Downtown	712	0	0	0	712	347	105.2%
<b>G. To Go Kits</b>							
Children's	0	0	0	0	0	3,097	-100.0%
Tween's	0	0	0	0	0	100	-100.0%
Teen's	10	0	0	0	10	36	-72.2%
Adult's	0	0	0	0	0	52	-100.0%
Total To Go Kits	10	0	0	0	10	3,285	-99.7%
<b>Lending Services: Lend materials for home, school, and office use.</b>							
<b>A. Circulation Downtown</b>							
(Materials plus equipment; includes eAudio; does not include items circulated in-house.)	324,776	0	0	0	324,776	315,147	3.1%
Percent AIM Circulation Downtown	1.26%	0.00%	0.00%	0.00%	1.26%	1.27%	-0.4%
<b>Circulation on Bookmobile</b>							
(Materials plus equipment; includes eAudio; does not include items circulated in-house.)	6,898	0	0	0	6,898	7,425	-7.1%
Percent AIM Circulation on Bookmobile	0.24%	0.00%	0.00%	0.00%	0.24%	0.22%	6.9%
<b>Total Circulation Downtown &amp; Bookmobile</b>							
(Materials plus equipment; includes eAudio; does not include items circulated in-house.)	331,674	0	0	0	331,674	322,572	2.8%
Percent AIM Total Circulation Downtown & Bookmobile	1.48%	0.00%	0.00%	0.00%	1.48%	1.46%	0.9%
<b>Average Total Circulation Downtown &amp; Bookmobile Per Hour</b>							
(Materials plus equipment; includes eAudio; does not include items circulated in-house.)	378	0	0	0	378	367	2.9%
<b>B. Circulation by Type of Material (Includes downloads, does not include mending, lost, etc.)</b>							
Adult Materials	216,163	0	0	0	216,163	205,256	5.3%
Children's Materials	109,711	0	0	0	109,711	116,895	-6.1%
Percent Children's	33.8%	0.0%	0.0%	0.0%	33.8%	37.1%	-8.9%
Non-Print	54,415	0	0	0	54,415	60,252	-9.7%
Percent Non-print	16.8%	0.0%	0.0%	0.0%	16.8%	19.1%	-12.4%
Equipment loans	92	0	0	0	92	251	-63.3%
Downloads	83,866	0	0	0	83,866	73,283	14.4%
<b>C. Circulation by Residence of User (Downtown &amp; Bookmobile)</b>							
(Materials plus equipment; includes downloads; does not include items circulated in-house.)	331,674	0	0	0	331,674	322,572	2.8%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
<b>Iowa City</b>	259,318	0	0	0	259,318	249,984	3.7%
<b>Local Contracts</b>							
Hills	967	0	0	0	967	753	28.4%
Hills as % of All	0.29%	0.0%	0.0%	0.0%	0.29%	0.23%	24.9%
Johnson County (Rural)	25,097	0	0	0	25,097	25,383	-1.1%
Johnson County as % of All	7.57%	0.0%	0.0%	0.0%	7.57%	7.87%	-3.8%
Lone Tree	1,165	0	0	0	1,165	1,077	8.2%
Lone Tree as % of All	0.35%	0.00%	0.00%	0.00%	0.35%	0.33%	5.2%
University Heights	5,305	0	0	0	5,305	4,800	10.5%
University Heights as % of All	1.60%	0.00%	0.00%	0.00%	1.60%	1.49%	7.5%
Total Local Contracts	32,534	0	0	0	32,534	32,013	1.6%
<b>State Contracts - Open Access</b>							
Coralville	13,378	0	0	0	13,378	12,715	5.2%
Cedar Rapids	1,020	0	0	0	1,020	549	85.8%
Other Open Access	19,725	0	0	0	19,725	20,856	-5.4%
Total Open Access	34,123	0	0	0	34,123	34,120	0.0%
Open Access as % of All	10.3%	0.0%	0.0%	0.0%	10.3%	10.6%	-2.7%
<b>D. InterLibrary Loans</b>							
Loaned to Other Libraries	358	0	0	0	358	289	23.9%
Percent of Requests Filled	28.1%	0.0%	0.0%	0.0%	28.1%	31.5%	-10.8%
Total Borrowed From Other Libraries	894	0	0	0	894	787	13.6%
Percent of Requests Filled	87.1%	0.0%	0.0%	0.0%	87.1%	88.0%	-1.0%
Books/Periodicals/AV Borrowed	886	0	0	0	886	785	12.9%
Photocopy Borrow Requests Filled	8	0	0	0	8	2	300.0%
<b>E. Reserves Placed with Innovative - Materials</b>							
	34,798	0	0	0	34,798	35,986	-3.3%
<i>*Overdrive has not reported fulfilled reserve information since July 2020.</i>							
<b>F. Downloadable Media</b>							
<b>Resident Cards By Area</b>							
Iowa City	72,643	0	0	0	72,643	63,291	14.8%
Hills	138	0	0	0	138	192	-28.1%
Johnson County	7,713	0	0	0	7,713	7,521	2.6%
Lone Tree	125	0	0	0	125	114	9.6%
University Heights	1,328	0	0	0	1,328	1,374	-3.3%
Total	81,947	0	0	0	81,947	72,492	13.0%
<b>Student AIM Cards by Area</b>							
Iowa City	1,473	0	0	0	1,473	1,800	-18.2%
Hills	4	0	0	0	4	123	-96.7%
Johnson County	208	0	0	0	208	10	1980.0%
Lone Tree	0	0	0	0	0	0	0.0%
University Heights	25	0	0	0	25	67	-62.7%
Open Access	251	0	0	0	251	16	1468.8%
Total	1,961	0	0	0	1,961	2,016	-2.7%
<b>All Cards by Area</b>							
Iowa City	74,116	0	0	0	74,116	65,091	13.9%
Hills	142	0	0	0	142	315	-54.9%
Johnson County	7,921	0	0	0	7,921	7,531	5.2%
Lone Tree	125	0	0	0	125	114	9.6%
University Heights	1,353	0	0	0	1,353	1,441	-6.1%
Open Access	251	0	0	0	251	16	1468.8%
Total	83,732	0	0	0	83,732	74,493	12.4%
<b>By Demographic</b>							
Adult	77,917	0	0	0	77,917	67,105	16.1%
Children's	5,991	0	0	0	5,991	7,403	-19.1%
Total	83,908	0	0	0	83,908	74,508	12.6%
<b>Number of Items Owned (Cumulative)</b>							
E-Audio Items Available	14,019	0	0	0	14,019	12,751	9.9%
E-Book Items Available	26,669	0	0	0	26,669	26,128	2.1%
E-Music	47	0	0	0	47	47	0.0%
E-Magazines	4,331	0	0	0	4,331	3,703	17.0%
E-Newspapers	3	0	0	0	3	3	0.0%
Total Items	45,069	0	0	0	45,069	42,632	5.7%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
<b>Information Services: Furnish information, reader advisory, and reference assistance.</b>							
A. Reference Questions Answered	6,531	0	0	0	6,531	5,232	24.8%
Reference Questions							
Reference Desk	3,483	0	0	0	3,483	2,439	42.8%
Help Desk	783	0	0	0	783	443	76.7%
Switchboard	806	0	0	0	806	833	-3.2%
Bookmobile	205	0	0	0	205	110	86.4%
On-Call Tech Help							
Public	0	0	0	0	0	38	-100.0%
Total Tech Help Questions	0	0	0	0	0	38	-100.0%
Children's Desk							
Reference Questions	1,244	0	0	0	1,244	1,361	-8.6%
Request to Pull Books (Community)	10	0	0	0	10	8	25.0%
Total Children's Questions	1,254	0	0	0	1,254	1,369	-8.4%
<b>B. Electronic Access Services</b>							
Computer Services							
Pharos Internet (Downtown In House computer use)	12,263	0	0	0	12,263	4,536	170.3%
Wifi Internet Use Downtown	7,073	0	0	0	7,073	8,506	-16.8%
Total Internet Use	19,336	0	0	0	19,336	13,042	48.3%
Website Access							
ICPL Website							
# Pageviews of Homepage	82,466	0	0	0	82,466	79,792	3.4%
# Pageviews of Entire Site (Doesn't include catalog)	219,689	0	0	0	219,689	200,115	9.8%
# Visits (Does include catalog)	149,686	0	0	0	149,686	123,680	21.0%
Catalog Access							
# Pageviews for ICPL Catalog	452,090	0	0	0	452,090	392,640	15.1%
# Pageviews for Overdrive	320,655	0	0	0	320,655	411,836	-22.1%
Total Catalog Access	772,745	0	0	0	772,745	804,476	-3.9%
<i>*Overdrive does not count pageviews through the Libby or Overdrive Apps.</i>							
ICPL Mobile App Use	56,523	0	0	0	56,523	30,434	85.7%
External Sites							
# Pageviews for Beanstack	6,886	0	0	0	6,886	15,589	-55.8%
Total Website Access	1,055,843	0	0	0	1,055,843	1,050,614	0.5%
Subscription Databases Accessed							
Total In-House	105	0	0	0	105	868	-87.9%
Total Remote	72,151	0	0	0	72,151	45,020	60.3%
TOTAL	72,256	0	0	0	72,256	45,888	57.5%
<b>C. Total Switchboard Calls Received</b>							
Total Library Calls	3,108	0	0	0	3,108	3,277	-5.2%
Other Questions (Directional and account questions, meeting room booking, email added FY16.)	4,119	0	0	0	4,119	4,033	2.1%
Transferred Calls	637	0	0	0	637	586	8.7%
Pamphlets Distributed Downtown	6,010	0	0	0	6,010	5,325	12.9%
Federal Tax Forms Distributed	. . .	. . .	. . .	0	0	. . .	0.0%
VITA Patrons Assisted	. . .	. . .	. . .	0	0	. . .	0.0%
<b>Alerting Services: Promote awareness of the library and use of its resources.</b>							
A. Publications							
Number of Publications Printed (Jobs)	60	0	0	0	60	38	57.9%
Copies Printed for Public Distribution	20,192	0	0	0	20,192	103,098	-80.4%
Number of Online Newsletters Subscribers	3,260	0	0	0	3,260	3,029	7.6%
Number of Online Newsletter Distribution	3,017	0	0	0	3,017	2,970	1.6%
C. Displays	21	0	0	0	21	32	-34.4%
In-House	13	0	0	0	13	27	-51.9%
Other Groups	5	0	0	0	5	4	25.0%
Off-site locations	3	0	0	0	3	1	200.0%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
<b>F. Homepage/ Social Media</b>							
Homepage Banner Posts	34	0	0	0	34	35	-2.9%
Homepage Banner Unique Clicks	262	0	0	0	262	142	84.5%
Unique Media Releases Opened	7,678	0	0	0	7,678	4,965	54.6%
Media Releases Sent	8	0	0	0	8	7	14.3%
Total Newsletters Opened-Unique Users	808	0	0	0	808	0	0.0%
Facebook, Twitter, Pinterest Followers (Cumulative)	17,563	0	0	0	17,563	17,260	1.8%
New Facebook, Twitter, and Pinterest Followers	212	0	0	0	212	124	71.0%
<i>*Began tracking 'Media Releases Sent' &amp; 'Total Newsletters Opened-Unique Users' in February, 2022.</i>							
<b>Outreach Services: Provide library service to people who cannot get to the library building.</b>							
<b>A. At Home Services</b>							
Packages Sent	529	0	0	0	529	676	-21.7%
Items Loaned (No renewals)	1,585	0	0	0	1,585	1,946	-18.6%
Registered At Home Users (Cumulative)	250	0	0	0	250	249	0.4%
New Users Enrolled	8	0	0	0	8	5	60.0%
People Served (Average of monthly count)	55	0	0	0	55	68	-19.6%
<b>B. Jail Service</b>							
People Served	200	0	0	0	200	138	44.9%
Items Loaned (No renewals)	1,161	0	0	0	1,161	1,042	11.4%
<b>C. Deposit Collections</b>							
Locations (Cumulative)	3	0	0	0	3	24	-87.5%
Items Loaned	0	0	0	0	0	270	-100.0%
Items Donated to Permanent Collections	1,090	0	0	0	1,090	773	41.0%
<b>D. Remote Bookdrop Use</b>							
Remote as Percent of All Items Checked In	14%	0.0%	0.0%	0.0%	14.0%	0.0%	0.0%
<i>*Does not include renewals or in-house.</i>							
<i>*The remote bookdrop was used in FY21 but not counted.</i>							
<b>Group and Community Services: Provide library service to groups, agencies, and organizations.</b>							
<b>A. Adult Programs</b>							
Programs	21	0	0	0	21	30	-30.0%
In Person Attendance	477	0	0	0	477	477	0.0%
Virtual Attendance	61	0	0	0	61	0	0.0%
Outreach Programs	3	0	0	0	3	1	200.0%
Outreach In Person Attendance	8	0	0	0	8	36	-77.8%
Outreach Virtual Attendance	12	0	0	0	12	0	0.0%
<b>B. Young Adult Programs</b>							
Programs	51	0	0	0	51	14	264.3%
Programs In Person Attendance	199	0	0	0	199	62	221.0%
Programs Virtual Attendance	2	0	0	0	2	0	0.0%
Outreach Programs	2	0	0	0	2	3	-33.3%
Outreach In Person Attendance	23	0	0	0	23	27	-14.8%
Outreach Virtual Attendance	0	0	0	0	0	0	0.0%
<b>C. Children's Programs</b>							
Programs	153	0	0	0	153	101	51.5%
In Person Attendance	6,809	0	0	0	6,809	3,456	97.0%
Virtual Attendance	0	0	0	0	0	0	0.0%
Outreach Programs	56	0	0	0	56	32	75.0%
Outreach In Person Attendance	887	0	0	0	887	708	25.3%
<b>D. Library Tours and Classes</b>							
Number	70	0	0	0	70	30	133.3%
In Person Attendance	794	0	0	0	794	194	309.3%
Virtual Attendance	7	0	0	0	7	0	0.0%
<i>*Began distinguishing in person attendance from virtual attendance in February, 2022.</i>							
<b>E. Consulting for Area Groups</b>							
	0	0	0	0	0	3	-100.0%
<b>F. Total Number of Program Content Recordings</b>							
Children's Recordings	5	0	0	0	5	22	-77.3%
Young Adult Recordings	0	0	0	0	0	1	-100.0%
Adult Recordings	19	0	0	0	19	6	216.7%
All Ages/ Other Recordings	1	0	0	0	1	3	-66.7%
Total Virtual Program Recordings	25	0	0	0	25	32	-21.9%
<b>G. Total Number of Views of Program Content Recording</b>							
Instagram	0	0	0	0	0	355	-100.0%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
Facebook	395	0	0	0	395	897	-56.0%
Youtube	17,579	0	0	0	17,579	12,001	46.5%
Total Virtual Program Views	17,974	0	0	0	17,974	13,253	35.6%

