

# IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240

Director Elsworth Carman • phone 319-356-5200 • fax 319-356-5494 • [icpl.org](http://icpl.org)

## **BOARD OF TRUSTEES**

### ***AMENDED* AGENDA**

**5:00 pm – 2<sup>nd</sup> floor Board Room**

**July 25, 2019**

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**Wesley Beary, President**

**John Beasley, Secretary**

**Kellee Forkenbrock**

**Derek Johnk**

**Carol Kirsch, Vice-President**

**Robin Paetzold**

**Thomas Rocklin**

**Hannah Shultz**

**Monique Washington**

#### **1. Call Meeting to Order.**

#### **2. Public Discussion.**

#### **3. Approval of Minutes.**

A. Approve Regular Minutes of Library Board of Trustees June 27, 2019 meeting.

#### **4. Items for Discussion/Action.**

A. Board Policy 101: Bylaws.

Comment: This is a continuation of the discussion from last month. The policy has been reviewed by Eric Goers, Assistant City Attorney. Board approval required.

B. Board Annual Report.

Comment: The draft FY19 Board Annual report is included for review and approval. All City boards and commissions submit a similar report.

C. FY19 Strategic Plan Review.

Comment: This is the end of the year, FY19 strategic planning report.

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

D. FY20 Strategic Plan.

Comment: A preliminary version was approved last July and used for budgeting purposes. Staff have reviewed and updated. Requires Board approval.

**5. Staff Reports.**

- A. Director's Report.
- B. Departmental Reports: Adult Services, Community & Access Services.
- C. Development Office Report.
- D. Spotlight on the Collection.
- E. Miscellaneous.

**6. President's Report.**

- A. August Board dinner.
- B. Appoint Committee to Evaluate Director.

**7. Announcements from Members.**

**8. Committee Reports.**

- A. Foundation Members. The FY2020 Memorandum of Understanding between the Friends Foundation Board of Directors and the Iowa City Public Library Board of Trustees.

**9. Communications.**

- A. Email with Mary Gravitt.

**10. Disbursements.**

- A. Review MasterCard Expenditures for June, 2019.
- B. Approve Disbursements for June, 2019.

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

**12. Adjournment.**

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Iowa City Public Library Meeting Agendas and Other Significant Events		
JULY 25, 2019	AUGUST 22, 2019	SEPTEMBER 26, 2019
Review Board Annual Report Appoint Committee to Evaluate Director Strategic Planning Update Departmental Reports: AS, CAS  OTHER: 7/9: Big Book Bash at Big Grove 5-8 pm	Director Evaluation Review Annual Staff Report Adopt NOBU Budget Review 4 <sup>th</sup> Quarter Statistics and Financials Departmental Reports: CH, CLS, IT  OTHER: Board Dinner	Budget Discussion  <b>Policy Review:</b> <b>705: Naming and Recognition</b>  Departmental Reports: AS, CAS
OCTOBER 24, 2019	NOVEMBER 21, 2019	DECEMBER 19, 2019
Budget Discussion Review 1 <sup>st</sup> Quarter Statistics and Financials Departmental Reports: CH, CLS, IT	<b>Policy Review:</b> <b>601: Collection Development</b>  Departmental Reports: AS, CAS	<b>Policy Review:</b> <b>702: Library Programming</b> <b>703: Cable TV Channel Programming</b>  Departmental Reports: CH, CLS, IT  OTHER: 12/7: Craft Bazaar 12/13: Inservice Day
JANUARY 23, 2020	FEBRUARY 27, 2020	MARCH 26, 2020
6-month Strategic Planning Update Review 2 <sup>nd</sup> Quarter Goals/Statistics and Financials Departmental Reports: AS, CAS	Appoint Nominating Committee Set Calendar for Next Fiscal Year  <b>Policy Review:</b> <b>811: Theft, Defacement, or Alteration of Library Materials</b>  Departmental Reports: CH, CLS, IT	<b>Policy Review:</b> <b>815: Internet Use</b>  Departmental Reports: AS, CAS
APRIL 23, 2020	MAY 28, 2020	JUNE 25, 2020
President Appoints to Foundation Board Review 3 <sup>rd</sup> Quarter Statistics and Financials Election of Officers Departmental Reports: CH, CLS, IT	Departmental Reports: AS, CAS	Develop Ideas for Board Annual Report  Departmental Reports: CH, CLS, IT



## BOARD OF TRUSTEES

### Minutes of the Regular Meeting

**DRAFT**

**June 27, 2019**

**Members Present:** Wesley Beary, John Beasley Kellee Forkenbrock, Janet Freeman, Carol Kirsch, Robin Paetzold, Jay Semel, Monique Washington (out at 5:14 pm).

**Members Absent:** Diane Baker.

**Staff Present:** Terri Byers, Elsworth Carman, Maeve Clark, Kara Logsdon, Patty McCarthy, Elyse Miller, Brent Palmer, Jason Paulios, Angela Pilkington.

**Guests Present:** Kristi Harper, Derek Johnk, Thomas Rocklin, Hannah Shultz.

**Call Meeting to Order.** President Paetzold called the meeting to order at 5:01 pm. New trustees introduced themselves, staff introduced themselves, and Board members introduced themselves.

**Public Discussion.** Byers met with the City Manager, Assistant City Manager, Human Resource Administrator on 6/22/19 to discuss making some hourly positions permanent. Library Aides will remain hourly staff, but hourly Library Maintenance Aides positions are still under consideration. Byers is hopeful they will become permanent staff. Paetzold asked if the Library Aides are okay with this. Byers said they are satisfied. There is another meeting on 7/9/19.

### Approval of Minutes.

The minutes of the May 23, 2019 Regular Meeting of the Library Board of Trustees were reviewed. A motion to approve the Regular Minutes was made by Kirsch and seconded by Freeman. Motion carried 7/0.

### Items for Discussion/Action.

**Policy Review: 101: Bylaws.** Miller said the Bylaws Committee made suggestions that were sent to the Assistant City Attorney, Eric Goers for review. Goers proposed some language for the Board to consider. A motion to approve the Bylaws by amending Article IV, Section 4 and Article VI, Section 5 to replace "selecting and hiring" with "searching and /or recommending" was made by Beasley and seconded by Beary. Motion carried 7/0.

**Memorandum of Agreement (MOA) for Student Access to Information and Materials (AIM) card.** Pilkington introduced Kristi Harper, Library Coordinator of the Iowa City Community School District (ICCSd). They have been working on this for more than a year with North Liberty Community Library and Coralville Public Library. Every student will be issued a card that will provide access to all of the libraries. Adult guardians may opt out of the card if they so wish. Harper and Pilkington attended a conference where they learned about this type of access and they modeled our program after the Los Angeles Public Library system, Nashville system, and many other libraries that implemented such a card. We will be the first libraries in Iowa to do so. Davenport uses this model with second graders only. The intention is to supplement, not replace each individual libraries' card. Currently, 7,000 ICCSD students have library cards; more than 5,000 of these cards

were blocked. In the school district, there are nearly 14,000 students, half of whom had blocked cards. By some measures, Johnson County is considered a book desert. K-12 students will be enrolled and access will be for 3 books or audiobooks and all electronic resources. Only AIM cardholders may use the AIM card. The card will expire in August of the student's projected graduation year. No overdue, or replacement fees will be charged but a card may be suspended if materials are not returned.

Beasley asked about how this might affect privacy. Carman said there will be a broader network of adults working with library materials. Beasley thinks a fine should be imposed on materials taken out with the AIM card. Logsden said she has seen many children who cannot check out books all year because of a \$10 fine. Pilkington said we will have data after implementation of the fine free materials and the AIM card. Carman addressed some of Beasley's points about easy access to return materials throughout Iowa City. He said there are large segments of our population who have demonstrated needs and are unable to return materials. He believes it is worth trying this, collecting data, and assessing it after a year. Materials may be returned to school libraries. A motion to approve the MOA for the AIM card was made by Kirsch and seconded by Freeman. Motion carried 6/1. Carman said that this has been shared all along the way with City of Iowa City leadership, to address Beasley's concern about transparency, when Beasley he explained why he was voting against the motion. An update will be provided in three months.

Policy Review: 801: Circulation and Library Card Policy. Pilkington said North Liberty Community Library and Coralville Public Library will use the same language in their circulation policies as ours. A motion to approve the Circulation and Library Card Policy as revised by staff to include the new Student AIM card was made by Beasley and seconded by Beary. Motion carried 6/1.

Board Annual Report. Carman said the goals from last year were accomplished this year and encouraged Board members to bring additions or edits to the report before it is finalized and submitted to the City.

Art Advisory Committee. A motion to approve the new members to the Art Advisory Committee was made by Freeman and seconded by Beasley. Motion carried 7/0.

