



IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240

DIRECTOR Susan Craig • PHONE 319-356-5200 • FAX 319-356-5494 • www.icpl.org

BOARD OF TRUSTEES

AGENDA

5:00 pm – 2nd floor Board Room

February 26, 2015

Robin Paetzold, President

Diane Baker

Thomas Dean, Vice President

Janet Freeman

David Hamilton

Thomas Martin

Linzee McCray

Meredith Rich-Chappell

Jay Semel, Secretary

1. Call Meeting to Order.

2. Public Discussion.

3. Approval of Minutes.

A. Approve Regular Minutes of Library Board of Trustees January 22, 2015 meeting.

4. Unfinished Business. None.

A. Director Evaluation Process.

Comment: Discussion continued from last meeting.

B. Board Recruitment.

Comment: Three vacancies for terms expiring June 30 will be posted February 23, 2015.

5. New Business.

A. FY16 Calendar.

Comment: The building calendar for the next fiscal year is set in February. The Hours of Service policy is attached for your information.

B. Board Policy #700: Community Relations.

Comment: This is a regularly scheduled policy review.

C. Board Policy #701: Public Relations.

Comment: This is a regularly scheduled policy review.

6. Staff Reports.

- A. Director's Report.
- B. State Accreditation Application.
- C. Departmental Reports: Children's Services, Collection Services, IT.
- D. Development Office Report.
- E. Spotlight on the Collection.
- F. Miscellaneous.

7. President's Report.

- A. Appoint Nominating Committee.

8. Announcements from Members.

9. Committee Reports.

- A. Foundation Members.

10. Communications.

11. Disbursements.

- A. Review MasterCard Expenditures for January, 2015.
- B. Approve Disbursements for January, 2015.

12. Set Agenda Order for March Meeting.

13. Adjournment.



Iowa City Public Library Meeting Agendas and Other Significant Events		
FEBRUARY 26, 2015	MARCH 26, 2015	APRIL 23, 2015
Policy Review: #700: Community Relations #701: Public Relations Appoint Nominating Committee Set Hours for Next Fiscal Year State Accreditation Departmental Reports: CH, CLS, IT OTHER: Family Fun(d) Night, 2/8	Policy Review: #102: Policy Making and Policy Review Appoint Committee to Evaluate Director Departmental Reports: AS, CAS OTHER: One Book, Two Book, 3/6-8	Meet as Members of Friends Foundation Policy Review: #803: Event Board #804: Public Pamphlet Distribution #805: Displays for Public Use President Appoints to Foundation Board Departmental Reports: CH, CLS, IT
MAY 28, 2015	JUNE 25, 2015	JULY 23, 2015
Election of Officers Policy Review: #704: Cardholder Database Departmental Reports: AS, CAS	Develop Ideas for Board Annual Report Director Evaluation Departmental Reports: CH, CLS, IT	Strategic Plan Review Board Annual Report Adopt NOBU Budget Planning Update Departmental Reports: AS, CAS
AUGUST 27, 2015	SEPTEMBER 24, 2015	OCTOBER 22, 2015
Review Annual Staff Report Departmental Reports: CH, CLS, IT OTHER: Annual Board Dinner	Strategic Plan Budget Discussion Departmental Reports: AS, CAS	Budget Discussion Friends Foundation Departmental Reports: CH, CLS, IT
NOVEMBER 19, 2015	DECEMBER 17, 2015	JANUARY 28, 2016
Departmental Reports: AS, CAS	Departmental Reports: CH, CLS, IT OTHER: Inservice Day	Review 2 nd Quarter Goals/Statistics 6 month Strategic Planning Update Director Evaluation Process Board Recruitment and Diversity Departmental Reports: AS, CAS



BOARD OF TRUSTEES

Minutes of the Regular Meeting January 22, 2015

DRAFT

Members Present: Tom Dean, David Hamilton, Thomas Martin, Robin Paetzold, Meredith Rich-Chappell.

Members Absent: Diane Baker, Janet Freeman, Linzee McCray, Jay Semel.

Staff Present: Maeve Clark, Susan Craig, Kara Logsdon, Anne Mangano, Patty McCarthy, Elyse Miller, Brent Palmer.

Guests Present: Stefanie Bowers, Human Rights Coordinator/Equity Director, City of Iowa City, Doyle Landry.

Call Meeting to Order. President Paetzold called the meeting to order at 5:00 p.m.

Public Discussion. Reverend Landry expressed gratitude to Susan Craig and library staff for summer reading program planning in 2015. He mentioned the "Free Speech or Fighting Words" piece in a December issue of the Gazette, apologized, and felt the issue was misrepresented and wanted library staff and the Board to know this.

Approval of Minutes.

The minutes of the December 18, 2014 Regular Meeting of Library Board of Trustees were reviewed. A motion to approve the Minutes of the Regular Meeting was made by Rich-Chappell and seconded by Hamilton. Motion carried 5/0.

Unfinished Business. None.

New Business.

Board Recruitment and Diversity. Stefanie Bowers, Human Rights Coordinator/Equity Director for the City of Iowa City facilitated a discussion on recruitment and diversity. Paetzold asked if other boards have the same challenges as the Library Board. Bowers said others do have these same challenges and improving board diversity is included in the City Council's strategic plan. Paetzold asked if the City is also working on recruitment for boards and commissions, in addition to the individual board's responsibility to recruit. Bowers said the City is in the planning process right now and recruitment is a shared responsibility. Hamilton asked how many boards and commissions there are in the City. There are 19 boards/commissions. Hamilton asked if Bowers knew the diversity of each board. People have to voluntarily self-identify so it is hard to know for sure, Bowers said. Paetzold asked if there was much interest in serving on boards in general. Bowers said interest has changed and reappointment of board members and restrictions on gender are current

considerations. Dean asked if the length of term of the Library Board might be a disincentive to serving. Dean believes it takes two years to get up to speed on the Library Board. Craig believes an election would be needed with a vote of the citizens to change the Library ordinance which sets term length. Paetzold wondered if there are other structural characteristics about our meeting that might prevent someone from serving, for example, the time of our meeting. Bowers believes the City application is not as friendly as it could be and is more like a job application. All of these issues are being considered.

5:37 Landry and Bowers depart.

FY15 Strategic Plan. Staff have completed a six month report on the current strategic planning goals. This is the second to the last report of the "old" strategic plan. Martin asked about classes. Clark said we offer classes about technology, particularly devices, classes on resources, etc. plus drop in tech help offerings.

Director Evaluation Process. Board members discussed the director evaluation process. Craig does not think the Board has ever used a printed evaluation form in absentia as some of the other libraries have done as reported in the packet. Craig said the Board can use whatever format it wishes. Paetzold said this conversation is a result of last year's Evaluating Committee seeking a more strategic way of approaching evaluating the director. Paetzold asked if it was possible that this could be discussed by a committee.

Dean said his experience with forms is that they have value or they don't and is concerned about consistency; he likes the interview process but maybe a template could help with directing the conversation without it being the entirety of the evaluation. Another advantage of the interview process is things come up that may not be on a form so perhaps a short list of categories/criteria could be considered. Paetzold said last year's Committee was concerned about having external input which takes a lot of time. Martin has trouble with word definitions and numbers in evaluations, "needs development" means different things to different people. He believes the interview process gets to specifics, although it is time consuming. Martin feels staff have buy-in when they are included in the process and sometimes you get even more information because a staff member offers an opinion about the library in general rather than just of the Library Director.

Members noted it is sometimes difficult to restate what has been said last year and the year before, but this is a good problem. Members discussed changing the month in which the Evaluation Committee is appointed. Craig noted by having the Committee appointed in March enables the Committee to build into the process identifying the format for the evaluation they will use and reporting on that in April. In this way, there would be room for change after discussion, if necessary. Paetzold said appointment of the Evaluating Committee will take place in March, the Committee will report back to the Board at the April the mode they intend to use during the evaluation process in April, and then use this process for the evaluation of the Library Director in June. Hamilton asked for a description of the evaluation process we use. The Board will revisit in February.

Staff Reports.

Director's Report. Craig went before City Council on Saturday, 1/8/15 and gave a brief presentation about the Library and where we are going. She reminded Council the Library has a couple of capital improvement projects; the bookmobile and HVAC controls. Craig said Kingsley Botchway

commented appreciatively about the Library and Michelle Payne asked about RFID tags. Craig believes Council will likely approve something close to what the City Manager approved for departments. Formal budget approval takes place in early March. There is still much concern about tax changes at the state level. Craig said we are hanging in there for next year. We will begin highlighting the many ways the Friends Foundation directly supports the library in a "Thanks a Million" campaign. This will kick off soon and will educate everyone about the many ways the Friends Foundation supports us. There was a meeting today for an RFP for upgrades to the meeting room equipment; four vendors participated.

Departmental Reports.

Adult Services. No comments.

Community & Access Services. No comments.

Inservice Day. No comments.

Development Office. McCarthy said we are preparing for Family Fun(d) night on February 8, 2015. The school district has agreed the flyer for this event can go in the virtual backpack next week. Nola Naughton's honor garnered \$1300. The May event is coming together; it is called the "Looking Ahead Lecture" for now until it has a real name. Dan Reed and Brooks Landon were invited to participate. The Foundation Board's Wes Berry is a potential narrator. The event is scheduled for May 17, 2015 from 6-8 pm. The lecture will be from 6-7; hors d'oeuvres and drinks from 7-8 pm. Martin asked about the "Love your Library!" and "Honor your Valentine," campaign and how to participate. McCarthy said this will be shared shortly.

Miscellaneous. No comments.

Spotlight on the Collection. No comments.

President's Report. Paetzold and Craig went to the County Board of Supervisors meeting this morning and shared our new strategic plan. Paetzold discussed the State Library Commission which Martin raised at the end of the December meeting. This is a four-year term, there will be three vacancies; one trustee, one academic librarian, one public librarian. Martin was asked to describe his experience as a Commissioner. The Commission usually meets in Des Moines from 10-2, once a month. The Governor makes this appointment so political and gender equity are required. Martin said he learned a lot about how libraries work in Iowa. The system was changed while Martin served. A Finance Committee was established after the budget cuts. This resulted in reorganized library services in Iowa. The Commission was responsible for hiring a new State Librarian this year. Another special situation occurred when a library director was hired who did not have an MLS, a requirement for library accreditation. This person hired an attorney to request an exception be granted, but the Commission did not make that exception. Martin said there is a lot of interaction with state government.

Announcements from Members. None.

Committee Reports. None.

Communications. None.

Quarterly Financial Reports. Craig said fines and lost and damaged are down in the six month report. Fines are down because overall circulation is down and the percentage of circulating items that can be fined is also down. This is a result of more electronic materials circulation. Also, the fine structure was just lowered on DVDs and raised on children's materials. Lost and damaged is down because circulation is down and electronic materials don't get lost or damaged. Paetzold asked about repercussions from changing the fine structure and wondered if there has been any feedback from the public. Logsden said there are many more people who have improved access because fines are not preventing them from checking materials out.

Quarterly Use Reports.

Circulation is going down but not at the same rate as last year. Craig hopes for a leveling off by the end of the year. Reserves are up 10%; we changed the policy last year and people are still just discovering increased number of holds service. More people in the building is up partly because of the new people counters which were installed in the fall, 2013. Craig believes there are more people in the building, just anecdotally. But, between Christmas and first week in January there were definitely fewer people in the building. It was also colder.

Disbursements.

The MasterCard expenditures for December, 2014 were reviewed. A motion to approve the disbursements for December 2014 was made by Dean and seconded by Martin. Motion carried 5/0.

Set Agenda Order for February Meeting.

Policy reviews.

State accreditation report.

Director evaluation.

Adjournment. A motion to adjourn the meeting was made by Rich-Chappell and seconded by Martin. Motion carried 5/0. President Paetzold closed the meeting at 6:25pm.