**Control Services: Maintain library resources through borrower registration, overdue notices, equipment training, and controlling valuable materials.**

A. Library Cards Issued	1,833	0	0	0	1,833	1,603	14.3%
Iowa City	1,469	0	0	0	1,469	1,248	17.7%
Percent Iowa City	80.1%	0.0%	0.0%	0.0%	80.1%	77.9%	2.9%
<b>Local Contracts</b>							
Hills	6	0	0	0	6	6	0.0%
Johnson County (Rural)	43	0	0	0	43	51	-15.7%
Lone Tree	4	0	0	0	4	4	0.0%
University Heights	6	0	0	0	6	12	-50.0%
<b>State Contract - Open Access</b>							
Coralville	127	0	0	0	127	76	67.1%
Cedar Rapids	25	0	0	0	25	14	78.6%
Other Open Access	153	0	0	0	153	192	-20.3%
Total Open Access	305	0	0	0	305	282	8.2%
Open Access as % of All	16.6%	0.0%	0.0%	0.0%	16.6%	17.6%	-5.4%
<hr/>							
B. Total Registered Borrowers (Cumulative)	41,243	0	0	0	41,243	44,290	-6.9%
# At Home Users Registered (Cumulative)	250	0	0	0	250	249	0.4%
# AIM Users (Cumulative)	14,566	0	0	0	0	0	0.0%

*\*AIM library cards are not counted as registered borrowers, and are not included in total registered borrowers.*

<hr/>							
C. Overdue Notices							
Items Searched to Verify Claim of Return	43	0	0	0	43	81	-46.9%
Total First Notices (Items)	12,178	0	0	0	12,178	10,646	14.4%
Total Second Notices (Items)	6,497	0	0	0	6,497	4,764	36.4%
Bills-Public (Items)	3,566	0	0	0	3,566	2,250	58.5%

# Director's Report: October 2022

## **Development Director Hiring Announcement**

I am pleased to share that Katie Roche will be joining ICPL as the new Development Coordinator. Katie brings over ten years of development experience with the Englert Theatre, experience managing the collaborative campaign “the Greatest Small City of the Arts,” and experience as the Executive Director of Summer of the Arts. Katie also has experience working for the City of Iowa City; she was a television producer with the City’s Channel 4 for five years. Katie will begin at ICPL on October 31.

Peter Fegley and Amber Capps have done an exceptional job managing the Development Office while the Coordinator position has been vacant. I have been consistently impressed with both their ability to keep all departmental operations running smoothly and their dependable positivity, even when faced with challenges.

## **Strategic Plan Update**

We continue to move forward with our strategic plan work. Fifteen community input sessions and four staff feedback sessions have been held. The community survey is still active. A Strategic Plan Staff Committee has been developed, and will meet every other week between Mid-October and Inservice Day in early December. I consulted with Board President Carol Kirsch about inviting a Trustee to serve on the staff committee and she advised that we limit the group to staff at this point.

## **Drag Queen Storytime Update**

On Saturday, October 15, we hosted a Drag Queen Storytime. The event drew over 120 people and featured three local drag performers. A small group of people came to protest the event. Some of these protesters attended the event and at least one stood outside the building during the program. Two members of the group—including the one outside—carried signs. We increased the staffing level in the room, and staff supporting the event stayed present and focused on making sure attendees, staff, and performers had access to a staff member if they had questions or concerns. The Storytime went on as planned and was followed by a craft and time for dancing.