### **Staff Reports.**

Director's Report. Carman is working with Freeman on a new in-depth reading program. A skilled facilitator, Freeman selected the Fagles translation of *The Odyssey*, which consists of 24 books. Freeman thinks an eight-week study series, discussing three books each session is appropriate. Details to follow. Carman was pleased at all of the ways ICPL participated in Pride activities. We were at the picnic, had a drag queen storytime, great booklists, and we participated in the parade. Carman was interviewed by a couple of news outlets but reported no pushback from anyone about the Library's participation in Pride. The Library will be open late for the annual Block Party. We will have videogaming, and Jason Snell, a brain music performer. The Ped Mall construction is going well, but a bit behind schedule. We haven't received any complaints from patrons, and children are fascinated by the large equipment at work. Carman gave an evening presentation at Oaknoll, which he noted is a great facility. He thanked Freeman and Semel for their service and assistance as he transitions into his role.

### **Departmental Reports:**

Children's Services. No comments.

IT. No comments.

Development Office. McCarthy hopes to see everyone at the Big Book Bash at Big Grove fundraiser. There will be a pay-what-you-like book sale on 7/20/19. McCarthy said the Foundation raised \$519,202 this year,

which is up 8% from last year. There are six new Foundation Board members, including Paetzold and Kirsch, representing the Library Board of Trustees. There is still time to donate this fiscal year for us to achieve 100% Library Board participation.

Spotlight on the Collection. No comments.

Miscellaneous. No comments.

**President's Report.** President Paetzold thanked outgoing Board members for all of their help during their terms. She welcomed Beary to the Presidency and offered to help during the transition.

**Announcements from Members.** Beasley noted that Project Green's Open Gardens tour is July 13-14, 2019, and includes the space he gardens with Washington and Clark.

**Committee Reports.**

Foundation Members. No meeting.

Transition Committee. The Committee is disbanded; Carman may request a meeting if he wishes.

**Communications.** None.

**Disbursements.**

The MasterCard expenditures for May, 2019 were reviewed. A motion to approve the disbursements for May, 2019 was made by Kirsch and seconded by Forkenbrock. Motion carried 7/0.

**Set Agenda Order for July Meeting.**

Bylaws.

Board annual report.

Director's Evaluation Committee.

**Adjournment.** A motion to adjourn the meeting was made by Freeman and seconded by Semel. Motion carried 7/0. President Paetzold closed the meeting at 6:48 pm.

Respectfully submitted,  
Elyse Miller

IOWA CITY PUBLIC LIBRARY  
Board of Trustees

101 BYLAWS

ARTICLE I: NAME AND PURPOSE

Section 1. This organization shall be known as the Iowa City Public Library Board of Trustees and shall operate a free public library for the City of Iowa City.

ARTICLE II: POWERS AND DUTIES

Section 1. The Board of Trustees shall have the powers and duties set forth in Title 11 of the Iowa City Code and as required by Chapter 392.5 of the Code of Iowa (13).

Section 2. The powers, duties and procedures shall be subject to all changes or repeals of state law and all such changes or repeals shall take precedence over these bylaws.

ARTICLE III: MEMBERSHIP

Section 1. Terms and Qualifications. The Board of Trustees shall consist of nine (9) members, appointed for six (6) year terms by the Mayor of Iowa City and approved by the City Council. All members shall be residents of the City and shall be over the age of eighteen (18), except there may be one (1) non-resident member if the library is receiving funds for a county-wide library service on a contract basis. Appointments are approved by the City Council except the non-resident member who is approved by the Board of Supervisors.

Section 2. Compensation. Members shall serve without compensation but may be reimbursed for expenses incurred relating to official Library business.

Section 3. Vacancies. Any vacancy on the Board because of death, resignation, long-term illness, disqualification or removal due to four (4) consecutive unexcused absences from regular meetings shall be filled by appointment by the Mayor, with approval of the City Council, or the Board of Supervisors in the case of the non-resident member. The appointed trustee shall fill out the unexpired term for which the appointment is made. Members are expected to give the Mayor at least 30 days written notice of intention to resign.

Section 4. Orientation for New Members. Prior to the first regular meeting following their appointment, new members shall be provided with copies of these bylaws, pertinent sections of the City Code and other documents that would be useful to Board members in carrying out their duties. They will also be given an orientation briefing by the President of the Board and the Library Director or their designees.

ARTICLE IV: OFFICERS

Section 1. Number. The officers of this Board shall be President, Vice-President and Secretary.

Section 2. Election and Term of Office. The officers shall be elected annually at the April meeting and shall serve for one year beginning July 1. In February the President shall appoint a

nominating committee who will present a slate of officers at the April meeting. Other nominations may be presented from the floor.

Section 3. Vacancies. In the event of the death or resignation of any officers, the Board shall choose a successor at the first meeting following the vacancy and that person shall hold office until the next regular election of officers.

Section 4. President. The President shall preside at all meetings of the Board, appoint committees, make appointments to the Friends Foundation Board, call special meetings, execute all documents authorized by the Board and generally perform all duties associated with the office. The President and the Secretary shall sign all disbursement lists prepared by the Director. Notwithstanding anything to the contrary in these bylaws, a committee appointed by the President for the purpose of selecting searching and/or hiring recommending a Library Director shall require Board of Trustees' approval.

Section 5. Vice President. In the event of the absence or disability of the President, or of a vacancy in the Presidency, the Vice President shall assume and perform the duties and functions of the President.

Section 6. Secretary. The Secretary and the President shall sign all disbursement lists prepared by the Director. In the event of the absence or disability of the President- or the Vice President, the Secretary shall assume and perform the duties and functions of the President.

#### ARTICLE V: MEETINGS

Section 1. Regular Meetings. Regular meetings of the Board shall be held at the Library at 5:00 p.m. on the fourth Thursday of the month, January through October. In November and ~~December~~December, the meeting shall be held on the third Thursday of the month at the same place and same time. Any change in the regular meeting time or date shall be approved by the Board at a previous regular meeting.

Section 2. Special Meetings. A special meeting of the Board may be called at any time by the President or at the request of any two Board members for the transaction of business as stated in the call for the meeting. Such requests shall be given to the Library Director who shall give notice as described in Section 3.

Section 3. Notice of Meetings. Notice of regular meetings shall not be required; a special meeting may be called upon written notice. Notice must be received not less than twenty-four (24) hours before the meeting except for emergencies and must include time, place, date and tentative agenda. News agencies will receive notice via the City's web site.

Section 4. Place of Meetings. Regular meetings shall be in a place accessible to persons with disabilities.

Section 5. Quorum. A quorum for the transaction of business at any meeting shall consist of five (5) members of the Board present.

Section 6. Procedural Rules. Proceedings of all meetings shall be governed by Robert's Rules of Order, most recent edition.



## ARTICLE VI: ORGANIZATION OF BOARD BUSINESS

- Section 1. Agendas. The President and the Director shall prepare the agenda for all regular Board meetings. Agendas shall be posted and sent to Board members and the media at least three (3) days prior to the regular meeting. Agendas of all meetings must be posted at least twenty-four (24) hours in advance of the meeting on the bulletin board in the Library lobby and on the Library and City of Iowa City websites, as requested by the City Clerk.
- Section 2. Order of Business. The order of business of each meeting shall be established by the Board by motion made from time-to-time as the Board deems necessary. The agenda shall be established and posted in advance of each meeting in accordance with the requirements of the Iowa Open Meetings Law (Iowa Code Ch. 21).
- Section 3. Minutes. Minutes of all regular and special meetings are to be prepared and distributed to Board members and the City Council. The Library shall keep as a permanent record copies of all minutes, including documents attached to the minutes by Board action.
- Section 4. Board Policies. All policy statements adopted by the Board shall be filed by subject in a policy notebook containing these bylaws. Each policy and each revision shall carry the date of its adoption. Board policies are also available on the library website.
- Section 5. Committee. Board committees and their composition, duties and terms shall be designated by the President. All committees shall make progress reports at each regular Board meeting. Notwithstanding anything to the contrary in these bylaws, a committee appointed by the President for the purpose of selecting searching and/or hiring recommending a Library Director shall require Board of Trustees' approval.

## ARTICLE VII: LIBRARY DIRECTOR AND STAFF

- Section 1. The Board shall appoint a qualified Library Director who shall be the executive and administrative officer of the library on behalf of the Board and under its review and direction. The Library Director shall carry out policies adopted by the Board and shall be held responsible for: employment and direction of staff; the care and maintenance of the building and equipment; the efficiency and effectiveness of the Library's service to the public; the provision of library collections and the operation of the Library under the financial conditions set forth in the annual budget. The Director or designee shall attend all Library Board meetings and shall present a report at each regular meeting.

## ARTICLE IX: RELATIONSHIP TO Iowa City Public Library FRIENDS FOUNDATION

- Section 1. Membership. The membership of the Iowa City Public Library Friends Foundation, a 501(c) 3 nonprofit corporation, consists solely of the Trustees of the Iowa City Public Library. Each member of the Board of Trustees shall become a Member of the Friends Foundation Corporation concurrently with becoming a member of the Board of Trustees and shall continue to be a Member of the Friends Foundation Corporation as long as he/she is a Trustee of the Library. Powers and duties of the Members are found in the bylaws of the Iowa City Public Library Friends Foundation.