Respectfully submitted,
Elyse Miller



DRAFT

FY16 Calendar

July 1, 2015 through June 30, 2016

2015 Dates

Day	Date	Description	Hours	Staffing
Friday	July 3	Independence Day Observed	Open 10-6	Holiday Staffing
Saturday	July 4	Independence Day	Closed	Remote Drop Only
Monday	Sept 7	Labor Day	Closed	Remote Drop Only
Wednesday	Nov 11	Veterans Day	Open 10-6	Holiday Staffing
Wednesday	Nov 25	Thanksgiving Eve	Open 10-5	Regular Staffing
Thursday	Nov 26	Thanksgiving	Closed	Remote Drop only
Friday	Nov 27	City Holiday	Open 10-6	Holiday Staffing
Friday	Dec 11	Inservice Day	Closed	All Staff Attend
Thursday	Dec 24	Designated Holiday	Open 10-4	Holiday Staffing
Friday	Dec 25	Christmas Day	Closed	Remote Drop only
Thursday	Dec 31	New Year's Eve	Open 10-5	Regular Staffing

2016 Dates

Friday	Jan 1	New Year's Day	Closed	Remote Drop only
Monday	Jan 18	MLK Day	Open 10-6	Holiday Staffing
Monday	Feb 15	Presidents' Day	Open 10-6	Holiday Staffing
Monday	May 30	Memorial Day	Closed	Remote Drop only

812 Hours of Service

812.1 A critical component of library service is the hours that the building is open to the public. Generally, library hours and the annual calendar will be set to maximize access to the public at the times most convenient to them and within the resources available. When the Library is open all basic services will be available.

812.2 Library hours are reviewed annually and a calendar approved. Exceptions to hours changes other than those noted must be approved on a case-by-case basis. The Director may close the Library for weather or facility related emergencies.

812.3 Regular library hours are:

Monday through Thursday	10:00 a.m. – 9:00 p.m.
Friday	10:00 a.m. – 8:00 p.m.
Saturday	10:00 a.m. – 6:00 p.m.
Sunday	12:00 p.m. – 5:00 p.m.

812.4 Current Approved Exceptions to Stated Hours

812.41 Close at 5:00 PM on Thanksgiving Eve, and New Year's Eve.

812.42 Close at 4:00 p.m. on Christmas Eve

812.43 Closed on New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day.

812.44 Close at 6:00 PM on Martin Luther King Day, President's Day and Veteran's Day, and any other day the Library is open on a designated City holiday.

812.45 Close an extra day near Christmas if it makes calendar sense to declare a fixed day for the "floating" day allowed in the AFSCME contract (see Article X, Section 1).

812.46 Close one day per calendar year for in-service training at staff request.

812.5 History of Hours of Service

A. Closed 9-10 AM since 1960s.

B. Closed Friday evenings about 1970-72.

C. Sunday hours started 1970-72 (dropped FY79, FY81, FY82) (1-5 PM thru FY80, 12-4 PM thru FY97), 1-5 until September 2006, then 1-6, changed to 12-5, May 2007).

D. Closed Thursday mornings - December 1981 - June 1982.

E. Closed on minor holidays - 1970-72, FY87, FY92 (Veteran's Day, day after Thanksgiving, President's Day).

F. Closed Thursday evening, all day Friday March 7, 1987 - June 1, 1988.

G. Reopened Thursday evening, all day Friday June 2, 1988.

H. Closed Wednesday and Friday mornings, Thursday evenings, July 1, 1991.

I. Reopened Wednesday and Friday mornings and Thursday evenings; reopened on four minor holidays (Vets Day, day after Thanksgiving, Martin Luther King Day, President's Day). Begin Sunday service on day after Labor Day instead of First Sunday in October, July 1, 1992.

J. Funded in FY97 for Sundays before Memorial and Labor Day, Easter Sunday and two Sundays in June. Six additional Sundays added in FY98 provides Sunday service through July, reopening after Labor Day.

K. Open Sundays all year starting in FY99.

- L. Added 6-8 on Friday evenings beginning May 19, 2006 and 5-6 on Sunday September 10, 2006.
- M. Changed Sunday hours from 1-6 to 12-5 on May 6, 2007.

Adopted: 5/26/88
Revised: 7/25/91
Adopted: 1/28/93
Revised: 2/27/97
Revised: 2/25/99
Revised: 2/28/02
Revised: 3/24/05
Revised: 2/23/06
Revised: 2/22/07
Revised: 2/24/11
Reviewed: 2/27/14

700 Community Relations Policy

Proposal:

A routine staff review generated recommended minor changes to the Community Relations Policy.

Issues:

The purpose of the Community Relations Policy is to guide our work to maintain effective communications and mutual understanding between the Library and individuals, groups, and community agencies. It also mandates we will do regular planning to assure our collections, programs, resources and services meet community needs.

Sometimes there is confusion between the Community Relations and Public Relations policies. Public Relations is telling the Library's story and cultivating support for the Library and its mission. Community Relations is communication, establishing relationships, customer service, involvement in the civic and cultural life of the community, partnerships, programming, advocacy, tours, and presentations. Recent partners include:

100 Grannies	Kirkwood Community College & UI ESL Tours
Children's Center for Therapy	Kirkwood Community College English Conversation Group
City of Iowa City	Mission Creek
Coder Dojo	New Pioneer Coop
Coralville Public Library	North Liberty Community Library
Delta Center	Orchestra Iowa
Elder Services	Project GREEN
Enrichment Therapy and Learning Center	Public Libraries of Johnson County
First Mennonite Church	RSVP
Friends of Historic Preservation	Summer of the Arts
Hancher Auditorium	The NEST
Iowa Children's Museum	Therapy Dogs of Johnson County
Iowa City Community School District	UI Community Writing Center
Iowa City Downtown District	UI Homework Help
Iowa City Hospice	UI Libraries
Iowa City Parks and Recreation	UI Obermann Center
Iowa City UNESCO City of Literature	UI Raptor Center
Iowa City/Johnson County Senior Center	UI Student Chemistry Association
Johnson County Historical Society	UI Volunteer Income Tax Assistance
Johnson County Livable Community	United Way of Johnson and Washington Counties
Johnson County Social Services	And MANY more!
KidSight/Iowa City Noon Host Lions Club	

Recent work on the Strategic Plan show the importance the Library places on planning and community feedback in order to meet our community's needs. Reports from community and in-house surveys demonstrate the value our community places on the Library and is invaluable when planning for the future. Surveys also show the Library is well-used and patrons report they received excellent service from Library staff. A very important goal in Community Relations is to maintain this level of engagement.

All Library staff share a role in Community Relations. All job descriptions include customer service as a job duty and most staff has job assignments related to Community Relations including working on a public service desk. Other Community Relations assignments include planning programs, establishing and maintaining partnerships, giving tours, participating in civic organizations, working on outreach, advocating for the Library and library-related issues, and giving presentations about the Library.

Staff Recommendations:

700.7	Staff recommends replacing “bibliographies” with the more current term “Library resources.” We rarely create bibliographies for programs; however, we get frequent requests to pull Library materials for programs at the Library and for local organizations.
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Action Required: Review and adopt as amended.

Prepared by: Kara Logsden, Community and Access Services Coordinator, February 2, 2015.

Review Committee: Public Relations Team: James Clark, Mara Cole, Susan Craig, Beth Fisher, Meredith Hines-Dochterman, Kara Logsden, Patty McCarthy, Morgan Reeves, and Candice Smith.

700 Community Relations Policy

See also related policies: 701 Public Relations and 702 Policy for Library Programs.

- 700.1 The purpose of community relations is to maintain effective communications and increase understanding between the Library and individuals, groups, and government agencies. The Library's relationship with the community is critical to providing effective service. The Library will seek to identify and respond to community needs when planning services and will be involved in a variety of community activities.
- 700.2 The Library will regularly initiate a planning process that relies on a variety of public input to establish a long-range plan for service. Suggestions are invited at all times and surveys will be conducted regularly.
- 700.3 Regular training will be provided to ensure courteous, efficient, and effective service.
- 700.4 The Library will participate in the civic and cultural life of the community through fairs, festivals, parades and other events. Membership in the Chamber of Commerce and other civic organizations will be maintained.
- 700.5 The Library will pursue partnerships with other agencies, organizations, and businesses when they are compatible with the Library's service goals and priorities. Co-sponsorship and collaboration decisions are made on the basis of mutual needs and equitable benefits between the Library and potential partners.
- 700.6 Frequent and regular contacts with the community's elected officials will be maintained. Support for the activities of local government will be provided whenever possible.
- 700.7 Requests from groups for tours, presentations, or ~~bibliographies~~ Library resources will be accommodated whenever possible.
- 700.8 Responses to inquiries from members of the media will be timely.
- 700.9 The Library will work cooperatively with area public libraries.

Adopted 4/26/98
 Reviewed 5/26/00
 Reviewed 6/26/03
 Reviewed 5/26/05
 Reviewed 3/26/09
 Revised: 3/29/12
Revised: 2/26/15

701 Public Relations Policy**Proposal:**

A routine staff review generated recommended changes to the Public Relations Policy.

Issues:

The Public Relations Policy provides guidelines for the Library's work to keep the community informed about the Library's mission, collections, programs and services and to foster a positive public image of the Library. The overarching goal is to cultivate broad support for and use of the Library.

Public Relations have been a focus in recent Strategic Plans and continue to play an important role as we move forward to Connect with, Engage and Enrich our community. Public Relations efforts at the Library are guided by the Public Relations team. Those team members are listed at the bottom of this memo.

There is also a Marketing Work Group of staff who works daily on different aspects of Public Relations. This group is led by our Public Relations Specialist and includes the Library's Graphic Designer, Webmaster, Graphics Intern, Public Relations Aide, Volunteer Assistant and Community & Access Services Coordinator.

Library staff focus on many venues for Public Relations in addition to traditional media releases, posters and flyers created for Library programs. Other venues include The Window newsletter, social media (Facebook, Twitter, Instagram, and Pinterest), 123 South Linn Blog, On Air Podcast, monthly KXIC radio program, monthly newspaper columns written by staff for the Iowa City Press Citizen and The Gazette, news scrollers on the webpage, the graphic on the online catalog.

Although the Marketing Work Group represents staff members who have direct responsibility for Public Relations, all staff who plan classes, programs and events, select Library materials or who have responsibility for specific Library programs or services are expected to write blog posts, write newspaper articles, appear on radio programs, represent the Library in other community venues, and contribute to overall public relations efforts. We believe this participation cultivates a stronger overall voice when many individuals participate in these efforts.

Library budget funds are allocated to paid advertising, community events funding, and printing to support Public Relations efforts. We participate in a number of community-wide events annually to promote the Library. Most notably this includes the annual University of Iowa Homecoming Parade.

Although the policy represents Library practice, Coordinators had an active discussion about the need for 701.4. When the Policy was first adopted, public relations work was new to the Library. Over the years, public relations work has become routine. Reports are frequently made to the Board in monthly department reports and allocating funds for public relations is a routine part of budgeting. Because of this, staff believe 701.4 is no longer needed.

Staff Recommendations:

701.3	Remove reference to "electronic and print." Staff felt this was too limiting and "media" covered venues where the Library focuses on Public Relations.
701.4	Delete this section because public relations has become a routine part of our daily operations: "Funds will be allocated annually for public relations and a regular report of public relations activities will be shared with the Library Board annually."

Action Required: Review and adopt as amended.

Prepared by: Kara Logsden, Community and Access Services Coordinator, February 2, 2015.

Review Committee: Public Relations Team: James Clark, Mara Cole, Susan Craig, Beth Fisher, Meredith Hines Dochterman, Kara Logsden, Patty McCarthy, Morgan Reeves, and Candice Smith.

701. Public Relations: General Policy

- 701.1 The purpose of the public relations policy is to guide efforts to keep the community informed about the Iowa City Public Library's mission, services and resources and to foster a positive public image in order to maximize effective use and support.
- 701.2 The objectives of the Library's public relations program are:
- A. To promote awareness and understanding of the Library and its roles and activities in the community.
 - B. To stimulate interest in, and facilitate use of, the Library.
 - C. To encourage public participation in planning Library services.
 - D. To build advocacy for the Library's needs and the activities of the Friends Foundation.
 - E. To inform state, national, and international library communities about the activities of the Iowa City Public Library.
- 701.3 The Library will utilize a variety of media, ~~electronic and print,~~ to share its message.
- ~~701.4 Funds will be allocated annually for public relations and a regular report of public relations activities will be shared with the Library Board annually.~~

Approved by the Library Board of Trustees: 12/19/86

Reviewed: 10/27/88

Revised: 11/19/92

Revised: 3/97

Reviewed: 5/26/00

Revised: 6/26/03

Revised: 3/30/06

Revised: 3/26/09

Revised: 3/29/12

Revised: 2/26/15

Iowa City Public Library FY16 Application Form for Accreditation and Direct State Aid Tier Level

Introduction

Due March 20, 2015

The Standards and Accreditation program exists to encourage the ongoing development of high quality public library services in Iowa. *In Service to Iowa: Public Library Standards* is the standards program manual for Iowa Library Services. Examples and more information for each standard will be found in that document. For the full text of the publication: <http://www.statelibraryofiowa.org/ld/accr-and-standards/5thed>

Instructions

Mark the check box of each standard met.