ICPL has offered Drag Queen Storytimes since 2018, and this is the first time it has attracted negative attention. The protest was covered in a Press Citizen article published on Wednesday, October 19, which is included in this packet.

## **Budget Update**

The City Finance Department held the annual budget “kick off” meeting on September 29. In addition to a detailed budget process timeline, general expectations were given for preparing the FY24 budget request. The City has asked for a flat budget (no increases from the FY23 budget), which means we will need to make some choices about service delivery. Inflation makes this more complex; increasing costs for cyber

security work, outside performers, and both print and electronic materials will make a truly flat budget request a challenge. Maintaining (close to) this year's budget levels through next year will require planning and careful management, but considering the budgetary issues public libraries across the country are facing, I feel fortunate that we have not been asked to reduce spending.

### **Iowa Library Association Conference**

The 2022 Iowa Library Association Conference was held in Coralville October 12-14. 10 ICPL staff attended, and I am proud that our agency was well-represented in session facilitation.

Sam Helmick was sworn in as incoming ILA President at the Membership meeting on Thursday afternoon. Sam also co-presented a session titled *Book Challenges Affect Us All - Best Practices for Supporting our School Library Colleagues* (with five librarians from agencies around Iowa). Sam, Becky Dannenberg, and Terri Byers presented *Welcome to All: Wayfinding Back into Library Services* (focused on the new ICPL Welcome Desk). Melody Dworak and Stacey McKim facilitated *Accessible Digital Collections*, which highlighted ways to use assistive technology to access digital content. Anne Mangano and Trustee Robin Paetzold presented *Trustee on the Front Lines: Intellectual Freedom in Public Libraries and Your Role*. Additionally, our library facility was included as a stop and lunch host for the *Local Arts Tour: City of Literature and University*, facilitated by UNESCO staff Rachael Carlson.

### **Career Presentation at Mann Elementary**

I had the privilege of presenting to the sixth-grade class at Mann Elementary this month about librarianship and library work. It was a pleasure to speak with the students and I was impressed by their insightful questions and comments, especially around the concept of intellectual freedom and censorship.

Respectfully submitted,

Elsworth Carman

Fall has been a very busy time in the Children's Department. Programs, circulation and outreach are all in full swing, and seeing good numbers.

Casey Maynard, Children's Librarian, recently started a new Outreach site at Little Creations Academy. Shortly after finishing, I was visited at the library by one of LCA preschool volunteers. With tears in her eyes, and joy in her voice, she told me all about Casey's visit (that had just finished moments before) and how wonderful of a musician and storyteller she is. She said the stories and the songs really meant a lot to her and the teachers that day; as many of the students are new to our community and to the state. She knows as well as our Children's staff the power of a story and the importance of words when you are first learning in a new setting.

Children's staff typically see about 25+ classrooms a month, bringing stories, songs, rhymes and our other early literacy tools and sometimes even the Bookmobile! I am proud of the work our staff does outside of the building to reach our young community members!



### InService Day is coming

Watch your email in the next month to RSVP for this year's Staff Inservice Day. The Library will be closed so the staff and Board can gather to learn and plan.



### Let's Go Fishing

A highly successful collaboration with the Iowa City Parks and Recreation Dept was our Let's Go Fishing event at City Park pond. We provided the crafts and they provided the fishing poles.



### Mid-Autumn Moon Festival

A highly successful program Fang, Library Assistant in Children's, put on was an Autumn Festival celebration. Around 80 participants celebrated this special Chinese occasion with moon cakes, crafts and stories about the festival.



## Collection Services Department Report

Prepared for the October 27, 2022, Meeting of the Iowa City Public Library Board of Trustees  
Anne Mangano, Collection Services Coordinator

### Trustee on the Front Lines

This month, I have the pleasure of presenting at the Iowa Library Association with Robin Paetzold on the role of Board of Trustees members when a public library faces an intellectual freedom challenge. In our presentation, we share valuable resources for trustees to understand the importance of intellectual freedom, the types of intellectual freedom challenges, and how Board members can support their institutions and library staff. Below are some resources for further reading we used in the presentation:

"Banned & Challenged Books." *American Library Association*. Sept. 2022.

<https://www.ala.org/advocacy/bbooks>

To coincide with last month's Banned Books Week, the American Library Association released data on book challenges in the United States. In 2021, they documented 729 challenges to almost 1600 book titles. This number is a staggering increase from previous years. See a breakdown of trends as well as top challenged titles.

"Intellectual Freedom Resources for Trustees, Friends, & Foundations." *United for Libraries*, American Library Association, Apr. 2022, <https://www.ala.org/united/advocacy/challenges>

United for Libraries, the ALA division for Library Trustees, Advocates, Friends and Foundations has a fantastic list of tip sheets, webinars, and resource guides on the role of trustees during an intellectual freedom challenge.

"Iowa Library Association Intellectual Freedom Guide." *Iowa Library Association*. Jan. 2022.

[https://www.iowalibraryassociation.org/images/intellectual\\_freedom/iowa\\_Intellectual\\_Freedom\\_Resource\\_Guide\\_22.pdf](https://www.iowalibraryassociation.org/images/intellectual_freedom/iowa_Intellectual_Freedom_Resource_Guide_22.pdf)

The Iowa Library Association's Intellectual Freedom Committee's newly revised guide provides support to prepare for and respond to a challenge. It includes recommendations and key definitions.

"Library Bill of Rights." *American Library Association*. Jan. 2019.

<https://www.ala.org/advocacy/intfreedom/librarybill>

First adopted in 1939, the Library of Bill of Rights serves as the main tenets of the library profession. First written and adopted by the Des Moines Public Library's Board of Trustees, these principles were written by Forrest Spaulding, DMPL's director to guarantee specific rights to the patrons of the Des Moines Public Library in the face of increased censorship in the United States and authoritarianism abroad. Our Collection Development Policy points to the Library Bill of Rights as fundamental in the work we perform as librarians.

"The Freedom to Read Statement." *American Library Association*. June 2004.

<https://www.ala.org/advocacy/intfreedom/freedomreadstatement>

Paired with the Library Bill of Rights as principles for collection development, ALA's Freedom to Read Statement affirms seven concepts that challenge libraries, as well as

publishers to ensure we provide access to a diverse collection on a wide variety of topics with different viewpoints.

"Voter Perceptions of Book Bans in the United States." *EveryLibrary*. Sept. 2022.

[https://www.everylibrary.org/new\\_report\\_eli\\_book\\_bans](https://www.everylibrary.org/new_report_eli_book_bans)

Recent public opinion poll commissioned by EveryLibrary, a nonprofit that works on research and campaigns to support libraries, this report provides data on voter's feelings about libraries, librarians, and recent book bans.

### Genre Label Changes

Collection Services is currently working to update our print fiction genre labels. These labels are located on the spine of a title, assisting patrons to browse and select materials. The catalyst for the change was our vendor's discontinuation of our current labels for horror, romance, western, and Christian fiction. We used text-based labels for these genre categories with no imagery. This was an opportunity to relook at our genre labelling and evaluate our needs. We decided to replace the horror, romance, and western labels with a new label and adopt the same style label for mystery, science fiction, and fantasy.



We decided to discontinue the Christian fiction label for several reasons. First, the [American Library Association](#) considers this label a "prejudicial label," meaning that it is a label that "tries to persuade or establish an institutional preference for something." In their interpretation of the Library Bill of Rights, the ALA strongly advises not to use it. We do not label other books containing non-Christian religious themes.

The other issue is that the Christian fiction genre is ambiguous. Some publishers and booksellers argue that Christian fiction is a book with a positive, moral message that contains characters who are Christian or discussing Christian issues. Others believe that the author's intent must be to advance Christian morals and messages. Some believe it is any book with wholesome language that contains a happy ending.

We also could not find an acceptable alternative to our text-based label. Any mass-produced replacements would have Christian iconography, such as a cross, which is specifically pointed out in the ALA interpretation on labels as an issue. We could make an in-house alternative, but the number of items in our collection is small. This change impacts a little over 500 items or about one percent of our total Adult Fiction collection. (For comparison, there are twice as many short story collections at ICPL).

If a patron is interested in locating titles in this genre, they can still use the catalog. A search for "Christian fiction" will give you a list of books that meet the criteria, especially when results are limited to the fiction collection.

**INFORMATION TECHNOLOGY REPORT**

October, 2022

Brent Palmer, IT Coordinator

There aren't any particular milestones or project completions to report on this month. Our activities have been focused on long-running projects like our VM Migration and Security Plan. These activities are less interesting to report about since there aren't obvious tangible benefits for patrons or staff yet they take up a lot of energy and time.

### VM Migration

The VM Migration project is a long-term migration away from maintaining our own virtual hosting hardware and software environment in favor of embracing public cloud offerings as well as utilizing the City's infrastructure. This was supposed to be a one-year project and we are now stretching into year three. However, we have made a lot of progress in the last few months and hope to be finishing up before the end of the calendar year. All of our external web applications have been migrated to the cloud. We are getting close to having the catalog migrated soon. The last major piece is our internal web applications for staff use of which there are many smaller components.