Section 2. Friends Foundation Board of Directors. The President shall appoint two (2) trustees to serve one-year terms on the Board of Directors of the Iowa City Public Library Friends Foundation. The terms begin upon the adjournment of the Annual Meeting of Members of the Iowa City Public Library Friends Foundation. The President of the Trustees may serve as a Director. No Trustee may serve more than six (6) consecutive terms as a Director of the Friends Foundation.

#### ARTICLE X: AMENDMENTS

Section 1. These bylaws may be altered or repealed, and new bylaws adopted by the members of the Board at any regular meeting or at any special meeting called for that purpose. The proposed changes in the bylaws shall be submitted in writing to the members of the Board at least ten (10) days prior to the meeting for their consideration.

Adopted: 07/26/84

Revised: 12/17/87

Revised: 10/27/88

Revised: 12/14/89

Revised: 01/93

Revised: 01/95

Revised: 08/98

Revised: 01/05

Revised: 03/24/11

Revised: 11/21/13

Revised: 08/25/16

Reviewed: 05/23/19

Reviewed: 06/27/19

Revised: 07/25/19

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**LIBRARY BOARD OF TRUSTEES**

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**GENERAL RESPONSIBILITIES**

The Board of Trustees of the Public Library is a semi-autonomous body of nine persons empowered by state law and city ordinance to act as the governing body of the library. The Board's specific list of legal responsibilities includes:

- determining the goals and objectives of the Library in order to plan and carry out library services
- determining and adopting written policies to govern all aspects of the operation of the Library
- preparing an annual budget and having exclusive control of all monies appropriated by the City Council, earned income, service contracts with Johnson County, University Heights, Hills, Lone Tree, or given to the library through gifts, bequests, grants or awards
- employing a competent staff to administer its policies and carry out its programs

The Board is also an arm of City Government with members appointed by the City Council and its principal operating funds approved by the City Council. The Board therefore seeks at all times to work in harmony with City policies in all areas that do not conflict with its statutory powers.

**ACCOMPLISHMENTS FOR FISCAL YEAR 2019**

1. Hire and work with a new Library Director.
2. Work with the City to implement initiatives of the Equity Took Kit.
3. Collaborate with the ICCSD and other area libraries to simplify issuing library cards to school age children.
4. Keep the public informed about library access during construction on the Ped Mall.
5. Continue working with Digital Johnson County partners to expand services offered and explore the possibility of a joint library system in the future.
6. Improve library catalog and patron account interface.
7. Celebrate local history with improvements to the Digital History Project content management system, increased staffing, promoting digital access to the historical Press Citizen, sharing restored historical maps, and offering an opportunity for people to record their local history stories.
8. Assess needs in the new Digital Media Lab and add resources the public is requesting.

9. Approve a Memo of Understanding with Iowa City UNESCO City of Literature.
10. Submit a City budget request that supports library needs. Advocate for CIP funding for replacement carpeting and furnishings from the 2004 building.
11. Registered 4,417 for the Summer Reading Program.
12. Reviewed and updated the following policies:

- 401 Finance
- 505 Volunteers
- 703 Cable Television Channel Programming Policy
- 801 Circulation of Materials
- 812 Hours of Service
- 813 Unattended Children
- 814 Copyright
- 817 Alcohol in the Library

#### GOALS FOR FISCAL YEAR 2020

1. Find improved parking location for the Bookmobile.
2. Plan for building improvements: Plan for replacing public access computer workstations; Plan for re-flooring project; Develop a plan for HVAC replacement.
3. Complete upgrade to the library catalog.
4. Evaluate impact of no fines on Children's and YA collections.
5. Study availability of collections in response to changes in circulation policy.
6. Explore artist-in-residence in Digital Media Lab.
7. Undertake strategic planning process (new plan adopted June 2020, goes into effect July 1, 2021).
8. Continue working with Iowa City and partners to implement Equity Toolkit measures/Explore funding opportunities related to outcomes of equity toolkit work.
9. Initiate (or participate) in discussion about City-wide services for tweens and teens with other public and youth-serving agencies.
10. Facilitate guided conversations with staff and library stakeholders about future space use/needs.
11. Research social workers in libraries

#### **Board Members:**

Jay Semel, President  
 Diane Baker  
 Wesley Beary (joined August, 2018)  
 John Beasley  
 Kellee Forkenbrock

Janet Freeman, Secretary  
 Adam Ingersoll (resigned 8/2018)  
 Carol Kirsch  
 Robin Paetzold  
 Monique Washington, Vice-President



## Strategic Plan FY19: Goals and Objectives

- Connect:** The Iowa City Public Library connects people to information essential for daily living and offers them opportunities for enjoyment and personal growth
- Engage:** The Iowa City Public Library actively encourages discovery, learning, and greater participation in community life
- Enrich:** The Iowa City Public Library contributes to the quality of life in Iowa City by offering opportunities to explore diverse ideas, to exercise imagination, and to express creativity

End of Year Report	
Goal 1: Public Awareness	
1. Evaluate ways we communicate with our community and improve information delivery to identified populations.	Additional information was translated into Spanish, Arabic, French, Swahili, and Chinese including Summer Reading Program children's gamecards, No fines on Children's & Young Adult materials beginning 6/1, and ICPL Bookmobile FAQ. Translated information was added to the ICPL webpage and distributed at area ethnic grocery stores, neighborhood centers, Resurrection Church, and Laundromats laundromats. 130 packets of information about the Library were sent to community organizations to post on bulletin boards and other public venues. A new eNewsletter, Shelf Talk," which focuses on sharing information about ICPL collections debuted in January.
2. Introduce the new Library Director to the community.	Information about Carman was featured in the Spring/Summer edition of The Window and the Volunteer Recognition event was promoted as a special opportunity to meet Carman. The Friends Foundation hosted a community Meet & Greet in May. Staff helped arrange for Carman to speak with local service club members and residents of Oaknoll.
3. Share Library information at PrideFest.	The Library was recognized as a PrideFest sponsor this year, which included an ad in the Pride Week guide. Our Graphic Designer created a version of the ICPL logo in rainbow colors as a part of the ad. The Bookmobile was at the Pride Picnic on Friday and the Vendor Fair on Saturday. More than 20 staff members and friends/family walked in the Pride Parade. We hosted Drag Queen Storytime at the Library and published LGBTQIA+ collection lists on our Staff Picks page, highlighted by a scrolling banner on the homepage.
4. Work with Cedar Rapids Public Library and other corridor public libraries raise awareness about area libraries.	Staff attended Corridor Libraries Connect bi-monthly meetings and planned for ways corridor libraries could work together to advocate for, and share, information about local public libraries. The #CorridorReads partnership, begun in 2018 with Cedar Rapids Public Library, continues with Marion, Swisher, and Ely Public Libraries joining the project.

5. Work with City of Iowa City Communications Staff to share information about Ped Mall reconstruction.	Staff attended weekly meetings and wrote blog and social media posts to share that, "The Library is OPEN during construction." There was an article about the reconstruction project in the Spring/Summer edition of The Window and in eNewsletters. Staff maintained a bulletin board with project information and updates located in front of the west Ped Mall doors when they were closed due to construction.
<b>Goal 2: Collaboration</b>	
1. Evaluate service area restrictions and online library card sign-up for digital collections.	OverDrive's Instant Digital Card program was discussed at the October Digital Johnson County meeting. Peer libraries offering the digital card were contacted about their experience with the program; responses are currently being collected. A decision about joining the program will be made in the spring.
2. Explore collaboration with schools and Public Libraries of Johnson County to create a single use student library card that serves multiple library locations.	Meetings with Kristi Harper from the ICCSD and staff from the North Liberty Community Library and Coralville Public Library have taken place. The Student AIM card is the result of these meetings and will be implemented in August.
3. Consider a collaboration/partnership to provide a series of programs focused on effective parenting and how children learn.	We are still in the consideration phase and determining what the program series will focus on and who our partners will be.
4. Collaborate with Obermann Center for the Obermann History Symposium 2019 focusing on disabilities.	ICPL hosted a number of sessions which were aired live on Channel 10 and added to the Library's collection.
5. Investigate collaboration with Elder Services or other agencies to improve access for At Home services.	We focused on the Lobby Stop pilot program, improving access for At Home and aging patrons who live at the four sites served. As of June 11, 359 people visited a Lobby Stop and 335 items were checked out. Staff offered four Tales & Travel memory programs each month at five different facilities. Staff contributed information about the Tales & Travel program to "On the Go with Senior Services: Library Programs for Anytime and Anyplace," a forthcoming publication from Libraries Unlimited, expected in January 2020.
6. Work with City and other partners to implement the Racial Equity Toolkit initiatives.	Equity Toolkit work was completed and final reports written for the City's Office of Equity and Human Rights.
<b>Goal 3: Programs</b>	
1. Contribute programming to RAGBRAI and Downtown Block Party events.	There were two events, an open-video play, with 150 participants. Jason Snell, a mind musician, attended by 50 people.
2. Participate in fall Gallery Walk to share refurbished Hazel Westgate collection.	Done.
3. Evaluate future of the Children's Gardens with Ped mall redesign.	Area is currently under construction.
4. Evaluate Special Access Browsing Hour.	Meetings between the Library and the Iowa City Autism Community Group are scheduled. We hope to offer an online survey to their group in January.
5. Increase classes offered in Digital Media Lab (DML).	13 new classes were developed. 25 classes were offered in the second half of the fiscal year.
6. Continue history tour programming, including taping of tours if possible.	History tour programming was postponed until 2020.
7. Evaluate STEAM Fest and Comic Con as ongoing annual events.	Lib Con was very successful with more than 700 people attending. Our 2 <sup>nd</sup> Lib Con event will be held August 10, 2019.