Many standards are long and will not fit on the application form. To see the full text of the standard, click on the underlined number associated with each standard. You can also refer back to *In Service to Iowa* to see the full text.

LINE# = Data taken from the Public Library Annual Survey will be indicated by the term **LINE** with the appropriate line number. **LINE F09** ÷ **LINE J05** would divide line F09 by line J05 from the Survey.

(FY14) = Standards marked this way should use data taken from the FY14 Iowa Public Library Annual Survey. Dates covered (July 1, 2013 - June 30, 2014.) Some standards use data from more than one fiscal year and will be shown as (FY14, FY13, FY12).

The software will automatically calculate any data taken from your annual survey.

Notes can be created if needed by clicking the grey notes icon to the far right of each standard. Please use the "Local Notes" box.

Make sure you save your work often. There is a red save button at the top and bottom of each page. Your work will also be saved when you click on the green "Next" button. Your work may not be saved if you click one of the links under "Survey Navigation" on the left.

(Tier 1), (Tier 2), (Tier 3): Indicates the Tier level of the listed standards. Standards without a Tier level listed are considered optional.

- Libraries applying for Tier 1 status must meet all (Tier 1) standards.
- Libraries applying for Tier 2 status must meet all (Tier 1) and all (Tier 2) standards.
- Libraries applying for Tier 3 (accredited) status must meet all (Tier 1), all (Tier 2), and all (Tier 3) standards. They must also meet 16 of 32 optional standards..

Submittal: When you are ready to submit your application, follow the steps listed below.

Step 1: Verify that you have all of your supporting documentation on file at Iowa Library Services. The Supporting Documents Checklist is now included at the end of this application form. You must check the box at the bottom of the "Request for Supporting Documentation" page in order to submit your application.

Step 2: Click on the "Status" tab on the brown tab bar at the top of the form.

Step 3: Resolve any edit checks and make sure all required questions are answered.

Step 4: Click on the grey tab labeled "Submit Survey."

Step 5: Click the green button also labeled "Submit Survey." If everything is correct you will see a popup box that says "Congratulations, submission successful!" You may print a copy of your application form at this point. Once submitted you will not be able to make changes to your application. Please contact Scott Dermont at Iowa Library Services if you need to unlock your application.

Section 1: Boards and Governance

(Tier 1)

- | | | |
|----|---|-----|
| 1. | The library is established and maintained according to the provisions of local ordinance and state law. | Yes |
| 2. | A legally appointed and constituted library board governs the operation of the library. | Yes |
| 2i | To verify that your library meets this standard, please put your initials here: | SC |
| 3. | The library board or other authority as defined by ordinance: | |
| | <ul style="list-style-type: none"> • Hires the library director • Delegates the active management of the library, including personnel administration, to the library director | Yes |
| 3i | To verify that your library meets this standard, please put your initials here: | SC |
| 4. | The library board has written bylaws that outline its operational procedures.
Bylaws should be no older than February 2012 | Yes |
| 5. | The library board meets no fewer than 10 times a year with the library director or designee in attendance. | Yes |

6. The library board adopts four required written policies - circulation, collection development, personnel, and Internet use. Yes
Policies should be no older than February 2012

(Tier 2)

7. The library's adopted circulation policy is consistent with the principles of the right to privacy and the Code of Iowa. Yes
8. The library's adopted collection development policy is consistent with principles of intellectual freedom as found in such documents as the U.S. Constitution, the American Library Association Intellectual Freedom Manual, and the Iowa Library Association Intellectual Freedom Resource Guide. Yes

Non-Tier

9. The library board has written policies, as deemed appropriate for the library, and reviews them at least every three years. All policies are available to all staff members and for public inspection. Yes

Check any additional policies adopted. At least two are required to meet this standard:

- a. Bulletin board and displays Yes
- b. Customer conduct in the library Yes
- c. Customer service No
- d. Disaster preparedness and recovery No
- e. Emergencies and evacuation No
- f. Friends groups No
- g. Hours including holiday and weather closings Yes
- h. Library foundation No
- i. Meeting room/ICN room use Yes
- j. Programs for youth and adults Yes
- k. Public access computers No
- l. Public relations Yes
- m. Reference and readers' advisory services No
- n. Sex offender Yes
- o. Unattended children Yes
- p. Volunteers Yes
- q. Other policies (Please List) see list

Iowa Library Services has sample policies on its Website, <http://www.statelibraryofiaowa.org/Id/Policies>. District Consultants can also assist in locating sample policies.

Section 2: Administration

(Tier 1)

10. The library director provides written financial and statistical reports for review at library board meetings. Yes
11. The library follows statutory requirements as to fiscal year, audits, and budgeting, and submits annual and other reports as requested by its funding authorities. Yes
- 11i To verify that your library meets this standard, please put your initials here: SC
12. The library director conducts an orientation program for new board members. Yes
- 12i To verify that your library meets this standard, please put your initials here: SC

(Tier 2)

13. The library director shares information with the board about the following laws that affect library operations. Click on the underlined number 13 to the left to view the laws. Yes
- 13i To verify that your library meets this standard, please put your initials here: SC
14. The library keeps its borrowers' registrations up-to-date. Inactive registration records are removed at least every three years. Yes
- 14d Enter date of last borrower purge 06/20/2014

(Tier 3)

15. All members of the library board of trustees participate in continuing education each year. Yes
- 15i To verify that your library meets this standard, please put your initials here: SC
16. The library has a written plan. Yes
Plan should be no older than February 2010

Non-Tier

17. The library director informs the board of pending library legislation on the local, state, and national levels to enable board members and staff to participate in the legislative process. Yes

Section 3: Funding

(Tier 1)

- | | | |
|-----|--|-----|
| 18. | The library board has legal authority over the library's budget and over all gifts, bequests, and donations. | Yes |
| 19. | The library board adopts an annual budget. | Yes |
| 20. | The library is funded by its city on a permanent basis. Data from the Iowa Department of Management will be used to audit this standard. | Yes |

Non-Tier

- | | | |
|------|--|---------|
| 21. | The library receives permanent and equitable funding for services to rural residents from the county (if not the establishing jurisdiction). | Yes |
| 21cs | Enter county per capita support | \$30.17 |
| 21ts | Enter county cents per thousand support | \$4.498 |

Section 4: Staffing

(Tier 1)

- | | | |
|-----|---|------------|
| 22. | The library has a permanent, paid director who is certified at a required level. A new director has two years after starting as director to become certified. | Yes |
| 22d | Start date of current director as director | 07/01/1994 |

(Tier 2)

- | | | |
|-----|--|-------|
| 23. | (FY14) The library employs paid staff. To see full table click on the number 23 to the left or refer to In Service to Iowa, 5th edition, page 12. | Yes |
| 23s | Report the total number of paid staff FTE (LINE B07) | 79.40 |
| 24. | The library board adopts written job descriptions that include educational and experience requirements and has a written salary range for each position. | Yes |
| 24i | To verify that your library meets this standard, please put your initials here: | SC |

(Tier 3)

- | | | |
|-----|---|-----|
| 25. | The library has a planned orientation program for all new employees. | Yes |
| 26. | The library director's performance is evaluated by the board at least annually. | Yes |

Non-Tier

- | | | |
|-----|---|-----|
| 27. | Other library employees are evaluated annually by the director or supervisor. | Yes |
| 28. | The library allows the director and staff at all levels to participate in continuing education opportunities during their work time. | Yes |
| 29. | The library provides funding to enable the director and/or staff to join library professional organizations, attend library related conferences, or take advantage of CE opportunities. | Yes |

Section 5: Collection Management

(Tier 1)

- | | | |
|-----|--|-----------|
| 30. | (FY14) The library determines its total annual circulation of library materials. | Yes |
| 30c | Report total circulation (LINE F12) | 1,338,369 |

(Tier 2)

- | | | |
|-----|---|-----|
| 31. | (FY14, FY13, FY12) The library allocates a percentage of its total operating funds for purchasing materials for the library's collection. | Yes |
|-----|---|-----|

Report collection percentage of operating funds:

- | | |
|---|-------|
| FY14 (LINE D32 ÷ LINE D34) | 11.3% |
| <i>If FY14 is 10% or greater, you don't need to figure a three-year average</i> | |
| FY13 (LINE D30 ÷ LINE D32) | 11.8% |
| FY12 (LINE D30 ÷ LINE D32) | 11.9% |
| Total percentage (FY14 + FY13 + FY12) | 35.0% |
| Average of 3 years (Total percentage divided by 3) | 11.7% |
| <i>This amount needs to be 10% or greater to meet this standard.</i> | |

(Tier 3)

- | | | |
|-----|---|-----|
| 32. | (FY14, FY13, FY12) Every item in the library's collection is evaluated for retention, replacement, or withdrawal on a regular basis to determine its usefulness according to the library's collection development policy. | Yes |
|-----|---|-----|

Report percentage of collection withdrawn.

- | | |
|--------------------------------------|-------|
| FY14 (LINE E25 ÷ LINE E23) | 13.6% |
| FY13 (LINE E25 ÷ LINE E23) | 12.4% |
| FY12 (LINE E25 ÷ LINE E23) | 12.5% |
| Total withdrawn (FY14 + FY13 + FY12) | 38.5% |

Average of 3 years (Total withdrawn divided by 3)		12.8%
<i>This amount needs to be at 3% or greater to meet this standard.</i>		
(Tier 3)		
33.	(FY14, FY13, FY12) The library purchases or adds materials at regular intervals throughout the year to insure a steady flow of new materials.	Yes
Report percentage of collection added.		
	FY14 (LINE E24 ÷ LINE E23)	12.5%
	FY13 (LINE E24 ÷ LINE E23)	13.2%
	FY12 (LINE E24 ÷ LINE E23)	14.7%
	Total added (FY14 + FY13 + FY12)	40.4%
Average of 3 years (Total added divided by 3)		13.5%
<i>This amount needs to be at 3% or greater to meet this standard.</i>		
(Tier 3)		
34	(FY14) The library determines collection specific turnover rates. The turnover rate is the average number of times each item in a collection is checked out per year.	Yes
At a minimum, libraries determine turnover rate for the four collections listed below.		
Adult Books		
34A	Circulation of collection (LINE F01)=	441,267
34B	Total number of Items	
34C	Turnover Rate Please click the save button below to calculate the total.	0.00
Children's Books		
34D	Circulation of collection (LINE F03)=	334,066
34E	Total number of Items	
34F	Turnover Rate Please click the save button below to calculate the total.	0.00
Video Recordings		
34G	Circulation of collection (LINE F05)=	320,274
34H	Total number of Items (LINE E16)=	22,153
34I	Turnover Rate Please click the save button below to calculate the total.	14.46
Audio Recordings		
34J	Circulation of collection (LINE F07)=	124,713
34K	Total number of Items (LINE E10)=	25,167
34L	Turnover Rate Please click the save button below to calculate the total.	4.96
(Tier 3)		
35.	The library makes available the local, county, and/or regional newspaper.	Yes
35i	To verify that your library meets this standard, please put your initials here:	SC
Non-Tier		
36.	The library provides materials in formats appropriate to the needs of special population groups found in the community.	Yes

Section 6: Reference and Readers' Advisory Service

(Tier 1)		
37.	The library provides reference and readers' advisory service to residents of all ages.	Yes
37i	To verify that your library meets this standard, please put your initials here:	SC
(Tier 2)		
38.	The library provides interlibrary loan services to customers of all ages.	Yes
Non-Tier		
39.	The library provides trained staff who are knowledgeable about reference and readers' advisory print and electronic resources and who are able to assist customers of all ages during all open hours.	Yes

Section 7: Technology

(Tier 1)

40.	(FY14) The library offers public access Internet computer(s) and staff trained in their use.	Yes
40c	Report the number of Internet computers (LINE I04).	64
41.	(FY14) The library counts the total number of annual uses of Internet computers in the library.	Yes
41cu	Report the number of annual Internet computer uses (LINE I05)	96,155
(Tier 3)		
42.	The library maintains a current Website or similar online presence.	Yes
42url	Please enter your library's URL	www.icpl.org
Non-Tier		
43.	The library budgets for computer replacement on a regular basis.	Yes
44.	The library sets aside a separate computer location for use by children and/or young adults.	Yes
45.	The library provides computer and/or Internet training for its customers.	Yes
46.	The library provides wireless Internet access for its customers.	Yes

Section 8: Programming and Services

(Tier 1)

47.	The library provides a summer reading program for children they serve, or cooperates with other libraries or agencies to provide the program.	Yes
-----	---	-----

(Tier 2)

48.	The library provides free programming for library customers or cooperates with other agencies to provide the programming.	Yes
-----	---	-----