Learning how to implement our services in the cloud has been a major learning curve. The cloud environment calls for new designs and workflows. There are many different ways to implement any aspect of our services. The good thing is that it is suited to experimentation, so there is quite a bit of room for trial and error. However, that experimentation does take time. For example, the way costs are assessed is completely different and difficult to calculate ahead of time. Small changes can have fairly large impacts on costs and savings. Another example is evaluating security considerations for systems in the cloud. Although it's taken a while to learn, we have been able to implement security practices at a more fundamental level rather than trying to remediate existing systems.

### Cyber-security Plan

We have engaged the services of Cybersecurity & Infrastructure Security Agency (CISA) to help with cyber-security. Some services such as automated scanning have already begun. Other services that are more hands-on and time intensive are prioritized by national security needs so it may be a long time before they get to us.

We have also decided to hire a local cyber-security firm to help us evaluate our overall security posture. That assessment will happen this fiscal year with recommendations for remediation for next year.

### Conference Presentation

Our web specialist will be presenting at a national conference called Internet Librarian in California next week. She will share our approach for the new version of the MyICPL mobile app that was released last year. The technology that we employed is a hybrid technology that allows us to push updates and fixes more quickly than the previous one based on native apps.

## NEWS

# Parents concerned after Republicans protest Iowa City library's drag storytime



**George Shillcock**

Iowa City Press-Citizen

Published 5:33 a.m. CT Oct. 19, 2022

Hayley Crabb didn't expect protesters to show up to a drag storytime event she brought her 2-year-old daughter to in Iowa City this weekend.

The Crabb family was among dozens of parents and children who attended what was billed as a Drag Storytime and Costume Ball event Saturday morning at the Iowa City Public Library. The event was met by a group of adult protesters organized by local Republican political candidates. Crabb said the protest, while minimally disruptive, concerned her and other parents at the event as they try to bring their children to family-friendly programming featuring drag queens.

Crabb said when her family first exited its car Saturday, they saw two men standing outside the library holding signs disparaging the event. She said her husband mocked the signs, calling them "funny." She said a protester called her husband "disgusting."

A video posted on Twitter shows one man wearing a T-shirt supporting Republican Iowa House of Representatives candidate Jacob Onken and holding a sign saying: "This library grooms children! DANGER."

Crabb said the protesters numbered 10-15 people, mostly white men, who didn't have any children with them. She said she went inside and got situated and observed that the library staff and performers seemed nervous. As the event started, the protesters clustered in the back of the room and Onken held up a sign during the entire event.

"It was very clear they were there to intimidate the performers and the library staff," Crabb said.

She said protesters often took photos of the parents, children and performers in the room.

**More:** Johnson County voting guide 2022: What's on the ballot, how to register and how to vote early

As seen in videos posted online of past drag storytime events at ICPL, drag queens garbed in colorful outfits and/or Halloween costumes read children's books to youngsters with their parents present. The readings are sometimes accompanied by slideshow presentations, music and other activities.

Onken told the Press-Citizen at a candidate forum later Saturday that he organized the protest because he was concerned the event was in a public space, using public tax dollars.

"My tax dollars are going to something that I think is just immoral and not right," he said.

The event did utilize library staff, who are paid by the city.

A drag queen, often a man, queer or non-binary person, is someone who uses clothing and makeup to imitate women and female gender roles for entertainment purposes and is often closely associated with LGBTQ culture. Drag performances are common across Iowa City at festivals and in bars like Studio 13 and Big Grove Brewery.

The Press-Citizen reported in 2018 that the first drag storytime event at ICPL brought a "celebratory spirit fostered by rainbows and color everywhere, the urge to jump and dance and sing and play, tears of relief and liberation."

The event Saturday wasn't much different from ICPL's past drag storytime gatherings, besides the Halloween theme and the protesters in the back of the room.

"My family took my daughter the last time they had drag storytime, which was sometime this summer. She just had the best time, so we wanted to make sure she got to go again, knowing how much fun she had," Crabb said.

Crabb said her daughter was too young to notice the protesters. She observed her daughter was not as playful or having as much fun as at past events, but said this could have been because her daughter was in a different mood.

"It had a very subdued vibe the whole time," Crabb said. "Everyone was trying to put on a good face, and the performers and staff were so professional.

"Very few kids got up to dance and very few parents got up to dance."

She said the protesters stayed until everyone left and said library staff had to help escort some of the drag performers out for their safety. The performers included Kalliope Belle. Valencia

Van De Camp and Princess Doma, and they read from the children's book, "If You're A Drag Queen and You Know It."

**More:** Will Chuck Grassley's age hurt his reelection chances? Most likely voters say they have concerns

## **One political candidate postpones door-knocking event in order to protest at library**

Onken and another Republican Iowa House candidate, Wayne Grell of North Liberty, were shown in videos of the protest that the Johnson County Republican Party posted on its YouTube page. Protesters can be heard in the background insulting the event and performers, while children and parents sat around the room enjoying the performance.

Onken is seen holding a sign saying, "Go Home Drag Queen Groomer." He had posted on social media earlier that day that he was postponing a campaign door-knocking effort in order to protest the event.

Crabb said the protester taking photos made her worried a picture of her daughter would end up on an extreme website. Video of the entire crowd was posted on the Iowa Standard website. She said she is now scared for her daughter's safety and wouldn't blame other parents at the event for feeling the same.

The conservative media outlet that wrote about the event called it creepy and implied sinister intent about the contents of the slideshow, which featured scenes and a music video from the popular Halloween movie "Hocus Pocus." The upcoming holiday is known for people dressing up in costumes, using phrases and language depicted in that slideshow, and Halloween is a holiday celebrated widely in the LGBTQ community.

Onken said he wasn't sure why parents or children would be uncomfortable with protesters because they weren't being disruptive.

Crabb has lived in Iowa City since July, when the family moved from the Twin Cities to be closer to her husband's family. She said she goes to the library with her daughter often for free play and for storytime events, including a Chinese bilingual offering.

Crabb said she thinks bringing her daughter to events like that increases her exposure to diversity in society, besides just being fun. She said the protesters were disappointing to her and other parents.

"You hear about these things on the internet, but to see it and to see people come and protest a drag storytime. ... What century are you living in? It's just mind-boggling to me," Crabb said.

In Iowa, there has been an increase in harassment directed at people and organizations involved with drag shows, including one flareup involving a performance at Ankeny High School. The Des Moines Register reported performers find a sense of community performing drag shows amid national and local attempts to ban books with LGBTQ content in school libraries, new laws and policies around the country that target transgender people and questions about whether federal LGBTQ rights could be abolished after the Supreme Court limited abortion rights.

**More:** Kim Reynolds and Deidre DeJear spar in their only Iowa governor debate. Here's what they said

Crabb said she finds it sad to see how people who are marginalized in the community, including people of color, gender non-conforming people and other LGBTQ people, are threatened for being who they are, and in this case, trying to do their jobs.

"It is scary to see this is happening in Iowa City. I love being here and I'm so grateful my family and I are here. But compared to things I enjoyed living in the Twin Cities, I'm realizing they are not necessarily the same here," Crabb said. "Iowa City is a target, it seems like, for this type of extreme activity."

## **ICPL policies allow protests, encourage and celebrate diversity in community**

Elsworth Carman, the director of ICPL, said the library has held about a half-dozen drag storytime events since 2018. Some of the previous events were recorded and posted on the library's Youtube page at

<https://www.youtube.com/channel/UCEXlbi37g52Bo9SdHQUtCQA>.

Carman said ICPL's mission is to connect people of all ages with information, engage them with a world of ideas and with each other, and enrich the community by supporting learning, promoting literacy, and encouraging creativity. He said drag queen storytimes are one of many programs ICPL offers, and that they are a great way to celebrate the diversity and inclusivity of our community.

Carman said the pretense of a group of adults unaccompanied by children at an event attended by predominantly children and their families was unusual and the general behavior

of the protesters was mildly disruptive. But the event Saturday was held in full and as planned.

"Our response was to focus on program attendees, staff and our performers,. to make sure they felt welcome in our space," Carman said. "We increased the staffing level in the room to ensure all participants had access to a staff member if they had questions or concerns."

Carman said Saturday was the first time an ICPL drag storytime event was protested.

The ICPL programming policy describes how it responds to protests: "The library does not proscribe or cancel a program solely because an individual or group may find the content objectionable."

The policy does not outlaw protests, but outlines codes of conduct that include not being noisy or using abusive language.

The policy also prohibits campaigning. Onken and others were seen in videos posted online wearing T-shirts advertising political candidates, but they were not kicked out for doing so.

Carman said, while there are no future drag storytimes scheduled, ICPL will continue to offer them as part of its community programming.

"I find it highly unlikely that any of those performers would want to come back again. I'm sure the library staff are feeling very nervous, too," Crabb said.