8. Evaluate use of Project Outcome to measure the impact of library programming on patrons and the community.	Staff are evaluating the use of Project Outcome with the new director and making plans for future outcome measurement.
<b>Goal 4: Content</b>	
1. Digitize historical Iowa City newspapers.	The site contains 55 newspaper titles and 141,840 newspaper pages that are browsable and keyword searchable.
2. Ensure collection development reflects changes in circulation and marketplace.	Five years of data comparing collection budget allocations, circulation, and collection size was compiled and shared with the selection team to identify trends. Selectors will identify needed changes to the collection plan and future materials budget in the coming months.
3. Evaluate streaming video service.	At the beginning of January, we moved the credit limit to 10. Overall, 81.9% of Kanopy users were satisfied.
4. Add experience kits that provide resources to engage in activities or projects, such as birdwatching or stargazing.	Kits were introduced in February thanks to a generous grant from the Community Foundation of Johnson County. 21 Discovery Kits were added: 10 for children and 11 for adults.
5. Add a platform to the Digital History Project (DHP) to collect and record local history stories.	IT installed the Islandora/Fedora system to move local history articles from the blog to the Digital History. Blog posts that would work well on the DHP were identified.
6. Evaluate Library's institutional archives and plan for long-term selection, preservation, and digitization.	A collection plan is currently being written to explain the purpose of the archives, identify what we preserve, the formats we have, and who has access to it. Nancy Kraft from the University of Iowa Libraries evaluated the archives and our current workflow and helped identify areas for focus.
7. Consider use of MOBIUS or similar system to offer easy access to off-site collections and improve delivery of materials between libraries.	MOBIUS was researched and determined to be unnecessary at this time. We have benefited from the affordability and convenience of working with Chomp delivery service to transport materials between local libraries.
<b>Goal 5: Technology</b>	
1. Upgrade Digital History Project content management system.	The Islandora/Fedora, an open-source software platform for digital collections, was installed and configured. A sample collection to add to the site has been identified. Work will continue into FY20 with migrating the digital collections.
2. Review Bookmobile technology.	A television monitor and laptop were replaced due to wear and tear this year. We evaluated changes to strengthen the Bookmobile Wifi signal and made some modifications.
3. Consider additional resources for Digital Media Lab.	Classes using the virtual goggles and the WACOM drawing pads were created and offered.
4. Consider an online community calendar	Preliminary meetings were held.
5. Complete upgrade to the library catalog (Virtual Branch).	A working group established a set of features and requirements. A working prototype is in place and is being used for development and testing. We will get feedback from staff in the next calendar year.
6. Develop and launch new personalized patron account interface (Virtual Branch.)	The patron interface is part of the library catalog upgrade project above and is being implemented along the same timeline.
7. Evaluate library hold delivery via CHOMP.	Staff began using CHOMP for North Liberty Community Library Open Access returns because of the significant cost savings of using CHOMP Use of CHOMP by the community for holds delivery is low.
8. Begin discussion of a multi-library ILS system that includes ICPL.	Discussion has been tabled.

9. Consider sending notices via text message.	Staff resources have focused on catalog improvements. If warranted, we will implement text notification as a part of the catalog project. A decision will be made in the spring.
10. Formalize and document PCI Compliance.	A working group has been established and is reviewing PCI compliance documentation toward creation of a policy and procedures.
11. Prepare for end of Channel 20	A press release announced the cessation of Channel 20 on April 2. Programs are now shared live and available via the <i>thelibrarychannel</i> , ICPL's YouTube channel.
<b>Goal 6: Space/Facilities</b>	
1. Investigate the need for a dedicated outreach vehicle.	An outreach vehicle would be particularly useful when preparing and executing Stories in the Park programming in the summer, especially if supplies to support the program would be available in the vehicle. When staff visited school sites to preregister kids for SRP in the spring of 2019, there were 2 occurrences where a different vehicle had to be used because the travel van had been reserved for an outreach event. With the possibility for the Bookmobile housed further from the Library in the future, we anticipate more need for a travel/outreach vehicle or different scheduling of the Maintenance Van and Travel Van.
2. Plan for replacement of public access computer workstation furniture.	Funding for this project is now in FY22, so this should be moved to FY20.
3. Repurpose old Circulation Desk space and address holds shelves available.	Remodeling was completed and features additional space for holds, space for book sales from The Book End, and library card registration. A new display to highlight book club kits, circulating equipment, and Discovery kits will be added soon.
4. Identify areas that need to be re-carpeted; update budget for replacement.	This project is now in the City 2022 CIP budget; move this objective to FY20.
5. Work with the City of Iowa City to identify long term storage location for the Bookmobile.	The cold winter was hard on the Bookmobile; the heat did not work on many occasions. All concur an indoor storage location in the winter would help. Staff have discussed indoor parking with City of Iowa City Equipment Division staff and we hope to have an indoor storage location for the 2019/2020 winter season.
6. Plan for replacement of the toddler, CD, and puzzle shelving in the Children's Department.	A budget request was made for FY20. Budget request was not approved in operating budget.
7. Replace HVAC components in the FY19 CIP budget.	This project is complete.
8. Install generator backup for server room.	This will be completed before the end of the fiscal year. We needed to replace the HVAC components first.
<b>Goal 7: Staffing</b>	
1. Assist the Board as needed in the hiring of a new library director.	New Director hired.
2. Develop a transition plan including Board and staff to work with the new director, including a feedback process after six months.	The Transition Committee was disbanded in June.
3. Identify training needs; offer training.	The staff training group will be established in FY20.
4. Evaluate Bookmobile summer Fridays and plan for staffing if continued.	Staff trained to work on the Help Desk are rotating through the summer 2019 Bookmobile schedule to support the five-day-a-week summer operations. Hiring a Bookmobile Aide has helped with keeping the Bookmobile stocked with materials and rotating



	collections, freeing up staff time to work on other bookmobile support tasks.
5. Investigate staffing levels at public service desks.	A time study was completed in May. Staff will meet to review the data and make recommendations before the fall schedule period.
6. Assist the City as they address wages for hourly workers.	This information was provided during the budget process. The City Council approved a city-wide starting wage of \$11.50 beginning July 1, 2019. The goal is to raise the starting wage to \$15.00 over three years. New hourly pay plan will take effect 7/1/19.
7. Formalize personnel procedures with City Human Resources staff.	Administrative/Confidential staff, all librarians, and a few departments have moved to the web-based time keeper. Will continue moving other departments to the KRONOS system through FY20.
<b>Goal 8: Funding</b>	
1. Advocate for public and private funding support.	Successful fundraising events and other activities done by the members of the Board of Directors of the Friends Foundation and library Development Office staff generated more than \$500,000 in Fiscal Year 2019.
2. Introduce series of brief promotional videos to reach donors and potential donors.	Other Friends Foundation priorities in Fiscal Year 2019 resulted in the postponement of this project until next year.
3. Introduce the Wade Society to recognize long time and legacy donors.	The Friends Foundation hosted legacy donors who are members of the Wade Society on March 30, 2019 for a unique program to unveil historic maps of Iowa City, now displayed on the library's second floor. Maeve Clark, ICPL Adult Services Coordinator, was the featured speaker to a group of 89 supporters.



## Strategic Plan FY20: Goals

- Connect:** The Iowa City Public Library connects people to information essential for daily living and offers them opportunities for enjoyment and personal growth
- Engage:** The Iowa City Public Library actively encourages discovery, learning, and greater participation in community life
- Enrich:** The Iowa City Public Library contributes to the quality of life in Iowa City by offering opportunities to explore diverse ideas, to exercise imagination, and to express creativity

Goal 1: Public Awareness	
1.	Keep public aware of library access issues related to Ped Mall construction.
2.	Seek new ways to communicate with residents who do not receive library news and information through current outlets.
3.	Undertake strategic planning process (new plan adopted June 2020, goes into effect July 1, 2021).
4.	Share information about no fines on Children's and Young Adult collections and Student Aim Card.
5.	Evaluate Annual Report format and consider options for sharing information with the community.
6.	Evaluate participation in PrideFest and plan for future participation.
7.	Begin planning for the Library's 125 <sup>th</sup> anniversary.
8.	Highlight library databases and online learning portals on Social Media sites and Library website.
Goal 2: Collaboration	
1.	Continue to work with Iowa City Community School District, Coralville Public Library and North Liberty Community Library to develop and introduce Access to Information and Materials (AIM) Library Cards for students in the ICCSD.
2.	Continue working with Iowa City and partners to implement Equity Toolkit measures.
3.	Partner with Parks & Recreation to jointly plan several programs for teens.
4.	Explore artist-in-residence in Digital Media Lab.
5.	Work with Neighborhood Centers of Johnson County to strengthen Bookmobile services to elementary students.
6.	Work with partners to address food insecurity for people 18 and younger.
Goal 3: Programs	
1.	Evaluate Comic Con as an annual event produced by the Library.
2.	Evaluate Lobby Stop services.
3.	Explore establishing programming series that engage patrons without homes
4.	Continue History Tour programming.
5.	Evaluate Digital Media Lab programming and membership.
6.	Increase number of classes or workshops that focus on resource sustainability and climate change.
Goal 4: Content	
1.	Evaluate buying practices for digital collections.
2.	Plan for changes to availability of compact disc and DVD in marketplace.
3.	Consider digitizing city building permit collection and city directories.