Non-Tier

49.	The library offers outreach services.	Yes
50.	The library provides children's programming free of charge or cooperates with other agencies to provide the programming.	Yes
51.	The library provides young adult programming free of charge or cooperates with other agencies to provide the programming.	Yes
52.	The library provides adult programming free of charge or cooperates with other agencies to provide the programming.	Yes
53.	The library collaborates with other organizations, including agencies that serve special populations, to improve library service.	Yes
53ag	To meet this standard, indicate the agency(s) that you are working with and briefly describe the collaboration.	see note
54.	The library accepts requests for reserves for library materials from cardholders of all ages in person, by telephone, or electronically (includes e-mail).	Yes
55.	The library makes reasonable accommodations in order to provide access to its collections and services to persons with disabilities, and meets relevant requirements of the Americans with Disabilities Act. http://www.access-board.gov/ada . To meet this standard at least four items must be checked.	Yes
a.	Accessible meeting rooms	Yes
b.	Braille materials	No
c.	Enhanced computer display for visually impaired	Yes
d.	Hearing augmentation system in meeting room	Yes
e.	Home delivery of materials	Yes
f.	Interpreters for the hearing impaired	Yes
g.	Large Print materials	Yes
h.	Minimum space between shelving stacks of 36"	Yes
i.	Story times and programs in accessible meeting rooms or outside the library	Yes
j.	Others (list)	

Section 9: Public Relations

(Tier 2)

56.	The library promotes its collections and services by using a variety of approaches to publicity. To meet this standard at least four items must be checked.	Yes
a.	Annual reports attractively packaged and made available to the public	Yes
b.	Attractive and frequently changed exhibits, displays, and bulletin boards	Yes
c.	Newspaper articles, columns, or ads	Yes
d.	Posters, flyers, brochures, and bookmarks advertising library services	Yes
e.	Social networking presence (Facebook, MySpace, Twitter, blogs, etc.)	Yes
f.	TV and/or radio exposure	Yes

g.	Visually appealing printed materials and graphics	Yes
h.	Website	Yes
i.	Walk-throughs in the library to assess the image it projects	Yes
j.	Others (list)	see note
Non-Tier		
57.	The library develops good community relations by regularly communicating with elected officials, business leaders, and civic organizations.	Yes

Section 10: Access to Information and Materials

(Tier 1)

58.	The library has a telephone with the number listed in the local phone book.	Yes
59.	The library has an email address.	Yes
60.	The library has a catalog of its holdings easily accessible to users.	Yes
61.	Library hours are posted and fixed based on users' and potential users' available time. Click on #61 to the left to see a listing of required times and dates or refer to In Service to Iowa, 5th Edition, page 21.	Yes

(Tier 2)

62.	Minimum days and hours of service are as follows. Click on #62 to the left to see a listing of required times and dates or refer to In Service to Iowa, 5th Edition, page 21.	Yes
62a	Enter number of days open per typical week:	7
62b	Enter number of hours open per typical week:	67

Non-Tier

63.	The library is open on Sundays.	Yes
64.	Residents of the community have free access to tax-supported public library services.	Yes
65.	All the library's services are available when the library is open.	Yes
66.	The library provides the necessary equipment to use any audiovisual materials in the library's collection.	Yes
67.	The library provides directional signs within the library.	Yes

Section 11: Physical Facility

(Tier 1)

68.	The library provides a book return available to the public 24/7. It is recommended that a book return that is attached to the library or inside the building is fire retardant.	Yes
69.	(FY14) The library determines the number of people who come into the library each year. (Also known as door count)	Yes
69v	Report Annual Library Visits (LINE G13)	710,595

(Tier 2)

70.	The library has allocated space for child and family use with all materials readily available and provides furniture designed for children's use.	Yes
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(Tier 3)

71.	The library building must meet the state definition of accessibility.	Yes
-----	---	-----

Non-Tier

72.	The building has public meeting space available for library programming and for use by other community groups. The meeting space should be a separate room to meet this standard.	Yes
73.	The library provides adequate and convenient parking to the library's customers on or adjacent to the library's site.	No
74.	The library provides adequate handicapped accessible parking spaces. Click on the underlined number 74 to the left to view the table.	Yes
75.	The outside of the building is well lit and is identified with highly visible signs. Sufficient lighting is an important security consideration.	Yes
76.	The library has proper temperature and humidity control throughout the year.	Yes
77.	The library provides adequate public reader seating space. Click on the underlined number 77 to the left to view the table.	Yes
78.	The library provides adequate space for the staff to work in a non-public area.	Yes
79.	The library director completes and shares a written space needs assessment with the board.	Yes

Request for Supporting Documentation (FY16)

Due 3/20/2015

Libraries filing an application for accreditation and Direct State Aid Tier Level must submit the following documentation for review. The list

below shows if we have the appropriate documentation on file. If the dates for Standards 4 & 6 are dated February 1, 2012 or newer, then you don't need to send us anything. "Not on File" indicates that we do not have any documents on file. If the date for standard 16 is February 1, 2010 or newer, then you don't need to send us anything. "Not on File" indicates that we don't have a document on file.

For Standards 68 & 71 we need to have photos on file to show that you meet the standard. If the answer shows YES, we have the necessary photos. If it shows NO, you need to send us photos if you intend to meet those standards.

We prefer that supporting documentation be sent in as an electronic file, but we will also take printed files. Please forward electronic files to Toni Blair at toni.blair@lib.state.ia.us. Printed items can be mailed to Iowa Library Services; 1112 E. Grand Ave., Des Moines, IA 50319 or faxed to 515-281-6191. Keep in mind that you only need to send in the documentation if you meet the appropriate standard.

1. Standard 4 (Tier 1) - One copy of the library board's bylaws. Bylaws creation or review date should be no older than February 1, 2012. Do not send a copy of the Library Ordinance.

Date of bylaws on file (must be dated February 1, 2012 or later): 2/27/2012

2. Standard 6 (Tier 1) - One copy of each of the policies listed below. Policy creation or review date should be no older than February 1, 2012.

- Circulation Policy
- Collection Development Policy
- Personnel Policy
- Internet Use Policy

Date of Circulation Policy on file (must be dated February 1, 2012 or later): 10/28/2010

Date of Collection Development Policy on file (must be dated February 1, 2012 or later): 3/24/2011

Date of Personnel Policy on file (must be dated February 1, 2012 or later): 5/26/2011

Date of Internet Use Policy on file (must be dated February 1, 2012 or later): 12/16/2010

3. Standard 16 (Tier 3) - One copy of the library's plan with a creation date no older than February 1, 2010.

Date of Library's Plan on file (must be dated February 1, 2010 or later): 1/1/2012

4. Standard 68 (Tier 1) - A photograph of the library book return

Photo of library book return on file: Yes

5. Standard 71 - Photographs of all the following on file:

- Ramped curb from street to sidewalk
- Barrier free entrance to the library
- Accessible rest room with grab bars
 - Photo showing at least one accessible sink with appropriately wrapped pipes
 - Entrance(s) to public access room(s)

Photos of library (Measure 71) on file Yes

Please check this box to indicate that you either have all records on file at Iowa Library Services or intend to send updated versions of required files. This box needs to be checked in order to submit the application form. All supporting documentation is due at Iowa Library Services by March 20, 2015. Yes

Survey Completion

Number of standards met at each Tier level.

Tier 1 (24 standards) 24

Tier 2 (12 standards) 12

Tier 3 (10 standards) 10

Non-Tier (must meet 16 of 33 to be considered Tier 3 accredited) 32

Date of application: 02/18/2015

Name of person completing this application. Elyse Miller

I certify the information in this form is true and correct to the best of my knowledge. Yes

Children's Services Report
 Prepared for the Iowa City Public Library Board of Trustees, February 26, 2015 meeting
 by Vickie Pasicznyuk, Children's Services Coordinator

On February 8, the library hosted after-hours entertainment for children at Family Fun(d) Night, a fundraiser for children's programming. Over 100 people had the run of the library on a Sunday evening. They enjoyed pizza and snacks, carnival games, relay races, silly photo props, crafts, button making, new technology apps, scavenger hunts, and more. Noise and running in the library? Kids loved it!



Just in time for Family Fun(d) Night, we installed the *Playing is Learning* project in the Children's Room. ICPL graphic designer Mara Cole worked with Children's staff and the DeLTA Center to create new artwork for the wall in the kitchen play area. This new look combines the DeLTA Center's research on the importance of play with the tenets of *Every Child Ready to Read*, a foundation of the Children's Department programming. The DeLTA Center focused on eight skills children learn from playing in the library: social skills, healthy bodies, spatial awareness, number knowledge, conceptual thinking, language skills, self regulation, and creativity. Signs throughout the Children's Room identify these skills, including research and practical applications. Each skill is accompanied by Game of Games cards with tips for parents to extend learning at home. The cards are free and available throughout the Children's Room. Parents may also purchase the entire Game of Games card deck for \$7 at the Help Desk. Proceeds from card deck sales will be used to purchase additional card decks as needed.



New this month, children will also have playtime opportunities on the second floor of the library, while their parents are using library computers and other resources. Staff from Children's and Adult Services worked together to create "Kid Kits," backpacks filled with quiet activities and toys for children. Kid Kits are available at the second floor Page Station.

Collection Services Department Report

Prepared for the February 26, 2015 meeting of the Iowa City Public Library Board of Trustees
Anne Mangano, Collection Services Coordinator

New Collection Plan

One of the major projects Selectors worked on over the last few months was the drafting of a single Collection Development Plan. While the Collection Development Policy (601), adopted and continuously reviewed by the Board of Trustees, outlines general guidelines for staff in developing the collection, the Collection Development Plan provides an explanation on how staff put the policy's guidelines into practice. In the past, a collection plan was written for every collection in the library to capture the differences in scope and character of each section. A patron would need to look at over 30 separate documents to understand how library staff purchases, maintains, and removes materials for all of the collection.



However, much of the philosophies and procedures for selection transcend a single collection. Our approach to purchasing and withdrawing materials is ultimately the same, whether in Fiction or jFiction, DVD TV or Books on Disc. We want each collection to meet the needs of the community, and in turn, be used by the community. We want a collection that is welcoming and browsable. We want our materials to be up-to-date and in good shape. And we want procedures for our collection to be accessible and understandable to our patrons. The new Collection Development Plan encompasses all collections and discusses the following:

- Intended audience of the collection
- Guidelines for purchasing materials
- Handling of public suggestions for purchase and gifts of materials
- Guidelines for repairing and removing items

You can find the new Collection Development Plan on the website's "Collections" page at www.icpl.org/collections.

INFORMATION TECHNOLOGY REPORT TO LIBRARY BOARD (February, 2015)

Brent Palmer, IT Coordinator

Meeting Room Technology Update

One of the strategic planning goals calls for an update to the technology in some of our meeting rooms. Our A/V Specialist has been working on a Request for Proposal (RFP) for this work for some time now. Working with the City, we released the RFP earlier this month. Last week, four vendors who plan on submitting proposals for this work came to the library to see the rooms and ask questions. The RFP specifies work to be done in Meeting Room A, the Storytime Room and in the Computer Lab. Some pieces that will definitely be replaced include cameras in Room A and in the Storytime rooms, A/V switches in all rooms, the projector in Room A and the Crestron control panel. But there are other things that may need to be replaced in order to be compatible or to improve sound or video quality. The proposals are due soon and we will be evaluating them later this month. We aren't sure when the equipment will be installed.

ICN Room

One of our meeting rooms that is not included in this RFP is Room D, our "ICN Room". The Iowa Communications Network (ICN) is a state owned fiber-optic network for distance learning and video conferencing. Our Room D, at the end of the meeting room hallway, is set up as one of the nodes on the ICN network and allows users to have a videoconference with one of the other 700 sites in the state. Last year, our site was used around 90 times for its ICN functionality. Occasionally it is used as a distance classroom, but it is more often used for small meetings such as Social Security hearings. Room D can also be used by the public for non-ICN meetings and presentations as well. The efficacy for non-ICN use is hampered by the fact that the furniture can't be rearranged due to the way the microphones are installed. We have been informed by ICN that the video platform the network runs on is slowly being upgraded. In order to continue using the ICN functionality we would have to upgrade our equipment by 2018 and begin paying a monthly fee. Over the next year or so we will have to weigh several factors (such as the desire for more flexibility in the use of the room, the needs of the community for ICN service, videoconferencing needs and of course cost) to determine what to do with this space and whether to retain the ICN functionality.