**More:** Iowa Poll: 2nd & 3rd congressional districts are tight; likely voters favor Republicans in 1st & 4th

## **Johnson County Republicans step up anti-LGBTQ rhetoric ahead of elections**

The behavior of Onken and Grell isn't unusual for Johnson County Republicans running for political office this November. Republicans have either outright expressed homophobic or transphobic views on the campaign trail or promoted anti-LGBTQ events hosted by the Johnson County Republican Party.

One candidate, Democrat Elle Wyant of Marengo, received a death threat from a Republican primary candidate because she is a transgender woman. Her Republican opponent in Iowa House District 91, Brad Sherman, did not send this threat, but does actively preach in his conservative church that LGBTQ rights are "satanic sacraments."



V Fixmer-Oraiz, running for Johnson County Supervisor, is transgender and queer. Fixmer-Oraiz told the Press-Citizen they have faced hate in the community because of their race and gender identity early on in the campaign.

The Johnson County Republicans planned to host conservative commentator Matt Walsh at their office on Melrose Avenue to show his film "What is a Woman?" which opposes providing gender-affirming care and the use of pronouns, restrooms, and locker rooms by trans people that align with their gender identities. Republican Jammie Bradshaw, one of Fixmer-Oraiz's opponents, tweeted about the event.

Onken is running against Democrat Elinor Levin of Iowa City, who identifies as a member of the queer community.

While Onken doesn't directly attack Levin and her sexual orientation, he does frequently tout his traditional family values and uses the term "groomer" on his website and in interviews with the Press-Citizen.

Levin also spoke to the Press-Citizen on Saturday at the candidate forum and expressed her disappointment at her opponent in the House District 89 race.

"What most people know about me is that I am an educator and I am a member of the queer community. (Onken) has made his campaign about attacking those two communities, as 'groomers' and implying harm to children that is not demonstrated," Levin said.

Levin said Onken is attacking communities that have spent their entire lives trying to make sure LGBTQ children know they can grow up happy about who they are. She said Onken's attempt to protest a "wholesome" event like drag storytime shows his goal isn't about helping Iowans, but about fear.

"It's about demonizing people that scare him and trying to drag them back into the closet," she said.

Onken said he thinks small children are vulnerable when put in a situation like a drag queen storytime. He claimed the children may be there against their will. He said he is also worried drag queens will be brought into local schools down the road.

He said he views drag queens as immoral and cited an occurrence in Ankeny as an example, claiming a performer "danced and "twerked" scandalously in front of small children.

"I didn't know what to expect here today when I decided to come here this morning. I was glad to see none of that was going on," he said.

**More:** Where Eileen Beran and Heather Hora stand on key issues in the Iowa House District 92 race

Onken uses the term "grooming" to refer to teaching children about LGBTQ issues.

"Grooming" is a term describing the action of pedophiles who have the intention of committing a sexual offense by preparing children for sexual actions. Conservatives have picked up the term to refer broadly to teaching children about LGBTQ issues.

Onken said he thinks grooming means when people teach children things that are contrary to his morals and the kids are unable to choose for themselves. He said this applies to "a lot of things" and doesn't have to be related to the LGBTQ community.

"I think this is something we need to stand against now and say that here is a time, place and manner for this type of stuff. You're confusing little kids with our tax dollars," he said.

*George Shillcock is the Press-Citizen's local government and development reporter covering Iowa City and Johnson County. He can be reached at (515) 350-6307, GShillcock@press-citizen.com and on Twitter @ShillcockGeorge*



**Minutes of the Regular Meeting  
LIBRARY BOARD OF TRUSTEES  
September 22, 2022  
Iowa City Public Library  
2<sup>nd</sup> Floor – Boardroom  
Regular Meeting - 5:00 PM**

**DRAFT**

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**Members Present:** DJ Johnk, Robin Paetzold, John Raeburn, Tom Rocklin, Hannah Shultz, Dan Stevenson.

**Members Absent:** Noa Kim, Carol Kirsch, Claire Matthews.

**Staff Present:** Elsworth Carman, Maggie Dambro, Anne Mangano, Jen Miller, Zoe Murphy, Brent Palmer, Angie Pilkington.

**Guests Present:** Charlie Johnk.

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

**Approval of September 22, 2022 Board Meeting Agenda.** Paetzold made a motion to approve the September 22<sup>nd</sup> Board Meeting Agenda. Shultz seconded. Motion passed 5/0.

**Public Discussion.** None.

**Items to be Discussed.**

**Budget Discussion.** Carman shared CIP (Capital Improvement Project) reports are due September 23<sup>rd</sup>. The budget kickoff will happen later this month and the first face to face meeting will happen in November. There is a new leadership group in Finance but Carman believes the budget process will operate similarly to previous years. Carman is happy the Library Coordinators are bringing budget ideas to the table. Rocklin asked if the kickoff meeting was the first hint at what level of budget increase to expect. Carman shared in previous years this has been the meeting when staff get the landscape of the next budget cycle. Carman imagines inflation being discussed. If staff are asked to come back with a flat budget request Carman believes this will lead to a conversation about the priority of services offered.

**Policy Review: 401 Finance Policy.** Carman shared the intention of this revision was to provide clarification. Carman feels no changes were made to the spirit of the document. The changes made were done in an attempt to provide more accurate information. Paetzold asked about policy line 401.11.B which pertains to discarding materials. Paetzold wondered if there should be a clause added

stating, *proceeds will benefit the Library*. Mangano shared that some materials are sold and then go to directly to a revenue fund. Changes made to the Finance Policy reflect previous revisions to the Collection Policy. Mangano recommended updating the Collection policy if the draft of the Finance Policy was altered. Paetzold felt transparency was very important to quell concern from patrons. Johnk agreed and wondered if the policy could reflect both sentiments. Paetzold discussed the importance of being proactive about library waste and wondered if clarification would appease that need. Carman felt this was a good point.

Raeburn joined the meeting at 5:10 PM.

Carman felt comfortable with the policy language but thought it might be useful to review revenues. Paetzold wondered if the policy should include language about benefiting the Library. Mangano explained some materials are sold to Sustainable Shelves at Baker & Taylor and proceeds go directly to purchasing new materials through Baker & Taylor. Other materials are given to the Friends Foundation to support the Book End, the used bookstore at ICPL. Paetzold wondered if the policy language should state, "to support the library's mission." Johnk liked this suggestion. Mangano noted this for the upcoming Collection Policy review. Paetzold wanted the policy to reflect future potential concerns of the public. Shultz made a motion to approve the policy with the agreed upon clarification. Johnk seconded. Motion passed 6/0.

**Policy Review: 801 Circulation and Library Card Policy.** Rocklin shared Board action was not required as no changes were recommended. Johnk asked if a public announcement had been made about going fine free. Carman shared a press release went out at the beginning of the Summer Reading Program and it was also on social media. There was a discussion about content in The Window.

### **Staff Reports.**

**Director's Report.** Carman has continued to meet with community members and shared the Strategic Plan data in his report has increased since submission. Carman discussed the handrail installation at the library entrance and was pleased to share there have been no comments. Carman approved the removal of the red planters. Johnk said the rails look great.

Paetzold asked when a summary of the Strategic Plan feedback would be shared. Carman felt this could be shared before the end of the year. Shultz asked about the hiring process of the Development Coordinator. Carman shared he hopes to have an update early next week after some unexpected delays.

Raeburn asked about the locations of the exterior drop boxes and why they were so expensive. Carman shared he was actually surprised by the low cost of the remote drop boxes. There are two in the community; one located at the First Avenue Hy-Vee and the other at Green State Credit Union on Mormon Trek. The bins are used by patrons returning materials and have reached the end of their lifespan. Pilkington shared the bins have rusted through. Carman believes it is time to replace them. Carman is in discussion to see if these should be a CIP request based on the price of the quote.

Carman added to his report that a facility upgrade was made to the sensors in public restrooms. Library staff discovered the public restroom sink sensors were unable to detect darker skin tones. As soon as it was realized repairs were immediately made to fix half of the restrooms, due to the cost of repairs. The other half were recently fixed using NOBU funds. Now all public restrooms have been

repaired. Pilkington shared the soap dispenser in the public restroom near the music cd collection has also been repaired.

Shultz wondered if staff had considered placing drop boxes in more locations in the community. Carman said not currently but this project could go in the next Strategic Plan. Shultz referred to a previous Trustee meeting conversation about the locations of remote bins. Shultz felt there are big areas in our community where it is a hardship to return library materials. Johnk suggested the Bookmobile was an alternate location to return materials. Carman felt this could be discussed further with the Leadership Team. Paetzold asked if adding remote bins would increase labor costs. Carman agreed they would. Shultz asked if they get emptied every day. Carman and Pilkington said yes, even on the worst weather days and holidays when the library is closed.

Carman recommended that Trustees walk by the playground if they haven't recently. There was discussion about how nice it will be when complete.

### **Departmental Reports**

**Adult Services.** Paulios absent. No comments.

**Community & Access Services.** Helmick absent. No comments.

Pilkington shared a handout with Trustees that reported Summer Reading Program data.