4. Continue work on preserving and digitizing institutional archives.
5. Increase streaming video options.
6. Study availability of collections in response to changes in circulation policy.
<b>Goal 5: Technology</b>
1. Consider offering an interactive online readers' advisory service.
2. Explore adding scrolling Event Board e-sign for community events.
3. Gather information and produce a report on Broadband usage and access that can be used as a basis for evaluating whether "broadening Internet access for Iowa City" should be a major FY21+ strategic planning initiative.
4. Reevaluate current web design and conduct content audit.
5. Make registration for reading programs easier.
6. Explore interest in joint catalog with local public libraries.
7. Make checking out materials easier.
8. Consider automatic renewal of materials.
9. Migrate Digital History Project content to new content management system.
10. Complete upgrade to the library catalog.
11. Develop a budget request to translate parts of the webpage into identified languages.
<b>Goal 6: Space/Facilities</b>
1. Find improved parking location for the Bookmobile.
2. Plan for re-flooring project.
3. Plan for replacing public access computer workstations.
4. Develop a plan for HVAC replacement.
5. Study building space needs, especially for Teen and Children's Services.
6. Evaluate Library vehicle fleet and service needs.
7. Conduct a building sign audit and plan for updates as needed.
8. Consider city's goal of "Promote environmental sustainability" when planning projects.
9. Evaluate current meeting room spaces.
<b>Goal 7: Staffing</b>
1. Offer and evaluate staff training program.
2. Review public service desk time study and propose changes.
Explore circulation support offered away from the Help Desk and expand and/or provide training as needed.
4. Evaluate Bookmobile staffing assignments and adjust as needed.
5. If adopted by Board and City Council, work with City on hourly employee staffing changes.
6. Research social workers in libraries.
<b>Goal 8: Funding</b>
1. Determine possible funding sources needed for various projects/programs.
2. Explore funding opportunities related to outcomes of equity toolkit work.
3. Work with Friends Foundation Board to increase number of donors and total raised through financial donations.
4. Evaluate impact of no fines on Children's and YA collections.
5. Consider extending no fines to all collections.

## Adult Services Department Report

July 25, 2019 Meeting of the Iowa City Public Library Board of Trustees  
Maeve Clark, Adult Services Coordinator

### Summer Partnerships and the Digital Media Lab

The library is hub of activity during the summer due in part to partnership programs with a number of governmental and educational entities. The Digital Media Lab sees heavy use from the Iowa Youth Writing Project's week-long series of camps. The camps are targeted for teens and tweens and all of them are free. The Library also serves as the location for Youth Empowered to Serve (YES!) program sponsored by Goodwill of the Heartland. Teens in this program are placed in jobs throughout the county during the summer and receive job coaching from staff. Both groups use other meeting rooms, too.

### Summer Reading Program

2019 summer reading programming for teens and adults has proven once again popular. While numbers for those enrolled in the reading part of the program are down for both teens and adults; 382 teens have enrolled this year compared to 434 last year and 986 adults have signed up this year compared to 1013 last year, attendance at programs has held steady. The enrolled participant numbers should increase by the end August 10, the last day of the program. We speculate that the Ped Mall Construction may play a role in the lower numbers this year.



A terrarium building workshop program was so popular we held it twice!



Teen Super Smash Brothers tournament contestants.

### Staff

I am sad to report that Lyndey Kelley, who has been responsible for overseeing the Digital Media Lab, is relocating to Louisiana. Lyndey developed many new classes for the DML and also worked on the Info Desk and the Switchboard. We will begin interviewing for a part-time Library Assistant III in early August.

### Interlibrary Loan (ILL)

Interlibrary loans are materials that the library borrows for our patrons and materials that the library loans to other libraries. The bulk of items we borrow and loan come from libraries in Iowa, but we also borrow and loan materials from out-of-state. Books are the most frequently borrowed and lent items, with DVDs and CDs close behind. The library borrowed 3,637 books and AV items for our patrons and 23 articles and we lent 1,286 books and AV items and on a copy of one article to other libraries.





## Community & Access Services Dept, Help Desk & Bookmobile

Update for ICPL Board of Trustees

Prepared by Kara Logsdon, July 2019

### No Fines for Children and Young Adult Materials

We've had positive feedback about the change to no fines collected for materials checked out from the Children and Young Adult collections. Many individuals have expressed their appreciation for removing barriers to using the Library. We'll continue to monitor the impact this has for the entire system and provide regular reports.

### Monthly eNewsletters

Each week the Library sends an eNewsletter to share information about the collections, programs and services available at the Library. We have four eNewsletters so it works well to send one each week. We use the City of Iowa City's GovDelivery system free of charge to engage with our community in this venue and it has become a very effective communication tool. The box above shows the number of subscribers and eNewsletter views in June 2019.

eNewsletter	Content	# Subscribers June 30, 2019	# Views June 2019
Check it Out	General Library Information	833	3330
The Windshield	Bookmobile information	868	3153
The Little Window	Library information for Children	699	3166
Shelf Talk <i>Debuted 1/19</i>	Collection Information	121	2588

Subscribe at: [icgov.org/e-subscriptions](http://icgov.org/e-subscriptions)

### Bookmobile Update

We're having a great summer on the Bookmobile! New stops at Pheasant Ridge Neighborhood Center and Autumn Park Apartments are well used, neighborhood families are visiting the Bookmobile at Melrose Meadows, our partnership with the Neighborhood Centers of Johnson County to serve students from Alexander, Twain, Grant Wood and Hills Elementary Schools is working well and we're seeing a lot of children at the Stories in the Park programs. We had 200 people at the Goat and 100 at the Llama Stories in the Park programs. Attendance at Stories in the Park programs at Willow Creek Park are low because of park construction. Party in the Park programs on Thursdays have been popular and we are meeting new members of the community as the Bookmobile travels around to different locations.



### Job Reclassification

Recently Erik Moser, who worked 25 hours a week as Library Clerk, resigned to become a Substitute Librarian. Tyler Dyrg, who works in Collection Services, also resigned to move out of state. As a part of the process to refill these positions, the needs and priorities of the Library and the Library's Strategic Plan were evaluated. It was determined there is a need for additional staff to help with outreach activities outside of the Library and to teach classes in the Digital Media Lab. We asked the City Council to re-classify these two positions to half-time Library Assistant III jobs as this classification is better aligned with the work that is needed. The change is budget neutral. The City Council approved this change on July 2, 2019 and the jobs are currently posted. We wish Erik and Tyler all the best and thank them for their services to the Library.

In June 2019 the  
Summer Library Bus  
Program provided  
**1,458 rides**

**Development Office Report**  
 Prepared for the Board of Trustees  
 Iowa City Public Library  
 by Patty McCarthy, Director of Development  
 July 25, 2019

### **Friends Foundation Plans for Success**

At its first meeting of the new fiscal year on July 17, the Board of Directors of the Iowa City Public Library (ICPL) Friends Foundation agreed on the following objectives for this final year of the current strategic plan.



#### **Goal: Generate necessary private support to accomplish five year goals**

##### **Objectives:**

- Grow annual contributions from individuals and businesses to raise \$147,500 minimum.
- Lead profitable, worthwhile events to raise \$41,700 minimum.
- Plan engagement with Friends Foundation giving societies.
- Increase Book End income to \$30,000 minimum.
- Raise awareness of the Friends Foundation mission and impact.

#### **Goal: Fully engage all directors**

##### **Objectives:**

- Engage directors.
- Expand Friends Foundation outreach.
- Develop new Friends Foundation Strategic Plan for FY2021 forward.