Streaming Storytime

Last year, when one component of our meeting room AV system failed, we were forced to replace it before we were ready (See June FY14 Board Report). The upside to this is that it streamlined our workflow for recording programs and getting them ready to air on the cable channel. But the equipment we bought also held the promise of allowing us to stream events live to the web. This week our A/V Specialist finally got it working and successfully live-streamed a storytime as a test. This is an interesting new service you can watch for in the future.

Development Office Report
 Prepared for the Board of Trustees
 Iowa City Public Library
 By Patty McCarthy, Director of Development
 February 26, 2015

BIG Book Sale

Doors will open at 10 a.m. on Saturday, February 28th in the library Meeting Rooms. Be there early for the best selection of:

- Adults and children's books in Spanish
- Art books
- Children's books
- Children's books in Korean
- Children's movies on DVD
- Cookbooks
- Fiction books
- Non-fiction books
- Young Adults books

Prices start at \$.25 for children's books! Shop until 3 p.m. unless we sell out and need to close earlier. The sale is hosted by the Book End Committee of the Iowa City Public Library Friends Foundation as one of the February's Love Your Library events at ICPL.

BIG Book Donation

The Ellen Buchanan Children's Room will soon have a lot more Mandarin Chinese books available to borrow. The Iowa Chinese Reading Club donated 171 hardcover and paperback children's books to the library to supplement the collection.

The books were presented during a celebration of Chinese New Year on Valentine's Day. Reading Club members are eager to become more involved in the community, and want to do their part to provide resources which will share their heritage language with their children who are also learning English. Thank you Iowa Chinese Reading Club!



Successful Family Fun(d) Night!

"Do we have to go home now?" and, "You should do this every Sunday night-we'd be here!" were among the positive comments at the end of the Family Fun(d) Night held earlier this month.

Nearly 100 children and parents signed on for the opportunity to have a Pagliai's pizza dinner, play games, make crafts, go on a scavenger hunt, and run around in the library after-hours on February 8th. The event brought in close to \$1,500.



Books I'd Like to Read Again

Kara Logsdon, Community & Access Services Coordinator, Iowa City Public Library

I love working at the Iowa City Public Library. One of the best parts of my job is helping readers find great books. I consume in many formats including print, large print, eBooks and recorded books. Regardless of the format, getting lost in a book is transformational. If you are looking for a great book, check out one of these titles.

Sometimes books come along and leave a lasting impression, forcing the reader to ruminate about themes long after the book is done. Julie Orringer's "Invisible Bridge" is one of those books. Andras and Tibor Levy are Jewish brothers who grew up in a small village in Hungary. It is the 1930's and both aspire to do great things but get caught up in the horrors of WWII.

I love all Julia Glass' books but my favorites are "Three Junes" and "And the Dark Sacred Night." I first read "Three Junes" while I was in Positano, Italy looking out over the Mediterranean. I was swept away by the compelling story, lyrical writing, and strong characters. Glass' novels feature strong characters and compelling plots that make the reader want more from this author!

Readers fell in love with Nancy Horan's 2007 book "Loving Frank," a fictionalized story about Frank Lloyd Wright and his second wife. "Under the Wide and Starry Sky" is the fictionalized story of Robert Lewis Stevenson and his American wife, Fanny Van de Grift Osbourne. The story takes readers around the globe and, like "Loving Frank," centers on a love story.

Tatiana de Rosnay's books feature solid characters, a strong sense of place, and a time of significant historical events. "Sarah's Key" is unforgettable beginning with the Vel' d'Hiv roundup of Jews in German-occupied Paris in 1942. "The House I Loved" is the story of Rose Bazelet and her opposition to the destruction of her family home during Haussman's renovation of Paris beginning in 1853.

It is because of Susan Vreeland's "Clara and Mr. Tiffany," that I went to New York City and the Metropolitan Museum of Art to see Tiffany Glass. "Clara and Mr. Tiffany" is the fictionalized story of Clara Driscoll who worked with Louis Comfort Tiffany and is possibly the person who conceived the idea for the iconic Tiffany stained glass lamps.

Sandra Dallas is a versatile author. Some of her stories include pioneer life ("Diary of Mattie Spenser"), Gilded Age Denver ("Fallen Women"), and Mormons starting out in Iowa City and traveling to Salt Lake City ("True Sisters"). "Prayers for Sale," set in the mountains near Breckenridge, Colo., and "The Bride's House," set in Georgetown, Colo., are my favorites.

Carol Bodensteiner is an Iowa author from Des Moines. Her first book, "Growing Up Country," is a memoir of Iowa farm life. From milking cows to giving a 4-H presentation, it captures rural farm life from a bygone era. Her second book, "Go Away Home," is a coming-of-age novel about a young woman from Iowa.

If you are looking for a great book stop by the Library or give us a call. Library staff enjoy helping readers connect with books.

ICPL wants you to “Love Your Library” this February**Meredith Hines-Dochterman, Public Relations Specialist, Iowa City Public Library**

Do you ever have a day where every time you glance at the clock, another hour has passed? Well, most of January was like that for me because we were finalizing this year’s Love Your Library events, activities, and displays.

Love Your Library is an annual celebration during which the Iowa City Public Library shows its love for our community and patrons. After all, it’s your support that makes us a success!

This year’s month-long observance kicked off with several new displays on the Library’s first floor. Our Blind Date with a Book display consists of books wrapped in white paper with a line or two of text giving a hint as to the novel inside. Patrons willing to try something new may just find the book of their dreams – or at least a new genre they might not normally read. A “Rate Your Date” bookmark is included with each book. Return the slips to the Library by March 12 to be entered in a drawing for a box of chocolates from Aspen Leaf Frozen Yogurt/Rocky Mountain Chocolate Factory.

For movie buffs, there’s Reel Love, showcasing ICPL’s collection of romantic movies. Just because we can’t cook you dinner doesn’t mean we can’t help with the movie portion of your date! Finally, for those looking for a romantic book to snuggle with, there’s our Fall in Love with a Good Book display. This features classic love stories from the Library’s collection, as well as some titles that are simply great books.

Once again, patrons are invited to make ICPL a Valentine telling us what you love about the Library. This display can be found in the first floor gallery.

Our lineup for Love Your Library events include a family craft activity from 2 to 4 p.m. Sunday, Feb. 8, in the Storytime Room. Meanwhile, students in third through sixth grades can learn how to make delicious no-bake treats during Totally Tweens: Sweet Treats from 3:30 to 4:30 p.m. Tuesday, Feb. 10.

You can also join us for a Valentine’s Eve Movie Night from 7 to 9 p.m. Friday, Feb. 13. “The Princess Bride” will be playing in Meeting Room A. Popcorn will be provided.

The Book End bookstore on the Library’s second floor has a sweet deal this month. Pick up a coupon for a free book. Coupons must be redeemed this month. If you want more books, The Book End Book Sale will be held from 10 a.m. to 3 p.m. Saturday, Feb. 28, in Meeting Room A.

Finally, if you’re looking to make something sweet for your sweetheart this February, visit our second floor cookbook collection. Some of our new titles, like Amber Rose’s “Love, Bake, Nourish: Healthier Cakes and Dessert Full of Fruit and Flavor” and “50 Deliciously Decorative Cookies: Easy-to-Make Cookie Creations” by Fiona Pearce have recipes that will make this month a little sweeter.

Farmers, community come together at CSA Fair

Andy Davis, aldavis@press-citizen.com 2:07 p.m. CST February 16, 2015



The event, hosted by Local Foods Connection, brought farmers together to talk with the community about community supported agriculture.

Area farmers gathered at the Iowa City Public Library on Sunday to talk about the upcoming planting season and share information about their community supported agriculture opportunities during the 11th annual CSA Fair.

Community members mingling among the farmers' booths Sunday were able to talk with farmers about how their food is grown and harvested, and were able to sign up for CSA shares, a type of subscription-based produce service. Goods produced by the farms range from vegetables, fruit, herbs and flowers to honey, eggs and meat.

The event was hosted by Iowa City-based Local Foods Connection, an organization that has worked since 1999 to provide access to fresh, local produce for low-income families. Local Foods Connection Executive Director Melissa Dunham — who also operates Grinnell Heritage Farm with her husband — said buying CSA shares is a great way to support local farming.

"It's a way of communicating with the farmer and saying you want to participate," Dunham said. "The money raised by the shares helps to offset the costs of planting until the crops come in."

Once the crops are harvested, the shares provide families with vegetables delivered by the local farmer during the roughly 20-week growing season.

Kyle Ray of Iowa City said he and his wife have been talking about investing in a CSA share for the last few years. He came to the fair to scope out the farms.

"I was born and raised on a farm in southwest Iowa, and we had two huge gardens where we grew most of our own food," Ray said. "It's nice that this is a pretty common and unique part of the Iowa City area."



Kyle Ray, left, of Iowa City talks with Derek Roller of Mechanicsville-based Echollective CSA during the CSA Fair at

Ray was busy talking with Derek Roller of Echollective CSA, a Mechanicsville-based farm that provides products to the New Pioneer Food Co-op and restaurants in Iowa City and Cedar Rapids. Roller said the fair is one avenue that allows community members with a passion for fresh produce to meet with their farmers and invest in their work.

"For a lot of folks, this is the first step toward people meeting their farmers and developing a relationship with them," Roller said. "We're all professionals, and this is a time for us to meet and greet amongst ourselves as farmers, as well as with the community."

Audrey and Russell Haight of Iowa City said they have never bought a CSA share before, but were interested in shopping around.

"We buy organic food at the store, but this is totally new to us," Russell Haight said.

"It's all fantastic, and it's going to be a hard choice when it comes down to it," Audrey Haight said. "More people should look into it, I think."

Iowa City Public Library puts fun in fundraiser Sunday

Laura Hordesky, lhordesk@press-citizen.com 12:07 a.m. CST February 9, 2015



(Photo: Laura Hordesky / Iowa City Press-Citizen)

For one night only the Iowa City Public Library encouraged a no-whispering policy.

"It's sort of cool to be in the library when it's closed. Nobody is going to tell you to be quiet," library director Susan Craig laughed Sunday night.

The library hosted a Family Fun(d) Night fundraiser to benefit its children and teen programs.

Craig said the library hoped to raise a couple thousand dollars with the event but had a more important mind.

"The idea is to get families out and to have fun in the library," she said.

Patrons could choose activities such as carnival games, crafts, a scavenger hunt and more. The Cat in the Hat even made an appearance.

Mother of two Amber Capps, 40, said her family enjoys spending time at the library.

"We love to support the library," she said. "We love the children's department especially and spend hours a week here."

Her daughter, Adelaide, 6, said she likes to read books and was looking forward to seeing her friends Sunday.

"I'm excited to play the games," she said.

Bella Van Etten, 6, said her favorite activity so far was threading yarn in a heart design because it reminded her of sewing.

Bella said she was glad to be at the library during hours it's normally closed playing games and doing activities.

"It's because I've never done that before, and I've never done this stuff before," she said.

The fundraiser directly aids the Iowa City Public Library Friends Foundation and will expand the children's library and add to the teen programs.

Children's Services Coordinator Vickie Pasicznyuk said the fundraiser will boost the prizes the library can offer kids who complete its summer reading program.

"In the summer we try to motivate kids to read over the summer to keep their reading skills up," she said. "We try to make it really exciting for reluctant readers."

Sunday's fundraiser will allow the library to reward those who finish the program with a T-shirt and a book, she said. Pasicznyuk said she estimates to give out 1,700 shirts through the program.

Reach Laura Hordesky at lhordesk@press-citizen.com or 319-887-5407, and follow her on Twitter at [@lhordesky](https://twitter.com/lhordesky) (<http://www.twitter.com/lhordesky>)

Read or Share this story: <http://icp-c.com/1DaYW08>

Iowa City Public Library to host family fundraiser

Zach Berg, Iowa City Press-Citizen 4:12 p.m. CST February 4, 2015



(Photo: Special to the Press-Citizen)

The Iowa City Public Library will host a Family Fun(d) Night fundraiser on Sunday to raise money for its children and teen programs.

The event will feature carnival games, music from local artist Dave Moore, a photo booth, Valentine's card making and plenty of pizza donated by Pagliai's. "We'll have fruits and vegetables there too, but pizza for the crowds," said library development director Patty McCarthy.

"February is that month where you're getting tired of winter, so we're trying to entertain the whole family," Meredith Hines-Dochterman, public relations specialist.

The money raised will go to the Iowa City Public Library Friends Foundation, the nonprofit group that raises money for the library, and will go toward expanding the children's library and adding to teen programs.

"The money they're able to bring in also helps us offer the best and the newest of the books and materials our reading community demands," McCarthy said.