Stevenson asked to review the Telework policy in the Director's report. Stevenson asked if any staff were teleworking and wondered how it was going. Carman said the Leadership Team has not rolled it out yet and wanted to share this policy with the Board of Trustees first. The Leadership Team had a complex discussion about implementing it due to staff schedules, compensation levels, and public service duties. Carman shared this policy will only work for a minority of library staff but hopes it will benefit those who can use it. Carman shared it makes more logistical sense for many other departments in the City. The Leadership Team will review each request as a team when granting approval for telework. If this policy is discontinued the Board of Trustees will be notified.

**Miscellaneous.** None.

**President's Report.** None.

**Announcements from Members.** Paetzold shared there will be a few sessions geared towards Trustees at the upcoming ILA Conference in Coralville. Mangano will be presenting on Trustee's roles and Intellectual Freedom. Paetzold advocated to have Mangano share this presentation with Trustees for continuing education purposes. Pilkington shared Sam Helmick is being sworn in as ILA President at the ILA conference. Paetzold encouraged everyone to attend.

**Committee Reports.** None.

**Communications.** None.

**Consent Agenda.** Paetzold made a motion to approve the Consent Agenda. Johnk seconded. Motion passed 6/0.

**Set Agenda Order for October Meeting.** Rocklin shared there will be a budget discussion, statistical and financials reports, and department reports from Collection Services, Children's Services, and IT.

**Adjournment.** Rocklin adjourned the meeting at 5:31 PM.

Respectfully submitted,  
Jen Miller

Library Disbursements: September 1 to September 30, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550110								Library Administration
10550110 432080								Other Professional Services
012680	IOWA LIBRARY ASSOCIA	83122	0	2023	3 INV P	425.00	093022	278146 Admin/ILA Conferenc
014353	ONE SOURCE THE BACKG PLUS4649-20220831		0	2023	3 INV P	486.00	090922	34756 BACKGROUND CHECKS F
014353	ONE SOURCE THE BACKG PLUS4649VOL-20220831		0	2023	3 INV P	490.00	090922	34756 BACKGROUND CHECKS F
						976.00		
						ACCOUNT TOTAL		1,401.00
10550110 435055								Mail & Delivery
010473	UNITED PARCEL SERVIC	000068774R382	0	2023	3 INV A	12.50	100722	Admin/UPS Internet
						ACCOUNT TOTAL		12.50
10550110 436050								Registration
010475	GREENSTATE CREDIT U	1008229103	0	2023	3 INV P	1,812.24	093022	278129 JMiller/Mastercard
010537	INNOVATIVE INTERFACE	INV-INC32488	0	2023	3 INV A	800.00	100722	Admin/Create Lists
						ACCOUNT TOTAL		2,612.24
10550110 438130								Cell Phone/Data Services
010482	VERIZON WIRELESS	9915502650	0	2023	3 INV P	412.45	093022	278275 Admin/Cell Phone Se
						ACCOUNT TOTAL		412.45
10550110 449120								Equipment Rental
011898	QUADIENT LEASING USA	N9543307	0	2023	3 INV P	669.81	090922	34762 Admin/Mail Machine
						ACCOUNT TOTAL		669.81
10550110 452010								Office Supplies
010475	GREENSTATE CREDIT U	1008229103	0	2023	3 INV P	149.41	093022	278129 JMiller/Mastercard
						ACCOUNT TOTAL		149.41
10550110 469320								Miscellaneous Supplies
010510	DEMCO INC	7178429	0	2023	3 INV P	236.14	093022	278111 Admin/4 Rolls of IC
010522	COPY SYSTEMS INC	IN457534	0	2023	3 INV P	24.16	091622	34811 Admin/1 Pkg Postage
010522	COPY SYSTEMS INC	IN458498	0	2023	3 INV P	60.64	093022	35352 Admin/4 Rolls of Me
						84.80		
						ACCOUNT TOTAL		320.94
10550110 469360								Food and Beverages
010475	GREENSTATE CREDIT U	1008229103	0	2023	3 INV P	15.96	093022	278129 JMiller/Mastercard
						ACCOUNT TOTAL		15.96

Library Disbursements: September 1 to September 30, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ORG 10550110 TOTAL						5,594.31		
10550121			Library Bldg Maint - Public					
10550121 438070			Heating Fuel/Gas					
010319 MIDAMERICAN ENERGY	20220907081218	0	2023	3	INV P	24.92	090922	34754 MidAmBilling 090720
ACCOUNT TOTAL						24.92		
10550121 442010			Other Building R&M Services					
010475 GREENSTATE CREDIT U	1008220771	0	2023	3	INV P	36.00	093022	278126 BGehrke/Mastercard
010817 AUTOMATIC DOOR GROUP	119112	0	2023	3	INV P	3,900.00	090922	34731 FAC/Annual Maintena
010821 MIDWEST ALARM SERVIC	390439	0	2023	3	INV P	156.00	091622	277568 FAC/Service Call-Ph
010835 FOSTER APPLIANCE	10079A-C	0	2023	3	INV A	88.00	100722	FAC/Icemaker Repair
010835 FOSTER APPLIANCE	9917A-C	0	2023	3	INV A	206.95	100722	FAC/Icemaker Repair
						294.95		
010981 JOE'S QUALITY WINDOW	20348	0	2023	3	INV P	150.00	093022	278150 FAC/Lower Outside W
010981 JOE'S QUALITY WINDOW	20405	0	2023	3	INV P	150.00	093022	278150 FAC/Lower Outside W
						300.00		
016413 BED BUG CATCHER	2012	0	2023	3	INV A	750.00	100722	FAC/Bimonthly Bed B
ACCOUNT TOTAL						5,436.95		
10550121 442020			Structure R&M Services					
010823 SCHUMACHER ELEVATOR	90561003	0	2023	3	INV P	625.21	090922	34767 Elevator Maint Augu
ACCOUNT TOTAL						625.21		
10550121 442030			Heating & Cooling R&M Services					
010392 RMB CO INC	10848	0	2023	3	INV P	897.16	092322	34913 FAC/AC Leak Repair
010392 RMB CO INC	10854	0	2023	3	INV P	1,910.84	092322	34913 FAC/Admin Ceiling L
						2,808.00		
ACCOUNT TOTAL						2,808.00		
10550121 445030			Nursery Srvc-Lawn & Plant Care					
010181 GREENERY DESIGNS	3812	0	2023	3	INV P	74.00	090922	277396 FAC/August Interior
ACCOUNT TOTAL						74.00		
10550121 445330			Other Waste Disposal					
013663 REPUBLIC SERVICES OF	0897-000967701	0	2023	3	INV P	168.21	090922	277448 Refuse & Recycling
013663 REPUBLIC SERVICES OF	0897-000970384	0	2023	3	INV A	168.21	100722	Refuse & Recycling



Library Disbursements: September 1 to September 30, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
								336.42
								ACCOUNT TOTAL 336.42
10550121 449160								Other Rentals
010627 CINTAS CORPORATION	4130227970	0	2023 3	INV	P	223.25 091622	277515	FAC/Sanitary Suppli
010627 CINTAS CORPORATION	4131575595	0	2023 3	INV	P	223.25 093022	278105	FAC/Sanitary Suppli
								446.50
								ACCOUNT TOTAL 446.50
10550121 452040								Sanitation & Indust supplies
010290 LENOCH AND CILEK ACE	372675/3	0	2023 3	INV	P	979.13 091622	277560	FAC/Sanitary Suppli
010627 CINTAS CORPORATION	4130227970	0	2023 3	INV	P	273.66 091622	277515	FAC/Sanitary Suppli
010627 CINTAS CORPORATION	4131575595	0	2023 3	INV	P	204.17 093022	278105	FAC/Sanitary Suppli
								477.83
								ACCOUNT TOTAL 1,456.96
10550121 466070								Other Maintenance Supplies
011399 ELECTRIC EQUIPMENT S	9273	0	2023 3	INV	P	303.82 092322	34882	FAC/Batteries & Lig
								ACCOUNT TOTAL 303.82
10550121 469190								Minor Equipment
010475 GREENSTATE CREDIT U	1008229103	0	2023 3	INV	P	25.98 093022	278129	JMiller/Mastercard
								ACCOUNT TOTAL 25.98
								ORG 10550121 TOTAL 11,538.76
10550140								Library Computer Systems
10550140 438140								Internet Fees
014293 IMON COMMUNICATIONS	2817417A	0	2023 3	INV	P	253.20 093022	278140	Internet Services
014293 IMON COMMUNICATIONS	2829585	0	2023 3	INV	P	477.83 093022	278139	IT/Internet & Phone
								731.03
								ACCOUNT TOTAL 731.03
10550140 443020								Office Equipment R&M Services
011736 KONICA MINOLTA BUSIN	281974490	0	2023 3	INV	P	779.47 091622	277557	IT/Quarterly Mainte
011736 KONICA MINOLTA BUSIN	77558795	0	2023 3	INV	P	114.30 093022	278158	IT/Lease Payment
								893.77
								ACCOUNT TOTAL 893.77