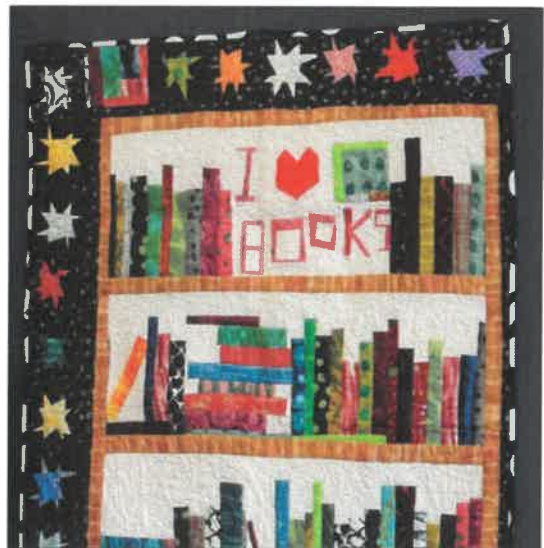
Friends Foundation board members will work with staff in the ICPL Development Office to accomplish the plan with support from our generous community.

### **It's Crafting Time**

It's not too early to be working on handcrafted treasures for the Friends Foundation's annual Arts & Crafts Bazaar fundraiser for the library. Generous library friends create and donate incredible items like the quilt seen here to be sold to benefit the library.

Whether you're a seasoned crafter seeking new project ideas, want to try a new craft, or learn shortcuts, you will find helpful books and DVDs on the library's second floor. Look for these collection numbers on the shelf labels to find:

- Fabric crafts: 746
- Painting: 759
- Paper crafts: 736
- Pottery: 738
- Sewing: 646
- Wire crafts: 739



The eighth annual Arts & Crafts Bazaar is scheduled on Saturday, **December 7**, 10am -3pm in Meeting Room A. Last year, the Bazaar raised nearly \$8,100 from the sales of hundreds of unique treasures which were made and donated by more than 200 artists and crafters.

By Todd Brown, Senior Librarian at the Iowa City Public Library

This year's Summer Reading Program at ICPL is "A Universe of Stories," so why not read some stories which span the Universe? Space Operas as a genre usually involve a grand scale, sometimes in both distance and time. They are full of adventure, intrigue, aliens and battles for control.

If you're looking for a book with sentient dolphins (and who isn't?), then "Startide Rising" by David Brin is the Space Opera for you. It is set 470 years in the future where species achieve sentience by being "uplifted" by another patron race, though it is unknown who uplifted the "wolfling" humans. An Earth spaceship crewed by uplifted dolphins, humans and an uplifted chimpanzee discover a fleet of abandoned ships which could belong to the first sentient race. A fight between alien races to discover the fleet's secrets ensues.

"Leviathan Wakes" by James S. A. Corey is part Space Opera and part noir detective story. A missing Earth heiress, another derelict ship and more secrets spark conflict, this time between the Earthers, the Mars Navy and the Belters of the asteroid belt and outer planets. Ice hauler Jim Holden and detective Joe Miller work to uncover the vast conspiracy which threatens humanity. This is the first book in the Expanse series and has been followed by seven more books. The series was also adapted to television as Syfy's "The Expanse."

In "Old Man's War" John Perry joins the Colonial Defense Force at age 75. Wanting recruits with life experience, the CDF uses his DNA to create a new body that has been genetically and technologically enhanced. The CDF's job is to protect interplanetary colonists who must compete for resources against other alien races. This book follows his exploits from recruit to captain and is the first of five novels and a collection of four novellas.

"Hyperion" by Dan Simmons uses a similar structure to "The Canterbury Tales." On the eve of war, seven pilgrims journey to the planet Hyperion, selected by the AIs of the TechnoCore to assist the Hegemony of Man against the "interstellar barbarians" known as the Ousters. Hyperion is the location of the Time Tombs guarded by the god-like creature the Shrike. At each stage of their journey to the Time Tombs one of the pilgrims tells their tale and their connection to the Shrike. Three more novels follow in the "Hyperion Cantos."

"Dune" by Frank Herbert combines interstellar travel, adventure, religion and political intrigue. The desert planet Arrakis is the only source of melange, a drug which extends life, gives psychic abilities to some and makes interstellar travel possible. It is the most valuable substance in the universe. Paul is the son of Duke Leto Atreides who is assigned to control Arrakis. After his father is betrayed, Paul goes into hiding with the native Fremen and discovers he has powers. Also, the desert is full of giant sandworms!

For any of these epic Space Operas and more, check out the science fiction collection at the Iowa City Public Library.

By Kara Logsden, Community and Access Services Coordinator at the Iowa City Public Lib

I've listened to some awesome audiobooks recently. They are perfect stories to listen to during a long drive or short commute, while doing house chores or kicking back and relaxing.

"Where the Crawdads Sing" is a lyrical, coming of age story by Delia Owens about a girl who lives on the North Carolina coast and, as a young child, is abandoned by her family. I listened to the last chapter twice and enjoyed the book so much I wanted to start again at the beginning. Cassandra Campbell's narration is excellent.

"The Library Book" by Susan Orlean weaves the story of a catastrophic fire at the Los Angeles Public Library with a narrative about the history and purpose of libraries. Orlean reads the audiobook and her narration is perfect. Orlean's book is a testament to the importance of libraries and their service to communities.

"Leadership in Turbulent Times" by Doris Kearns Goodwin reveals how Abraham Lincoln, Theodore Roosevelt, Franklin D. Roosevelt and Lyndon B. Johnson became leaders. Each faced adversity and did not always have the ambition to be in charge. Something in each of their lives compelled them to step up and lead. With narration by Beau Bridges, David Morse, Jay O. Sanders and Richard Thomas, their stories come alive.

"Island of Sea Women" is a coming of age novel by Lisa See, who continues her tradition of telling compelling stories about women, relationships, family and home. The story is set in a matriarchal society on a Korean island, beginning in the 1930's, and covers many decades. Jennifer Lim's narration is excellent.

"The American Agent," the newest in Jacqueline Winspear's Maisie Dobbs series, finds Maisie traveling between London and her country home during the blitzkrieg of WWII. When an American correspondent is murdered and British authorities are concealing the crime, Scotland Yard asks Maisie to investigate.

Pam Jenoff bases her new novel, "The Lost Girls of Paris," on the true story of female British secret agents in WWII who help with the French Resistance. Jenoff weaves a compelling story about friendship, commitment and courage.

After listening to "Hamilton: The Revolution" by Lin-Manuel Miranda and Jeremy McCarter, I wanted to know more about Alexander Hamilton and his contribution to our history. Ron Chernow's biography, "Alexander Hamilton," was Miranda's inspiration for the musical. Scott Brick's narration of the biography is excellent.

"My Dear Hamilton" by Stephanie Dray and Laura Kamoie offers a different perspective to Hamilton stories. This coming of age Biographical Fiction novel focuses on Eliza, Alexander Hamilton's wife. As the daughter of a general, she was dedicated to the fight for independence and future of the United States.

This led me to Melissa de la Cruz's Biographical Fiction trilogy in the Library's Young Adult collection. "Alex & Eliza: A Love Story" tells the story of how they met; "Love & War" begins in 1781 when the Hamilton's are first married; and "All for One" rounds out the trilogy as the Hamilton's prepare for the arrival of their first child.

The Iowa City Public Library has a wonderful selection of audiobooks in the Fiction, Nonfiction, Children's and Young Adult disc and audio collections. If you need assistance or inspiration finding the perfect book, check with our helpful staff.





## Drink beer and support the Iowa City Public Library at Big Grove for Good on Tuesday

[littlevillagemag.com](http://littlevillagemag.com)

1 min read

**Big Grove for Good: Iowa City Public Library Book Bash**

**B**ig Grove Brewery and Taproom — Tuesday, July 9 at 5-8 p.m.



Big Grove Brewery and Tap Room. — Zak Neumann/Little Village

Reading a good book with a cold brew in hand may be one of life's simple pleasures, but beer and public libraries don't usually go hand-in-hand. That will change for three hours on **Tuesday evening**, as Big Grove for Good raises money for the Iowa City Public Library.

Big Grove Brewery launched **Big Grove for Good** in 2017, as a way to support worthy causes in Johnson County. On Tuesday, 10 percent of all sales between 5 p.m. and 8 p.m. at Big Grove Brewery and Taproom in Iowa City will be donated to ICPL Friends Foundation.

There will be family friendly games and crafts for kids. The ICPL Bookmobile will also be on hand, which means anyone with a library card will have the chance to check out a book.

But this summer, a library card will do more than just let people access the library's services. It will also help young Iowa Citians get to the library.

Students through 12th grade with an ICPL card will be able to ride any Iowa City Transit bus **for free** on weekdays, between 9 a.m. and 3 p.m. Adult caregivers accompanying a child with a library card will

also be able to ride for free. The program runs until Thursday, Aug. 22.

“One of our goals was that we want kids to come to the library and read in the summertime,” Kara Logsden, community and access services coordinator for ICPL, told *Little Village*. “We wanted to take transportation away as a barrier for using the library.”