The fundraiser marks the first time the library will have sold tickets to a family event. Last year, it hosted a sushi dinner evening for adults that, McCarthy said, was very successful. Due to the sushi evening's success, the library decided to expand its fundraising efforts.

The event, starting at 5:30 p.m. Sunday, will take place during hours the library is normally closed.

"I think it's cool for anybody to be in the library after hours," McCarthy said. "But this means library staff will be freed from doing the things they normally have to do."

One event is a scavenger hunt throughout the entire library, something Hines-Dochterman is excited about.

"People are going to find places in the library maybe they didn't even know existed," she said.

Library staff is eager to show off the unknown parts and newer items that fill the building.

"We're not shy, we're trying to get more people to see what we've been up to lately," McCarthy said.

If you go...

What: Family Fun(d) Night.

Where: Iowa City Public Library, 123 South Linn St., Iowa City.

When: Feb. 8, 5:30 p.m. to 7 p.m.

Tickets: \$20 for adults, \$5 for family. Those wishing to attend are asked to register and purchase tickets at www.icpliff.ejoinme.org/family (<http://www.icpliff.ejoinme.org/family>). Money raised will go to the Iowa City Public Library Friends Foundation.

Attractions: Pizza from Pagliai's, carnival games, photo booth, scavenger hunt, Valentine craft making and live music will be at the event.

Read or Share this story: <http://icp-c.com/1CeqCIX>

MasterCard Report

08-Feb-15

Vendor	Dept	Expense	Description	Amount
AccuCut	10550152	469320	Miscellaneous Supplies	\$150.00
ALA	10550110	436050	Registration	\$63.00
Alternative Education Resource Org	10550220	477210	Non-Fiction Video-DVD	\$1.45
Amazon	10550140	455120	Misc Comp Hardware	\$5.99
Amazon	10550159	455090	Paper	\$55.76
Amazon Marketplace	10550159	455090	Paper	\$173.97
Amazon.com	10550140	455120	Misc Comp Hardware	\$261.97
Batteryspec.com	10550140	455120	Misc Comp Hardware	\$10.75
Bread Garden	10550151	469360	Food and Beverages	\$2.97
Crowded Closet	10550152	469360	Food and Beverages	\$6.50
Hobby Lobby	10550152	469320	Miscellaneous Supplies	\$100.34
House Works	10550152	469320	Miscellaneous Supplies	\$10.60
Hy-Vee	10550152	469320	Miscellaneous Supplies	\$44.75
Hy-Vee	10550110	469360	Food and Beverages	\$10.68
Minecraft	10550210	477350	Online Reference	\$80.85
My Door Sign	10550121	469320	Miscellaneous Supplies	\$27.95
Office Max	10550140	455010	Printing or Graphic Supplies	\$951.30
Office Max	10550110	452010	Office Supplies	\$151.44
Office Max	10550110	455090	Paper	\$126.80
PayPal	10550140	444080	Software Repair & Maintenance Services	\$72.90
Pedestal Source	10550121	466070	Other Maintenance Supplies	\$247.91
Sheraton Hotel	10550110	436060	Lodging	(\$150.08)
Wal-Mart	10550152	469320	Miscellaneous Supplies	\$27.48

Grand Total**\$2,435.28**

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Library Disbursements January 1 to January 31, 2015P
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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550110						Library Administration
1000-10-25-550-550100-550110-000-0000-432080-						Other Professional Services
013516 SCHMIDT, AARON	011215		2015 7 INV P			74.00 012315
013516 SCHMIDT, AARON	121914		2015 7 INV P			542.45 010915
						616.45
						ACCOUNT TOTAL
						616.45
1000-10-25-550-550100-550110-000-0000-435057-						Couriers
010473 UNITED PARCEL SERVIC 000068774R514			2015 7 INV P			10.09 010915
						ACCOUNT TOTAL
						10.09
1000-10-25-550-550100-550110-000-0000-435059-						Advertising
010587 DEX MEDIA EAST LLC 77016			2015 7 INV P			23.65 PCARD
						ACCOUNT TOTAL
						23.65
1000-10-25-550-550100-550110-000-0000-436050-						Registration
010277 KIRKWOOD COMMUNITY C 000001826			2015 7 INV P			400.00 013015
						ACCOUNT TOTAL
						370.00 012315
010437 STATE OF IOWA 000011415						770.00
						ACCOUNT TOTAL
						770.00
1000-10-25-550-550100-550110-000-0000-438130-						Cell Phone Service
010889 U S CELLULAR 0068172391			2015 7 INV P			146.22 013015
						ACCOUNT TOTAL
						146.22
1000-10-25-550-550100-550110-000-0000-438140-						Internet Fees
011937 ALLIANCE CONNECT 40010932			2015 7 INV P			851.00 012315
011937 ALLIANCE CONNECT 40011390			2015 7 INV P			851.00 012315
						ACCOUNT TOTAL
						1,702.00
1000-10-25-550-550100-550110-000-0000-443020-						Office Equipment Rm Services
011736 KONICA MINOLTA BUSIN 232184121			2015 7 INV P			407.78 012315
011736 KONICA MINOLTA BUSIN 23226735			2015 7 INV P			88.50 012315
						ACCOUNT TOTAL
						496.28
1000-10-25-550-550100-550110-000-0000-445140-						Outside Printing
010178 GOODFELLOW PRINTING 7829			2015 7 INV P			560.00 012315
						ACCOUNT TOTAL
						560.00

132003 AD/strategic plan &



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550100-550110-000-0000-449060-			Dues & Memberships			
010523 CRAIG, SUSAN	010815		2015 7 INV P	137.50 012315	131976	AD/ALA Membership R
010523 CRAIG, SUSAN	010915		2015 7 INV P	130.00 012315	131975	AD/ILA Membership R
				267.50		
010543 LOGSDEN, KARA	011415		2015 7 INV P	120.00 012315	132037	CAS/ILA reimburseme
010928 MCCARTHY, PATTY	012015		2015 7 INV P	125.00 013015	132767	AD/ILA Membership R
011025 PAULIOS, JASON	000011415		2015 7 INV P	120.00 012315	132064	AS/ILA Membership R
011025 PAULIOS, JASON	011415		2015 7 INV P	137.50 012315	132065	AS/ALA Membership R
				257.50		
			ACCOUNT TOTAL	770.00		
1000-10-25-550-550100-550110-000-0000-449160-			Other Rentals			
011898 MAILFINANCE	H5098367		2015 7 INV P	807.28 012315	132040	AD/Neopost Lease pa
			ACCOUNT TOTAL	807.28		
1000-10-25-550-550100-550110-000-0000-449260-			Parking			
000111 Fatuma Abdalla	011215		2015 7 INV P	17.25 012315	132034	CAS/volunteer parki
000111 Valerie Jackson	011415		2015 7 INV P	12.00 012315	132035	CAS/volunteer parki
				29.25		
011192 CAPLAN, TERRI	010215		2015 7 INV P	32.00 010915	131554	DEV/volunteer parki
011467 HOLSTEIN, ROBERTA	010215		2015 7 INV P	22.00 010915	131588	DEV/volunteer parki
011467 HOLSTEIN, ROBERTA	010715		2015 7 INV P	26.00 011615	131768	CAS/volunteer parki
				48.00		
011817 BARNHART, JOEL M	010915		2015 7 INV P	23.75 012315	131958	CAS/volunteer parki
			ACCOUNT TOTAL	133.00		
1000-10-25-550-550100-550110-000-0000-469320-			Miscellaneous Supplies			
010522 COPY SYSTEMS INC	IN185267		2015 7 INV P	241.50 013015	132684	AD/Hasler ink cartr
			ACCOUNT TOTAL	241.50		
			ORG 10550110 TOTAL	6,276.47		
10550121			Library Bldg Maint - Public			
1000-10-25-550-550100-550120-131-0000-421500-			Unemployment Compensation			
010262 IOWA WORKFORCE DEVEL	102469		2015 7 INV P	3,565.26 013015	132748	2014 4th QUARTER UN
			ACCOUNT TOTAL	3,565.26		



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Library Disbursements January 1 to January 31, 2015P
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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550100-550120-131-0000-438030-010319 MIDAMERICAN ENERGY	20150130155302		Electricity 2015 7 DIR P	5,746.20	W012915	13444 MidAmbilling 012920
			ACCOUNT TOTAL	5,746.20		
1000-10-25-550-550100-550120-131-0000-438070-010319 MIDAMERICAN ENERGY	20150130155302		Heating Fuel/Gas 2015 7 DIR P	3,071.98	W012915	13444 MidAmbilling 012920
			ACCOUNT TOTAL	3,071.98		
1000-10-25-550-550100-550120-131-0000-438100-011001 ABC DISPOSAL SYSTEMS 738885			Refuse Collection Charges 2015 7 INV P	118.45	020615	132884 Pickup/Disposal of
			ACCOUNT TOTAL	118.45		
1000-10-25-550-550100-550120-131-0000-442010-010981 JOE'S QUALITY WINDOW 12148			Other Building R&M Services 2015 7 INV P	120.00	011615	131784 FAC/Window Cleaning
			ACCOUNT TOTAL	120.00		
1000-10-25-550-550100-550120-131-0000-442020-012238 OTIS ELEVATOR COMPAN CER05335C14			Structure R&M Services 2015 7 INV P	150.00	012315	132060 ELEVATOR SERVICE CO
012238 OTIS ELEVATOR COMPAN CER65336C14			2015 7 INV P	165.00	011615	131811 ELEVATOR SERVICE CO
			ACCOUNT TOTAL	315.00		
1000-10-25-550-550100-550120-131-0000-442030-010392 RMB CO INC	24443		Heating Equipment R&M Services 2015 7 INV P	1,430.40	011615	131836 FAC/HVAC Quarterly
			ACCOUNT TOTAL	1,430.40		
1000-10-25-550-550100-550120-131-0000-445030-010181 GREENERY DESIGNS	1433		Nursery Svc-Lawn & Plant Care 2015 7 INV P	67.00	012315	132006 AD/Interior Plantsc
			ACCOUNT TOTAL	67.00		
1000-10-25-550-550100-550120-131-0000-449055-010262 IOWA WORKFORCE DEVEL 28101			Permitting Fees 2015 7 INV P	175.00	012315	132024 Permit fee
010262 IOWA WORKFORCE DEVEL 28103			2015 7 INV P	175.00	012315	132024 Elevator inspection
			ACCOUNT TOTAL	350.00		
1000-10-25-550-550100-550120-131-0000-449160-010627 CINTAS CORPORATION	342452694		Other Rentals 2015 7 INV P	123.00	011615	131736 FAC/Floor Cleaner,
010627 CINTAS CORPORATION	342455956		2015 7 INV P	123.00	013015	132679 FAC/Wet mop, bag ra
			ACCOUNT TOTAL	246.00		



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Library Disbursements January 1 to January 31, 2015

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550100-550120-131-0000-452040- 010290 LENOCH AND CILEK ACE 352882 010290 LENOCH AND CILEK ACE 353007			Sanitation & Indust Supplies 2015 7 INV P 2015 7 INV P	246.00 110.37 011615 585.39 011615		131793 FAC/gloves and rubb 131793 FAC/bath and toilet
				695.76		
010627 CINTAS CORPORATION 342452694 010627 CINTAS CORPORATION 342455956			2015 7 INV P 2015 7 INV P	120.40 011615 77.57 013015		131736 FAC/Floor Cleaner, 132679 FAC/Wet mop, bag ra
				197.97		
			ACCOUNT TOTAL	893.73		
1000-10-25-550-550100-550120-131-0000-466070- 010475 UNIVERSITY OF IOWA C 1224140771			Other Maintenance Supplies 2015 7 INV P	75.30 010915		131677 Gehrke/Dec charges
			ACCOUNT TOTAL	75.30		
			ORG 10550121 TOTAL	15,999.32		
10550122 1000-10-25-550-550100-550120-132-0000-438070- 010319 MIDAMERICAN ENERGY 630180115			Library Bldg Maint - Commercia Heating Fuel/Gas 2015 7 INV P	11.44 013015		132773 AD/Rental Gas charg
			ACCOUNT TOTAL	11.44		
1000-10-25-550-550100-550120-132-0000-442020- 012238 OTIS ELEVATOR COMPAN CER05335C14			Structure R&M Services 2015 7 INV P	150.00 012315		132060 ELEVATOR SERVICE CO
			ACCOUNT TOTAL	150.00		
1000-10-25-550-550100-550120-132-0000-449055- 010262 IOWA WORKFORCE DEVEL 28102			Permitting Fees 2015 7 INV P	175.00 012315		132024 Permit fee/ Inspect
			ACCOUNT TOTAL	175.00		
1000-10-25-550-550100-550120-132-0000-449160- 010627 CINTAS CORPORATION 342452695 010627 CINTAS CORPORATION 342455957			Other Rentals 2015 7 INV P 2015 7 INV P	49.62 011615 49.62 013015		131736 FAC/4x6 Gray Mat 132679 FAC/4x6 gray mat
				99.24		
			ACCOUNT TOTAL	99.24		
			ORG 10550122 TOTAL	435.68		
10550140 1000-10-25-550-550100-550140-000-0000-432060- 010525 ENCOMPASS IOWA LLC 4841			Library Computer Systems Consultant Services 2015 7 INV P	832.50 011615		131753 IT/Remote Monitorin