Library Disbursements: September 1 to September 30, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550140 444080 010475 GREENSTATE CREDIT U	1008220250	0	2023	3	INV P	17.19 093022	278125	BPalmer/Mastercard
010525 ENCOMPASS IOWA LLC 010525 ENCOMPASS IOWA LLC	12692 12824	0 0	2023	3	INV P INV P	975.00 091622 975.00 091622	34816 34816	IT/IT Essentials & IT/IT Essentials, B
						1,950.00		
014696 TECHSOUP GLOBAL	03312543	0	2023	3	INV P	6,960.00 090922	277461	IT/100 Microsoft 36
					ACCOUNT TOTAL	8,927.19		
10550140 452010 010475 GREENSTATE CREDIT U	1008229103	0	2023	3	INV P	378.88 093022	278129	JMiller/Mastercard
					ACCOUNT TOTAL	378.88		
10550140 455120 010475 GREENSTATE CREDIT U	1008220250	0	2023	3	INV P	94.47 093022	278125	BPalmer/Mastercard
					ACCOUNT TOTAL	94.47		
					ORG 10550140 TOTAL	11,025.34		
10550151 10550151 432080 016465 ENGELBRECHT, JOHN	91522	0	2023	3	INV P	100.00 093022	278118	AD/Honorarium: Lo-F
					ACCOUNT TOTAL	100.00		
10550151 445250 000119 DEWITT LIBRARY	3238587	0	2023	3	INV A	55.00 100722		AD/ILL Reimbursemen
					ACCOUNT TOTAL	55.00		
10550151 454020 012407 BOOK PAGE	S61739	0	2023	3	INV P	648.00 091622	277510	AD/Annual Subscript
					ACCOUNT TOTAL	648.00		
10550151 469320 010475 GREENSTATE CREDIT U	1008227792SRP	0	2023	3	INV P	77.28 093022	278128	JPaulios/Mastercard
					ACCOUNT TOTAL	77.28		
					ORG 10550151 TOTAL	880.28		
10550152 10550152 432080 043 016281 MCCUSKEY, ERIN	82622	0	2023	3	INV P	50.00 090922	277428	CHI/Babywearing Sal
					ACCOUNT TOTAL	50.00		

Library Disbursements: September 1 to September 30, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550152 445140 010373 PIP PRINTING	110647	0	Outside Printing 2023 3 INV P	106.35 091622	34833	CHI/Children's Desk
			ACCOUNT TOTAL	106.35		
10550152 452010 010125 BLICK ART MATERIALS	257417	0	Office Supplies 2023 3 INV P	49.44 090922	277372	CHI/Paper for Bookw
			ACCOUNT TOTAL	49.44		
10550152 469320 010475 GREENSTATE CREDIT U	1008227446	0	Miscellaneous Supplies 2023 3 INV P	117.27 093022	278127	APilkington/Masterc
			ACCOUNT TOTAL	117.27		
10550152 469360 010475 GREENSTATE CREDIT U	1008227446	0	Food and Beverages 2023 3 INV P	150.65 093022	278127	APilkington/Masterc
			ACCOUNT TOTAL	150.65		
			ORG 10550152 TOTAL	473.71		
10550159 10550159 432080 010475 GREENSTATE CREDIT U	1008227149	0	Lib Public Svcs-Comm Access Other Professional Services 2023 3 INV P	348.00 093022	278130	SHelmick/Mastercard
			ACCOUNT TOTAL	348.00		
10550159 435059 011328 LITTLE VILLAGE MAGAZ 10529 011328 LITTLE VILLAGE MAGAZ 10685	10529 10685	0 0	Advertising 2023 3 INV P 2023 3 INV P	450.00 091622 450.00 092322	277561 277752	CAS/July Advertisem CAS/Advertisement
				900.00		
			ACCOUNT TOTAL	900.00		
10550159 445140 010050 TRU ART 010050 TRU ART	119909011 120223011	0 0	Outside Printing 2023 3 INV P 2023 3 INV A	372.00 091622 636.00 100722	277598	CAS/1500 Fall Bookm CAS/ 3,000 Welcome
				1,008.00		
			ACCOUNT TOTAL	1,008.00		
10550159 448030 010467 U OF IA	92822	0	Community Events Funding 2023 3 INV A	150.00 100722		CAS/ICPL Homecoming
010475 GREENSTATE CREDIT U	1008229103	0	2023 3 INV P	84.66 093022	278129	JMiller/Mastercard
			ACCOUNT TOTAL	234.66		



Library Disbursements: September 1 to September 30, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
						34.48		
010536 INGRAM LIBRARY SERVI	70995830	0	2023 3	INV	P	90.26	091622	277544 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71014480	0	2023 3	INV	P	88.57	091622	277544 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71079730	0	2023 3	INV	P	105.78	091622	277544 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71247368	0	2023 3	INV	P	161.54	091622	277544 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71308535	0	2023 3	INV	P	88.73	092322	277729 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71318275	0	2023 3	INV	P	26.87	093022	278142 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71424259	0	2023 3	INV	P	28.27	093022	278142 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71555525	0	2023 3	INV	A	10.50	100722	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71564272	0	2023 3	INV	A	40.21	100722	LIBRARY MATERIALS
						640.73		
			ACCOUNT TOTAL			5,302.56		
10550210 477040			DO NOT USE Books	Cat/Reference				
010509 BAKER & TAYLOR INC C	2036944862	0	2023 3	INV	P	13.59	091622	277506 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71014480	0	2023 3	INV	P	44.32	091622	277544 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71247368	0	2023 3	INV	P	31.10	091622	277544 LIBRARY MATERIALS
						75.42		
			ACCOUNT TOTAL			89.01		
10550210 477070			eBooks					
011068 OVERDRIVE INC	01370Co22317408	0	2023 3	INV	P	118.46	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22322281	0	2023 3	INV	P	271.01	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22332907	0	2023 3	INV	P	92.99	093022	278182 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22342925	0	2023 3	INV	P	146.61	093022	278182 LIBRARY MATERIALS
						629.07		
			ACCOUNT TOTAL			629.07		
10550210 477120			Audio (Read-Along)					
015458 FINDAWAY WORLD LLC	402183	0	2023 3	INV	P	49.99	091622	277530 LIBRARY MATERIALS
			ACCOUNT TOTAL			49.99		
10550210 477160			Video (DVD)					
010546 MIDWEST TAPE	502547374	0	2023 3	INV	P	52.47	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502574910	0	2023 3	INV	P	26.23	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502606270	0	2023 3	INV	P	222.64	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502645892	0	2023 3	INV	P	216.64	093022	278175 LIBRARY MATERIALS
						517.98		
			ACCOUNT TOTAL			517.98		