**Memorandum of Understanding Fiscal Year 2020  
between the Iowa City Public Library Friends Foundation Board of Directors  
and the Iowa City Public Library Board of Trustees**

The Iowa City Public Library Friends Foundation Board of Directors approved the attached Fiscal Year 2020 (FY20) budget on June 5, 2019. The Iowa City Public Library Friends Foundation agrees to pay the Iowa City Public Library a total of \$117,500.00 in undesignated use grants for FY20 for needs approved by the Library Director. Payments will be made on the first day of each quarter of fiscal year 2020: July 1, 2019; October 1, 2019; January 1, 2020; and April 1, 2020.

In addition, the Iowa City Public Library Friends Foundation agrees to fund a portion of salaries and benefits of the staff of the Iowa City Public Library Development Office. The Iowa City Public Library Friends Foundation agrees to pay up to \$121,300.00 in FY20 as determined by the budget for salaries and benefits. Payments to the Iowa City Public Library will be made on the monthly schedule determined by the Iowa City Public Library/City of Iowa City.

Thus, as outlined above, the total grants, salaries and benefits payable to the Iowa City Public Library and City of Iowa City from the Iowa City Public Library Friends Foundation for FY20 is \$238,800.00. Funds will be payable from current and past year annual gifts, current and past year unrestricted spendable earnings, and, if necessary, unrestricted equity.

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Wesley Beary, President  
Board of Trustees  
Iowa City Public Library

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Date

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David J. Bright, President  
Board of Directors  
Iowa City Public Library Friends Foundation

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Date

<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Book End	30,000
Contribution Income	147,500
Gifts & Bequests (passthrough)	50,000
Interest/Dividends	5,000
Special Events	41,700
Transfer In from Spendable Acct	35,000
<b>Total Income</b>	<b>305,400</b>
<b>Expense</b>	
Administrative Expense	33,700
BookEnd Expense	1,000
Fundraising Expense	141,900
Gifts & Bequest (passthrough)	50,000
Grants to Library	117,500
<b>Total Expense</b>	<b>305,400</b>
<b>Net Ordinary Income</b>	<b>-</b>

ICPLFF Board approved 6/5/19

**From:** Mary Gravitt [mailto:gravittmary@gmail.com]  
**Sent:** Wednesday, July 10, 2019 3:50 PM  
**To:** Council <Council@iowa-city.org>  
**Subject:** IOWA CITY PUBLIC LIBRARY COMPLAINT

Since when do you have to have your picture taken to use library equipment? Have Iowa City Public Library become a branch of the Federal Government? Next will they require that a list of all reading materials be filtered back to the FBI?

I as a citizen feel insulted that a photo ID is required to use the Digital Lab at Iowa City Public Library.

I want some inquiries made as a citizen and a library patron. This has never happened to me nor have I ever been so angry at how I was treated today.

Fascism can only exist if citizens do not know their rights and if they do not complain about being abused.

Mary Gravitt  
2714 Wayne Avenue #6  
Iowa City, IA 52240

319.341.6230

#### **Disclaimer**

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

## Elsworth Carman

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**From:** Elsworth Carman  
**Sent:** Thursday, July 11, 2019 4:53 PM  
**To:** 'gravittmary@gmail.com'  
**Cc:** 'Council@iowa-city.org'; 'Geoff Fruin'  
**Subject:** RE: IOWA CITY PUBLIC LIBRARY COMPLAINT

Hello Ms. Gravitt:

Thank you for taking the time to share your concerns about ICPL's orientation procedures for the Digital Media Lab (DML). I am sorry that you had a negative experience at the library and would like to share some additional information with you.

As you probably know, a staff-facilitated orientation is a requirement before patrons can access the DML independently. Since the DML was first opened, this orientation has included staff taking a photograph of each patron who is ready to use the lab. This serves two primary purposes. First, the DML houses some of the most expensive equipment in the library. We employ multiple techniques to ensure these hard-to-replace items are protected, including having staff stationed near the entrance to the DML and using a zoom-enabled security camera within the space. Patron photos are another way we can easily stay abreast of who is using the space and ensure they are approved to be there in case of any issues of theft or damage. Second, staff periodically check to make sure users in the DML are oriented and have been approved to be in the space without a staff member. The photographs are used during these checks in lieu of having to disrupt each patron's work to verify their ID.

I can understand why it would feel surprising to be asked to stand for a photo as part of access to a specific library resource since we take such a strong, public stance on protecting patron privacy and access. I can assure you that these photographs are only used by the staff involved in monitoring the DML and are not shared elsewhere.

Coincidentally, access and orientation practices for the DML are being discussed by staff groups right now. We are considering making a number of changes related to accessing the DML, including how we orient and supervise users. Comments like yours help up improve the way we serve and engage all patrons, and I am truly appreciative that you took steps to address a situation that did not feel right to you.

I welcome the continuation of this conversation; if you would like to speak in more depth about your experience or hear more about our practices, please let me know.

Thank you,

Elsworth Carman  
 Director, Iowa City Public Library  
 elsworth-carman@icpl.org  
 Office Phone: 319.356.5241  
 Cell Phone/Text: 319.383.1269  
 www.icpl.org

Iowa City is a UNESCO City of Literature

**From:** Mary Gravitt [<mailto:gravittmary@gmail.com>]  
**Sent:** Wednesday, July 10, 2019 3:50 PM  
**To:** Council <[Council@iowa-city.org](mailto:Council@iowa-city.org)>  
**Subject:** IOWA CITY PUBLIC LIBRARY COMPLAINT



**Elsworth Carman**

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**From:** Mary Gravitt <gravittmary@gmail.com>  
**Sent:** Friday, July 12, 2019 1:31 PM  
**To:** Elsworth Carman  
**Subject:** Re: IOWA CITY PUBLIC LIBRARY COMPLAINT

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

In the 20 or so years I have been using ICPL the only identification required was a piece of current mail to get a library card. Photo IDs were required to borrow equipment to use within the library if you do not have a card.

My problem with the technician is that she took my picture and told me this is how people are kept out of the digital lab. Digital pictures are not even allowed in certain cites because they can be used for undisclosed purposes. And furthermore, the digital lab is never crowded because it is not that popular. I feel that keep patrons out has more to do with the class of the patron, than with any thought of them stealing equipment.

Also as the head of a Public Library, under ALA Rules certain behaviors have to be observed. The public must be allow access. However, if you intend to privatize the digital lab let it be know to the public. Public libraries have been sued for less.

Furthermore, I feel that that was a Fascist move on the technician's part because this is Iowa City, not New York City. This is what made me so angry. She had no right to take my picture. And the library has not right to privatize public space.



**From:** Mary Gravitt <gravittmary@gmail.com>  
**Sent:** Saturday, July 13, 2019 2:24 PM  
**To:** Council <Council@iowa-city.org>  
**Subject:** DIGITAL PHOTOGRAPHY OF PATRONS IN ICPL DIGITAL LAB

I have received an answer from the Head of ICPL stating in so many words that digital pictures of patron using the Digital Lab is to prevent thief of its valuable electronic equipment. This I think is specious. I say the picture taking is part of class warfare in that the average library patron is poor but not criminal.

I have spoken to several ICPL patrons and was told they, like myself, did not like having their pictures taken in order to use the Digital Lab, but felt they could do nothing about it.

If patron thievery is a problem, why not hire a full-time monitor for the Lab? As well as have surveillance cameras installed.

I think the Director has confused Iowa City with New York City because now we are a city of skyscrapers.

Most patrons using the 2<sup>nd</sup> floor of ICPL come to use the desktop computer, internet, study, and to socialize and are not interested in the Digital Lab. The Lab itself is a dark alienating place--not a friendly place and is only opened limited hours. Agenda Item 9A-5

Furthermore, ICPL has more physical problems that the Director should be concerned which includes the 2<sup>nd</sup> floor bathrooms. Since I have only used the Ladies Room, I can state that of the five sinks, only one soap dispenser dispenses soap. And only two sinks have running water. On several occasions I have had to inform library personnel to have Maintenance pour water down the floor drains to keep the stink of methane from coming up from them—a situation due to dry-mopping. This has gone on overlooked for several years.

Mary Gravitt

2714 Wayne Avenue #6

Iowa City, IA 52240

319.341.6230

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**Elsworth Carman**

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**From:** Elsworth Carman  
**Sent:** Tuesday, July 16, 2019 3:45 PM  
**To:** 'gravittmary@gmail.com'  
**Cc:** 'Geoff Fruin'  
**Subject:** Re: DIGITAL PHOTOGRAPHY OF PATRONS IN ICPL DIGITAL LAB

Hello, Ms. Gravitt:

Thank you for following up with additional concerns about ICPL's current Digital Media Lab access practices and facilities. I'd like to respond to a few of your specific points.

I can absolutely assure you that requiring a photo for use of the DML is not intended to keep people out in any way. A core element of public library service is to be open and welcoming to all patrons. I am so proud that ICPL serves users from all kinds of backgrounds and demographics; this is our job, and I will continue to work to make sure everyone has a place here. The DML draws a diverse group of patrons—which is exactly what it was designed to do—and we have no plans to change this. I'm disappointed to hear that you find the DML a dark and alienating place; specific design choices were made to ensure the space felt open and inviting, without being distracting for users. Do you have any suggestions for making the orientation process or general space feel more welcoming?