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Library Disbursements January 1 to January 31, 2015

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550100-550140-000-0000-438140-01339 PRAIRIE INET	013115		Internet Fees 2015 7 INV P			132804 IT/February Monthly
			ACCOUNT TOTAL			832.50
			194.95			013015
1000-10-25-550-550100-550140-000-0000-444080-010475 UNIVERSITY OF IOWA C 0208150250			Software R&M Services 2015 7 INV P			132834 IT/January MasterCa
010537 INNOVATIVE INTERFACE INV-INC03978			2015 7 INV P			132736 IT/Content Cafe Dat
012215 FOUR WINDS INTERACTI SIN051195			2015 7 INV P			131756 CAS/Content Player
			ACCOUNT TOTAL			4,735.89
1000-10-25-550-550100-550140-000-0000-455120-010081 CDW GOVERNMENT INC	RL10071		Misc Computer Hardware 2015 7 INV P			132677 IT/Label Tape
010081 CDW GOVERNMENT INC	RL69026		2015 7 INV P			132677 IT/12 8GB USBs and
010081 CDW GOVERNMENT INC	RN75940		2015 7 INV P			132677 IT/3 Scanners
010081 CDW GOVERNMENT INC	RS10729		2015 7 INV P			132677 IT/Three USB's
010081 CDW GOVERNMENT INC	RS14693		2015 7 INV P			132677 IT/Visionic Touch
010081 CDW GOVERNMENT INC	RS59314		2015 7 INV P			132677 IT/10 ft. Patch Bla
010081 CDW GOVERNMENT INC	RS70775		2015 7 INV P			132677 IT/2 Canned Air
			ACCOUNT TOTAL			1,439.12
010475 UNIVERSITY OF IOWA C 0208150250			2015 7 INV P			132834 IT/January MasterCa
010525 ENCOMPASS IOWA LLC	4896		2015 7 INV P			131986 IT/Staff Workstatio
			ACCOUNT TOTAL			7,439.21
			ORG 10550140 TOTAL			13,202.55
10550151			Lib Public Services - Adults Outside Printing 2015 7 INV P			132801 AS/Tech poster
1000-10-25-550-550100-550150-351-0000-445140-010373 PIP PRINTING	86521		2015 7 INV P			132801 AS/Tech poster
			ACCOUNT TOTAL			29.88
1000-10-25-550-550100-550150-351-0000-469360-010475 UNIVERSITY OF IOWA C 0208150227			Food and Beverages 2015 7 INV P			132834 AS/January MasterCa
			ACCOUNT TOTAL			2.97
			ORG 10550151 TOTAL			32.85
10550152			Lib Public Services - Children Outside Printing 2015 7 INV P			132067 AS/CAS/coder dojo p
1000-10-25-550-550100-550150-352-0000-445140-010373 PIP PRINTING	86437		2015 7 INV P			132067 CHI/help desk poste
010373 PIP PRINTING	86477		2015 7 INV P			132067 CHI/help desk poste



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
010373 PIP PRINTING	86495		2015 7 INV P			132801 CHI/Bridge to Read
			75.91			
			ACCOUNT TOTAL			75.91
1000-10-25-550100-550150-352-0000-469320- 010475 UNIVERSITY OF IOWA C 0208150235			Miscellaneous Supplies 2015 7 INV P			132834 CHI/January Masterc
013259 REDINGTON, MARI	010215		2015 7 INV P			131831 CHI/Reimbursement f
			ACCOUNT TOTAL			395.43
			ORG 10550152 TOTAL			471.34
10550159 1000-10-25-550100-550150-359-0000-445140- 010373 PIP PRINTING			Lib Public Svcs-Comm Access Outside Printing 2015 7 INV P			132801 CAS/Ac Home Bookmar
			ACCOUNT TOTAL			149.96
			Miscellaneous Supplies 2015 7 INV P			149.96 013015
1000-10-25-550100-550150-359-0000-469320- 010373 PIP PRINTING			86437			132067 AS/CAS/coder dojo p
			ACCOUNT TOTAL			163.48
			ORG 10550159 TOTAL			313.44
10550160 1000-10-25-550100-550160-000-0000-445270- 010509 BAKER & TAYLOR INC C 2030113653			Library Collection Services Library Material Rm Services 2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122752			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122789			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122855			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122904			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122930			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122967			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030137186			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030137440			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030140090			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030140377			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030142866			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030158184			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030159874			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030159900			2015 7 INV P			131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030164485			2015 7 INV P			131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030169958			2015 7 INV P			131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030170013			2015 7 INV P			131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030170120			2015 7 INV P			131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030174333			2015 7 INV P			131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030177969			2015 7 INV P			132662 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030178187			2015 7 INV P			132662 LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C 2030178203	2015 7 INV P		100.50 012315	131953		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030178253	2015 7 INV P		10.50 013015	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030184806	2015 7 INV P		3.00 012315	131953		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030199617	2015 7 INV P		4.50 013015	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030200329	2015 7 INV P		99.00 013015	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030204725	2015 7 INV P		6.00 013015	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030205171	2015 7 INV P		10.50 013015	132662		LIBRARY MATERIALS
799.50						
ACCOUNT TOTAL				799.50		
Photo Supplies & Equipment						
1000-10-25-550-550100-550160-000-0000-452050-	2015 7 INV P		29.95 012315	132076		CS/Tygon flex life
010552 RESEARCH TECHNOLOGY 188433						
ACCOUNT TOTAL				29.95		
Misc Processing Supplies						
1000-10-25-550-550100-550160-000-0000-469110-	2015 7 INV P		31.20 013015	132775		LIBRARY MATERIALS
010546 MIDWEST TAPE 92475486						
ACCOUNT TOTAL				31.20		
ORG 10550160 TOTAL				860.65		
Library Children's Materials						
Books (Cat/Cir)						
10550210	2015 7 INV P		383.01 011615	131721		LIBRARY MATERIALS
1000-10-25-550-550200-550210-000-0000-477020-	2015 7 INV P		12.76 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2029934259	2015 7 INV P		61.57 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122788	2015 7 INV P		75.93 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122854	2015 7 INV P		349.25 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122929	2015 7 INV P		25.56 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030142865	2015 7 INV P		761.49 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030152094	2015 7 INV P		182.28 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030158183	2015 7 INV P		166.78 011615	131721		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030159899	2015 7 INV P		23.45 012315	131953		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030164484	2015 7 INV P		129.32 012315	131953		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030171925	2015 7 INV P		105.16 012315	131953		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030174332	2015 7 INV P		185.94 013015	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030175324	2015 7 INV P		320.73 012315	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030177968	2015 7 INV P		177.74 013015	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030192467	2015 7 INV P		41.97 013015	132662		LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030199138	2015 7 INV P					
010509 BAKER & TAYLOR INC C 2030199616	2015 7 INV P					
3,099.30						
ACCOUNT TOTAL				112.21 012315		LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV 82580201	2015 7 INV P		61.44 012315	132016		LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV 82656778	2015 7 INV P		10.92 013015	132735		LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV 82813186	2015 7 INV P					
184.57						

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
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1000-10-25-550-550200-550210-000-0000-477070-011068 OVERDRIVE INC 1370-125758050							
Downloadable-eBooks							
2015 7 INV P 1,006.17 013015 132791 LIBRARY MATERIALS							
ACCOUNT TOTAL 1,006.17							
1000-10-25-550-550200-550210-000-0000-477100-010536 INGRAM LIBRARY SERVI 826556778							
Fiction Audio-CD							
2015 7 INV P 42.49 012315 132016 LIBRARY MATERIALS							
010546 MIDWEST TAPE 92442054 52.98 011615 131801 LIBRARY MATERIALS							
010546 MIDWEST TAPE 92455814 37.98 011615 131801 LIBRARY MATERIALS							
90.96							
010880 RANDOM HOUSE INC 1082443313 90.00 012315 132075 LIBRARY MATERIALS							
010880 RANDOM HOUSE INC 1182252869 146.25 011615 131824 LIBRARY MATERIALS							
236.25							
ACCOUNT TOTAL 369.70							
1000-10-25-550-550200-550210-000-0000-477110-010509 BAKER & TAYLOR INC C M62438610							
Music-CD							
2015 7 INV P 24.40 012315 131954 LIBRARY MATERIALS							
010546 MIDWEST TAPE 92442052 9.74 011615 131801 LIBRARY MATERIALS							
010546 MIDWEST TAPE 92455812 11.24 011615 131801 LIBRARY MATERIALS							
010546 MIDWEST TAPE 92468735 17.24 012315 132046 LIBRARY MATERIALS							
38.22							
ACCOUNT TOTAL 62.62							
1000-10-25-550-550200-550210-000-0000-477120-010558 WESTON WOODS 10256109							
Other Audio-CD							
2015 7 INV P 149.75 011615 131915 LIBRARY MATERIALS							
ACCOUNT TOTAL 149.75							
1000-10-25-550-550200-550210-000-0000-477160-010509 BAKER & TAYLOR INC C M59676990							
Video Recordings							
2015 7 INV P 22.60 011615 131722 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M60788770 18.94 011615 131722 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M61087190 562.83 012315 131954 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M61432060 7.28 011615 131722 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M61664510 6.14 011615 131722 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M61778320 10.93 011615 131722 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M61891010 11.66 012315 131954 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M62085800 22.58 012315 131954 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M62434290 1,121.57 013015 132663 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M62515550 16.03 012315 131954 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M62667210 21.86 012315 131954 LIBRARY MATERIALS							
010509 BAKER & TAYLOR INC C M63022630 11.66 012315 131954 LIBRARY MATERIALS							

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C M63047950			2015 7	INV P	127.35	013015	132663 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63134720			2015 7	INV P	139.54	013015	132663 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63240020			2015 7	INV P	52.44	013015	132663 LIBRARY MATERIALS
					2,153.41		
010546 MIDWEST TAPE	92428204		2015 7	INV P	11.24	011615	131801 LIBRARY MATERIALS
010546 MIDWEST TAPE	92489158		2015 7	INV P	20.23	013015	132775 LIBRARY MATERIALS
					31.47		
010558 WESTON WOODS	10256109		2015 7	INV P	59.95	011615	131915 LIBRARY MATERIALS
				ACCOUNT TOTAL	2,244.83		
1000-10-25-550-550200-550210-000-0000-477220-				Multi-Media/Gaming			
010536 INGRAM LIBRARY SERVI	82656778		2015 7	INV P	56.98	012315	132016 LIBRARY MATERIALS
				ACCOUNT TOTAL	56.98		
1000-10-25-550-550200-550210-000-0000-477250-				Downloadable Media			
011068 OVERDRIVE INC	1370-125637923		2015 7	INV P	706.45	013015	132791 LIBRARY MATERIALS
				ACCOUNT TOTAL	706.45		
1000-10-25-550-550200-550210-000-0000-477350-				Online Reference			
010475 UNIVERSITY OF IOWA C	0208150222		2015 7	INV P	80.85	013015	132834 COL/January Masterc
				ACCOUNT TOTAL	80.85		
				ORG 10550210 TOTAL	7,961.22		
10550220				Library Adult Materials			
1000-10-25-550-550200-000-0000-477020-				Books (Cat/Cir)			
010509 BAKER & TAYLOR INC C 0002640305			2015 7	CRM P	-23.23	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2029934259			2015 7	INV P	1,645.95	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030113652			2015 7	INV P	326.78	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122751			2015 7	INV P	10.07	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122903			2015 7	INV P	15.11	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030122966			2015 7	INV P	18.09	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030137185			2015 7	INV P	563.01	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030140089			2015 7	INV P	28.74	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030140376			2015 7	INV P	253.95	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030147023			2015 7	INV P	818.79	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030152094			2015 7	INV P	1,988.89	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030159873			2015 7	INV P	161.19	011615	131721 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030169957			2015 7	INV P	247.71	012315	131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030170012			2015 7	INV P	42.31	012315	131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030170119			2015 7	INV P	76.63	012315	131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030171925			2015 7	INV P	764.93	012315	131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030175324			2015 7	INV P	164.85	012315	131953 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2030178186			2015 7	INV P	93.06	013015	132662 LIBRARY MATERIALS