Library Disbursements: September 1 to September 30, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550210 477200			Toys/Kits					
010536 INGRAM LIBRARY SERVI	71308535	0	2023 3	INV	P	15.47 092322	277729	LIBRARY MATERIALS
			ACCOUNT TOTAL			15.47		
10550210 477250			Streaming Media/PPU					
011068 OVERDRIVE INC	01370Co2232281	0	2023 3	INV	P	65.00 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22332907	0	2023 3	INV	P	90.00 093022	278182	LIBRARY MATERIALS
						155.00		
015034 KANOPY INC	311879	0	2023 3	INV	P	110.00 091622	277555	LIBRARY MATERIALS
			ACCOUNT TOTAL			265.00		
			ORG 10550210 TOTAL			6,869.08		
10550220			Library Adult Materials					
10550220 477020			Books (Cat/Cir)					
010378 PRAIRIE LIGHTS BOOKS	3606	0	2023 3	INV	P	288.77 092322	277778	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036868924	0	2023 3	INV	P	888.77 091622	277506	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036939475	0	2023 3	INV	P	170.29 091622	277506	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036941940	0	2023 3	INV	P	304.92 091622	277506	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036944862	0	2023 3	INV	P	543.40 091622	277506	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036950464	0	2023 3	INV	P	2,527.23 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036951222	0	2023 3	INV	P	254.90 092322	277676	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036951682	0	2023 3	INV	P	157.01 091622	277506	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036955015	0	2023 3	INV	P	235.50 091622	277506	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036955129	0	2023 3	INV	P	317.81 092322	277676	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036956963	0	2023 3	INV	P	620.03 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036958453	0	2023 3	INV	P	171.10 091622	277505	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036959699	0	2023 3	INV	P	276.70 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036961064	0	2023 3	INV	P	19.78 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036961079	0	2023 3	INV	P	538.38 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036964708	0	2023 3	INV	P	267.29 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036971340	0	2023 3	INV	P	1,171.32 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036972114	0	2023 3	INV	P	283.92 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036981059	0	2023 3	INV	P	232.09 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036981351	0	2023 3	INV	P	93.41 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036986569	0	2023 3	INV	P	599.04 093022	278098	LIBRARY MATERIALS
						9,672.89		
010520 CENTER POINT PUBLISH	1954368	0	2023 3	INV	A	142.02 100722		LIBRARY MATERIALS
010531 GALE GROUP	78340398	0	2023 3	INV	A	17.24 100722		LIBRARY MATERIALS
010531 GALE GROUP	78943883	0	2023 3	INV	A	30.39 100722		LIBRARY MATERIALS
010531 GALE GROUP	79276329	0	2023 3	INV	A	17.24 100722		LIBRARY MATERIALS
						64.87		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010536 INGRAM LIBRARY SERVI	70979102	0	2023 3	CRM	P	-27.95 091622	277544	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	70995830	0	2023 3	INV	P	44.35 091622	277544	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71014480	0	2023 3	INV	P	42.57 091622	277544	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71079730	0	2023 3	INV	P	41.12 091622	277544	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71247368	0	2023 3	INV	P	772.96 091622	277544	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71308535	0	2023 3	INV	P	278.45 092322	277729	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71318275	0	2023 3	INV	P	156.44 093022	278142	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71424259	0	2023 3	INV	P	185.62 093022	278142	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71555525	0	2023 3	INV	A	185.68 100722		LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71564272	0	2023 3	INV	A	145.00 100722		LIBRARY MATERIALS
						1,824.24		
010546 MIDWEST TAPE	502547374	0	2023 3	INV	P	26.24 091622	277573	LIBRARY MATERIALS
013216 ANTELOPE LENDING LIB	24	0	2023 3	INV	P	31.00 093022	278091	LIBRARY MATERIALS/B
014503 GREENHAVEN PUBLISHIN	GRL504640I	0	2023 3	INV	P	224.10 091622	277536	LIBRARY MATERIALS
ACCOUNT TOTAL						12,274.13		
10550220 477040			DO NOT USE Books	Cat/Reference				
010536 INGRAM LIBRARY SERVI	70995830	0	2023 3	INV	P	52.44 091622	277544	LIBRARY MATERIALS
010542 LEGAL DIRECTORIES PU	0519858-IN	0	2023 3	INV	P	59.75 091622	277559	LIBRARY MATERIALS
ACCOUNT TOTAL						112.19		
10550220 477070			eBooks					
011068 OVERDRIVE INC	01370Co22316414	0	2023 3	INV	P	688.60 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22317412	0	2023 3	INV	P	1,365.54 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22318603	0	2023 3	INV	P	383.79 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22322283	0	2023 3	INV	P	800.75 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22330026	0	2023 3	INV	P	787.78 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22332908	0	2023 3	INV	P	769.52 093022	278182	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22335298	0	2023 3	INV	P	120.00 093022	278182	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22338671	0	2023 3	INV	P	63.99 093022	278182	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22342932	0	2023 3	INV	P	691.77 093022	278182	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CP22324758	0	2023 3	INV	P	161.75 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22320588	0	2023 3	INV	P	87.50 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22331022	0	2023 3	INV	P	316.78 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22343994	0	2023 3	INV	P	21.19 093022	278182	LIBRARY MATERIALS
						6,258.96		
ACCOUNT TOTAL						6,258.96		
10550220 477110			Audio (Digital)					
010546 MIDWEST TAPE	502565267	0	2023 3	INV	P	10.49 091622	277573	LIBRARY MATERIALS
010546 MIDWEST TAPE	502618817	0	2023 3	INV	P	46.76 093022	278175	LIBRARY MATERIALS
						57.25		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL						57.25		
10550220 477160			Video (DVD)					
010509 BAKER & TAYLOR INC C	H62295160	0	2023	3	INV P	31.45	091622	277507 LIBRARY MATERIALS
010546 MIDWEST TAPE	502547374	0	2023	3	INV P	256.32	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502547375	0	2023	3	INV P	76.11	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502574910	0	2023	3	INV P	266.81	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502574911	0	2023	3	INV P	27.99	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502606270	0	2023	3	INV P	260.87	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502606271	0	2023	3	INV P	31.78	091622	277571 LIBRARY MATERIALS
010546 MIDWEST TAPE	502645892	0	2023	3	INV P	472.26	093022	278175 LIBRARY MATERIALS
010546 MIDWEST TAPE	502645893	0	2023	3	INV P	116.34	093022	278175 LIBRARY MATERIALS
						1,508.48		
ACCOUNT TOTAL						1,539.93		
10550220 477210			DO NOT USE NonFiction VideoDVD					
010546 MIDWEST TAPE	502574910	0	2023	3	INV P	200.16	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502606270	0	2023	3	INV P	246.62	091622	277573 LIBRARY MATERIALS
010546 MIDWEST TAPE	502645892	0	2023	3	INV P	142.42	093022	278175 LIBRARY MATERIALS
						589.20		
ACCOUNT TOTAL						589.20		
10550220 477220			Video Games					
010536 INGRAM LIBRARY SERVI	71079730	0	2023	3	INV P	562.33	091622	277544 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71308535	0	2023	3	INV P	124.04	092322	277729 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	71564272	0	2023	3	INV A	105.57	100722	LIBRARY MATERIALS
						791.94		
ACCOUNT TOTAL						791.94		
10550220 477250			Streaming Media/PPU					
010546 MIDWEST TAPE	502616512	0	2023	3	INV P	3,566.26	091622	277572 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22316407	0	2023	3	INV P	952.57	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22316836	0	2023	3	INV P	90.00	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22317412	0	2023	3	INV P	451.48	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22318608	0	2023	3	INV P	319.82	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22326281	0	2023	3	INV P	109.00	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22330033	0	2023	3	INV P	570.37	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22330190	0	2023	3	INV P	326.40	091622	277583 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22332908	0	2023	3	INV P	203.25	093022	278182 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22335298	0	2023	3	INV P	574.98	093022	278182 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22338671	0	2023	3	INV P	351.39	093022	278182 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370Co22342932	0	2023	3	INV P	242.48	093022	278182 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22317502	0	2023	3	INV P	109.00	091622	277583 LIBRARY MATERIALS



**Library Disbursements: September 1 to September 30, 2022**

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
011068 OVERDRIVE INC	01370DA22331022	0	2023 3	INV	P	190.00 091622	277583	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22335509	0	2023 3	INV	P	64.35 093022	278182	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22338950	0	2023 3	INV	P	69.99 093022	278182	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22340920	0	2023 3	INV	P	65.00 093022	278182	LIBRARY MATERIALS
						<b>4,690.08</b>		
015034 KANOPY INC	311879	0	2023 3	INV	P	2,524.00 091622	277555	LIBRARY MATERIALS
						ACCOUNT TOTAL	10,780.34	
10550220 477290						Microfilm		
010550 PROQUEST INFORMATION	62709936	0	2023 3	INV	A	5,008.50 100722		LIBRARY MATERIALS
						ACCOUNT TOTAL	5,008.50	
10550220 477350						Online Reference		
010524 EBSCO	1000188312-1	0	2023 3	INV	P	3,802.00 092322	34879	LIBRARY MATERIALS
011322 MANGO LANGUAGES	INV010917	0	2023 3	INV	P	4,184.37 091622	277563	LIBRARY MATERIALS
012479 MORNINGSTAR	11855719MFY23	0	2023 3	INV	P	1,417.00 092322	277769	LIBRARY MATERIALS
						ACCOUNT TOTAL	9,403.37	
						ORG 10550220 TOTAL	46,815.81	
FUND 1000 General						TOTAL:	90,714.52	

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550320								Library Board Enterprise
10550320 452010								Office Supplies
010216 RICOH USA INC	5065452021	0	2023 3	INV	P	78.91 093022	35379	LBE/Additional Imag
010216 RICOH USA INC	5065452659	0	2023 3	INV	P	47.29 093022	35379	LBE/Additional Imag
						126.20		
						ACCOUNT TOTAL		126.20
						ORG 10550320 TOTAL		126.20
10550420								Library Designated Gifts
10550420 432080								Other Professional Services
016456 COMICS WORKSHOP	1CSM	0	2023 3	INV	P	250.00 092322	277693	UDG/ CSM Tween/Teen
016457 MOTT, MARGARET	38CSM	0	2023 3	INV	P	250.00 092322	277770	UDG/Tweens/Teens Co
						ACCOUNT TOTAL		500.00
10550420 469320 047								Miscellaneous Supplies
010475 GREENSTATE CREDIT U	1008227792SRP	0	2023 3	INV	P	450.50 093022	278128	JPaulios/Mastercard
						ACCOUNT TOTAL		450.50
						ORG 10550420 TOTAL		950.50
10550510								Library Children's Materials -
10550510 477020								Books (Cat/Cir)
010509 BAKER & TAYLOR INC C	2036951224	0	2023 3	INV	P	4.19 092322	277676	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036964903	0	2023 3	INV	P	10.25 093022	278098	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036964912	0	2023 3	INV	P	30.34 093022	278098	LIBRARY MATERIALS
						44.78		
						ACCOUNT TOTAL		44.78
						ORG 10550510 TOTAL		44.78
FUND 1001 Library Gifts						TOTAL:		1,121.48

**Library Disbursements: September 1 to September 30, 2022**

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550800								Library Replacement Reserve
10550800 444080								Software R&M Services
016427 MICROSOFT CORPORATIO	G014421104	0	2023	3	INV P	7,072.65	093022	278172 LRR/August Cloud Su
						ACCOUNT TOTAL		7,072.65
						ORG 10550800 TOTAL		7,072.65
FUND 1006 Library Replacement Reserves						TOTAL:		7,072.65

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 Carol Kirsch, President

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 DJ Johnk, Secretary