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010509 BAKER & TAYLOR INC C 2030178202	2015 7 INV P		553.63 012315	131953	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C 2030178252	2015 7 INV P		78.64 013015	132662	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C 2030192467	2015 7 INV P		2,259.74 012315	131953	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C 2030199138	2015 7 INV P		530.41 013015	132662	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C 2030200328	2015 7 INV P		564.80 013015	132662	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C 2030204724	2015 7 INV P		58.24 013015	132662	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C 2030205170	2015 7 INV P		103.47 013015	132662	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C 5013430376	2015 7 INV P		26.96 012315	131952	LIBRARY MATERIALS	
			11,372.72			
010514 AMAZON	2015 7 INV P	66528011015	45.58 013015	132660	LIBRARY MATERIALS	
010519 BRODART CO	2015 7 INV P	B3769137	12.75 013015	132673	LIBRARY MATERIALS	
010520 CENTER POINT PUBLISH 1256009	2015 7 INV P		127.02 012315	131968	LIBRARY MATERIALS	
010531 GALE GROUP	2015 7 INV P	53871980	46.48 011615	131760	LIBRARY MATERIALS	
010531 GALE GROUP	2015 7 INV P	53878122	24.79 011615	131760	LIBRARY MATERIALS	
010531 GALE GROUP	2015 7 INV P	53924589	139.36 011615	131760	LIBRARY MATERIALS	
010531 GALE GROUP	2015 7 INV P	53926073	79.47 011615	131760	LIBRARY MATERIALS	
010531 GALE GROUP	2015 7 INV P	54025040	25.49 013015	132706	LIBRARY MATERIALS	
			315.59			
010536 INGRAM LIBRARY SERVI 82310497	2015 7 INV P		71.91 011615	131774	LIBRARY MATERIALS	
010536 INGRAM LIBRARY SERVI 82389350	2015 7 INV P		75.52 011615	131774	LIBRARY MATERIALS	
010536 INGRAM LIBRARY SERVI 82580201	2015 7 INV P		436.66 012315	132016	LIBRARY MATERIALS	
010536 INGRAM LIBRARY SERVI 82641268	2015 7 INV P		19.18 012315	132016	LIBRARY MATERIALS	
010536 INGRAM LIBRARY SERVI 82656778	2015 7 INV P		317.73 012315	132016	LIBRARY MATERIALS	
010536 INGRAM LIBRARY SERVI 82813186	2015 7 INV P		22.10 013015	132735	LIBRARY MATERIALS	
			943.10			
010750 IOWA POETRY ASSOCIAT ICPL1715	2015 7 INV P		9.00 011615	131782	IOWA CITY PUBLIC LI	
010884 WAPSIPINICON ALMANAC FY15WAPSI	2015 7 INV P		9.00 012315	132138	LIBRARY MATERIALS	
			12,834.76			
1000-10-25-550200-550220-000-0000-477030-010509 BAKER & TAYLOR INC C 2030152094	Books (Uncataloged) 2015 7 INV P		11.97 011615	131721	LIBRARY MATERIALS	
	ACCOUNT TOTAL		11.97			
1000-10-25-550200-550220-000-0000-477040-010509 BAKER & TAYLOR INC C 2029934259	Books (Cat/Reference) 2015 7 INV P		101.00 011615	131721	LIBRARY MATERIALS	
012405 REGENT BOOK CO 50334	2015 7 INV P		17.01 011615	131832	LIBRARY MATERIALS	
	ACCOUNT TOTAL		118.01			

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550200-550220-000-0000-477070-								Downloadable-eBooks
011068 OVERDRIVE INC	1370-123416363		2015	7	INV P	1,186.77	013015	132791 LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-123610310		2015	7	INV P	1,195.61	013015	132791 LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-123724640		2015	7	INV P	1,265.50	013015	132791 LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-125035430		2015	7	INV P	4,967.52	013015	132791 LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-154311430		2015	7	INV P	1,000.84	011615	131812 LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-154749620		2015	7	INV P	12.99	011615	131812 LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-164214073		2015	7	INV P	3,384.05	011615	131812 LIBRARY MATERIALS
						13,013.28		
						13,013.28		
ACCOUNT TOTAL								
1000-10-25-550-550200-550220-000-0000-477100-								Fiction Audio-CD
010509 BAKER & TAYLOR INC C 2030192467			2015	7	INV P	71.33	012315	131953 LIBRARY MATERIALS
010546 MIDWEST TAPE	92442054		2015	7	INV P	44.99	011615	131801 LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1082321147		2015	7	INV P	37.50	011615	131824 LIBRARY MATERIALS
						153.82		
ACCOUNT TOTAL								
1000-10-25-550-550200-550220-000-0000-477110-								MUSIC-CD
010509 BAKER & TAYLOR INC C K34153100			2015	7	INV P	5.17	012315	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61092860			2015	7	INV P	402.37	011615	131722 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61092890			2015	7	INV P	13.19	011615	131722 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61422040			2015	7	INV P	8.87	011615	131722 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62085750			2015	7	INV P	34.76	011615	131722 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62438610			2015	7	INV P	219.48	012315	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62667190			2015	7	INV P	27.36	012315	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62821220			2015	7	INV P	11.83	012315	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63022560			2015	7	INV P	18.18	012315	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63048880			2015	7	INV P	104.83	012315	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63048910			2015	7	INV P	25.14	013015	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63239990			2015	7	INV P	11.09	012315	131954 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63663010			2015	7	INV P	61.99	013015	132663 LIBRARY MATERIALS
						944.26		
ACCOUNT TOTAL								
010546 MIDWEST TAPE	92432403		2015	7	INV P	20.99	011615	131801 LIBRARY MATERIALS
010546 MIDWEST TAPE	92442052		2015	7	INV P	11.24	011615	131801 LIBRARY MATERIALS
010546 MIDWEST TAPE	92455812		2015	7	INV P	5.24	011615	131801 LIBRARY MATERIALS
010546 MIDWEST TAPE	92468735		2015	7	INV P	22.48	012315	132046 LIBRARY MATERIALS
010546 MIDWEST TAPE	92486544		2015	7	INV P	12.74	013015	132775 LIBRARY MATERIALS
						72.69		
ACCOUNT TOTAL						1,016.95		
1000-10-25-550-550200-550220-000-0000-477160-								Video Recordings
010509 BAKER & TAYLOR INC C M59676990			2015	7	INV P	32.74	011615	131722 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M60788770			2015	7	INV P	114.37	011615	131722 LIBRARY MATERIALS

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010509 BAKER & TAYLOR INC C M61087190	2015 7 INV P		1,617.87	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61254340	2015 7 INV P		29.41	011615	131722	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61664510	2015 7 INV P		91.90	011615	131722	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61778320	2015 7 INV P		357.33	011615	131722	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61891010	2015 7 INV P		40.07	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62085800	2015 7 INV P		74.13	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62318820	2015 7 INV P		614.23	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62434290	2015 7 INV P		322.95	013015	132663	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62515550	2015 7 INV P		30.16	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62667210	2015 7 INV P		14.57	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62821240	2015 7 INV P		36.42	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63022630	2015 7 INV P		583.75	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63047950	2015 7 INV P		492.67	013015	132663	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63134720	2015 7 INV P		147.86	013015	132663	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63240020	2015 7 INV P		78.83	013015	132663	LIBRARY MATERIALS
4,679.26						
010546 MIDWEST TAPE	2015 7 INV P		18.74	012315	132046	LIBRARY MATERIALS
010546 MIDWEST TAPE	2015 7 INV P		14.99	012315	132046	LIBRARY MATERIALS
010546 MIDWEST TAPE	2015 7 INV P		38.23	013015	132775	LIBRARY MATERIALS
71.96						
4,751.22						
Non-Fiction Video-DVD						
010475 UNIVERSITY OF IOWA C 0208150292	2015 7 INV P		1.45	013015	132834	COL/January Masterc
010509 BAKER & TAYLOR INC C M61087190	2015 7 INV P		571.59	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61432060	2015 7 INV P		10.92	011615	131722	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M61891010	2015 7 INV P		21.86	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62085800	2015 7 INV P		36.48	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62232550	2015 7 INV P		14.57	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62318820	2015 7 INV P		89.58	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62515550	2015 7 INV P		18.22	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M62667210	2015 7 INV P		80.15	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63022630	2015 7 INV P		61.65	012315	131954	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63047950	2015 7 INV P		36.41	013015	132663	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C M63134720	2015 7 INV P		29.14	013015	132663	LIBRARY MATERIALS
970.57						
010514 AMAZON	2015 7 INV P		24.95	013015	132660	LIBRARY MATERIALS
010546 MIDWEST TAPE	2015 7 INV P		14.99	012315	132046	LIBRARY MATERIALS
010546 MIDWEST TAPE	2015 7 INV P		33.73	012315	132046	LIBRARY MATERIALS
010546 MIDWEST TAPE	2015 7 INV P		37.49	013015	132775	LIBRARY MATERIALS
86.21						
ACCOUNT TOTAL						1,083.18

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Library Disbursements January 1 to January 31, 2015


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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550200-550220-000-0000-477230- 010509 BAKER & TAYLOR INC C 2030152094			Non-Fiction Audio-CD 2015 7 INV P	63.10 011615	131721	LIBRARY MATERIALS
010546 MIDWEST TAPE	92432405		2015 7 INV P	74.98 011615	131801	LIBRARY MATERIALS
010546 MIDWEST TAPE	92442054		2015 7 INV P	109.97 011615	131801	LIBRARY MATERIALS
010546 MIDWEST TAPE	9245814		2015 7 INV P	17.99 011615	131801	LIBRARY MATERIALS
010546 MIDWEST TAPE	92486542		2015 7 INV P	169.96 013015	132775	LIBRARY MATERIALS
				372.90		
010551 RECORDED BOOKS LLC	75055888		2015 7 INV P	62.98 011615	131830	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75056852		2015 7 INV P	17.99 011615	131830	LIBRARY MATERIALS
				80.97		
			ACCOUNT TOTAL	516.97		
1000-10-25-550-550200-550220-000-0000-477250- 011068 OVERDRIVE INC	1370-123847887		Downloadable Media 2015 7 INV P	2,524.21 013015	132791	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-124911450		2015 7 INV P	3,508.12 013015	132791	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-125215997		2015 7 INV P	139.99 013015	132791	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-164327387		2015 7 INV P	850.86 011615	131812	LIBRARY MATERIALS
				7,023.18		
			ACCOUNT TOTAL	7,023.18		
1000-10-25-550-550200-550220-000-0000-477270- 010531 GALE GROUP	53857102		Print/Reference-STO 2015 7 INV P	872.10 011615	131760	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	82490646		2015 7 INV P	54.00 012315	132016	LIBRARY MATERIALS
010542 LEGAL DIRECTORIES PU	0401497		2015 7 INV P	59.75 011615	131792	LIBRARY MATERIALS
010549 PETERSON'S A NEUNET	4758221		2015 7 INV P	44.71 011615	131818	LIBRARY MATERIALS
012863 NATIONAL REGISTER PU	1115503		2015 7 INV P	309.10 012315	132054	LIBRARY MATERIALS
013118 CW ASSOCIATES	350341		2015 7 INV P	8.00 011615	131742	LIBRARY MATERIALS
			ACCOUNT TOTAL	1,347.66		
1000-10-25-550-550200-550220-000-0000-477330- 010545 MCS COURIER & DIST	5072-JAN3120150001		Print/Reference Serials 2015 7 INV P	1,105.00 011615	131797	LIBRARY MATERIALS
010717 USA TODAY	FY15USAT		2015 7 INV P	293.77 012315	132104	LIBRARY MATERIALS
			ACCOUNT TOTAL	1,398.77		
1000-10-25-550-550200-550220-000-0000-477340- 010524 EBSCO	0033224		Print/Circulating Serials 2015 7 INV P	6.60 011615	131749	LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550200-550220-000-0000-477350-							
010531 GALE GROUP	53762151		Online Reference	2015 7 INV P	100.00 011615	131760 LIBRARY MATERIALS	
011706 INFOGROUP	10002675742		2015 7 INV P		15,315.00 011615	131773 LIBRARY MATERIALS	
			ACCOUNT TOTAL		15,415.00		
			ORG 10550220 TOTAL		58,691.37		
FUND 1000 General			TOTAL:		104,244.89		