I will pass your concerns about the women's bathrooms on the second floor on to the facilities team. I make a point to use the men's bathrooms throughout the building to ensure they are functioning and clean and have not noted the issues you bring forward. I have not heard about these issues from other patrons but will do my best to work with the appropriate staff to address any problems.

Again, I appreciate your time and willingness to articulate your concerns. Please know I am always happy to meet for a face-to-face conversation.

Thank you,

Elsworth Carman  
 Director, Iowa City Public Library  
 elsworth-carman@icpl.org  
 Office Phone: 319.356.5241  
 Cell Phone/Text: 319.383.1269  
 www.icpl.org

Iowa City is a UNESCO City of Literature

**From:** Mary Gravitt <gravittmary@gmail.com>  
**Sent:** Saturday, July 13, 2019 2:24 PM  
**To:** Council <Council@iowa-city.org>  
**Subject:** DIGITAL PHOTOGRAPHY OF PATRONS IN ICPL DIGITAL LAB

## MasterCard Report

08-Jul-19

Vendor	Dept	Expense	Description	Amount
Amazon.com	10550152	469320	Miscellaneous Supplies	\$99.16
Apple Store	10550140	444080	Software Repair & Maintenance Services	\$5.94
Apple.com	10550140	444080	Software Repair & Maintenance Services	\$99.00
Bread Garden	10550110	469360	Food and Beverages	(\$1,040.44)
Cannon Water Technology	10550121	442010	Bldg Rep & Maint	\$13.24
CHOMP	10550110	435055	Postage and Stamps	\$17.56
CVS Pharmacy	10550152	469360	Food and Beverages	\$25.22
flicker.com	10550159	469320	Miscellaneous Supplies	\$51.49
Gamestop	10550151	469320	Miscellaneous Supplies	\$15.00
GRP	10550121	445330	Other Waste Disposal	\$84.95
iTunes Store	10550510	477350	Online Reference	\$14.82
Jet Brains	10550140	444080	Software Repair & Maintenance Services	\$238.50
Kyle Designs	10550110	469320	Miscellaneous Supplies	\$117.92
Laminator.com	10550159	452010	Office Supplies	\$103.66
Microsoft Store	10550210	477350	Online Reference	(\$0.60)
Mosyle	10550140	444080	Software Repair & Maintenance Services	\$165.00
Paypal	10550140	444080	Software Repair & Maintenance Services	\$16.40
Secure by Design	10550140	444080	Software Repair & Maintenance Services	\$600.00
Tallgrass Business Resources	10550152	469320	Miscellaneous Supplies	\$73.00
Tallgrass Business Resources	10550159	469320	Miscellaneous Supplies	\$40.05
Tallgrass Business Resources	10550110	452010	Office Supplies	\$455.02
Tallgrass Business Resources	10550110	469210	First Aid/Safety Supplies	\$13.60
USPS	10550330	435055	Postage and Stamps	\$31.55
Wal-Mart	10550151	469320	Miscellaneous Supplies	\$68.24
Wal-Mart	10550152	469320	Miscellaneous Supplies	\$153.36
Wal-Mart	10550152	469360	Food and Beverages	\$106.87
<b>Grand Total</b>				<b>\$1,568.51</b>

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550110 432080	Library Administration					
10550110 014353 ONE SOURCE THE BACKG PLUS4649-20190531	0	0	2019 12 INV P			202.65 062819
10550110 014353 ONE SOURCE THE BACKG PLUS4649VOL-20190531	0	0	2019 12 INV P			195.00 060719
						397.65
	ACCOUNT TOTAL					397.65
10550110 435055 PARCEL SERVIC 000068774R219		0	Mail & Delivery			
10550110 010473 UNITED PARCEL SERVIC 000068774R239		0	2019 12 INV P			24.49 061419
			2019 12 INV P			11.70 062819
						36.19
	ACCOUNT TOTAL					36.19
10550110 438130	Cell Phone/Data Services					
10550110 010482 VERIZON WIRELESS	9831861685	0	2019 12 INV P			147.93 062819
10550110 010889 U S CELLULAR	0313698799	0	2019 12 INV P			165.83 062819
	ACCOUNT TOTAL					313.76
10550110 443020	Office Equipment Rm Services					
10550110 011736 KONICA MINOLTA BUSIN 258894785		0	2019 12 INV P			584.14 060719
	ACCOUNT TOTAL					584.14
10550110 445140	Outside Printing					
10550110 010373 PIP PRINTING	100476	0	2019 12 INV P			254.92 060719
	ACCOUNT TOTAL					254.92
10550110 449060	Dues & Memberships					
10550110 010229 IOWA CITY AREA CHAMB 2777372		0	2019 12 INV P			422.00 062119
	ACCOUNT TOTAL					422.00
10550110 449280	Misc Services & Charges					
10550110 011736 KONICA MINOLTA BUSIN 63941537		0	2019 12 INV P			114.30 062819
	ACCOUNT TOTAL					114.30
10550110 469320	Miscellaneous Supplies					
10550110 010522 COPY SYSTEMS INC	IN344004	0	2019 12 INV P			31.70 062819
	ACCOUNT TOTAL					31.70
	ORG 10550110 TOTAL					2,154.66



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550121 442010 010392 RMB CO INC	3236	0	Library Bldg Maint - Public Other Building R&M Services 2019 12 INV P			
010452 T & K ROOFING & SHEE 6235		0	2019 12 INV P		11559 FAC/ ICPL Sewage Pu	
010821 MIDWEST ALARM SERVTC 301765		0	2019 12 INV P		228941 FAC/ICPL Roof Leak	
010981 JOE'S QUALITY WINDOW 18276		0	2019 12 INV P		229049 FAC/ Service Call T	
014366 ORKIN LLC	180501569	0	2019 12 INV P		228892 FAC/ Lower Outside	
			2019 12 INV P		229074 FAC/ Quarterly Bed	
			ACCOUNT TOTAL		4,407.50	
10550121 442020 010823 SCHUMACHER ELEVATOR	90466090	0	Structure R&M Services 2019 12 INV P			
			2019 12 INV P		418.50 060719	11562 Elevator Maintenance
			ACCOUNT TOTAL		418.50	
10550121 445330 010004 A-TEC RECYCLING INC	190515-49846	0	Other Waste Disposal 2019 12 INV P			
			2019 12 INV P		392.34 061419	228979 FAC/Battery & Light
			ACCOUNT TOTAL		392.34	
10550121 449055 010262 IOWA WORKFORCE DEVEL 133596 010262 IOWA WORKFORCE DEVEL 133597		0	Permitting Fees 2019 12 INV P 2019 12 INV P			
			2019 12 INV P		175.00 062119	229359 Permit Fee
			2019 12 INV P		175.00 062119	229359 permit fee
			ACCOUNT TOTAL		350.00	
			ACCOUNT TOTAL		350.00	
10550121 449160 010627 CINTAS CORPORATION	342134438	0	Other Rentals 2019 12 INV P			
			2019 12 INV P		191.87 061419	228996 FAC/ Cleaning Suppl
			ACCOUNT TOTAL		191.87	
10550121 452040 010627 CINTAS CORPORATION	342134438	0	Sanitation & Indust Supplies 2019 12 INV P			
			2019 12 INV P		163.76 061419	228996 FAC/ Cleaning Suppl
			ACCOUNT TOTAL		163.76	
10550121 466070 011399 ELECTRIC EQUIPMENT S 7753 011399 ELECTRIC EQUIPMENT S 7759		0	Other Maintenance Supplies 2019 12 INV P 2019 12 INV P			
			2019 12 INV P		251.88 062119	11713 FAC/ Lightbulbs
			2019 12 INV P		67.96 062119	11713 FAC/ Light bulbs
			ACCOUNT TOTAL		319.84	
			ACCOUNT TOTAL		319.84	
			ORG 10550121 TOTAL		6,243.81	



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550122 442020 10550122 SCHUMACHER ELEVATOR 010823	90466090	0	2019 12 INV P	188.50 060719	11562	Elevator Maintenanc
10550122 449055 010262 IOWA WORKFORCE DEVEL	133593	0	2019 12 INV P	175.00 062119	229359	Permit fee
10550140 432060 10550140 ENCOMPASS IOWA LLC 010525	9247	0	2019 12 INV P	925.00 061419	11619	IT/IT Essentials -
10550140 438140 011937 AUREON COMMUNICATION	0789007015.2019.06	0	2019 12 INV P	300.00 062119	229286	Internet Services
10550140 444100 012971 SEN SOURCE	41681	0	2019 12 INV P	480.00 062119	229408	IT/ Annual Renewal
10550151 432080 10550151 LIEWER, THERESA R 015324	51819	0	2019 12 INV P	50.00 060719	228898	AD/ Genealogy Day H
015345 CEDAR AMATEUR ASTRON	60819SRP	0	2019 12 INV P	244.00 062819	229916	AD/Eastern Iowa Obs
10550151 445140 010050 TRU ART 010050 TRU ART	103631011SRP 103776011SRP	0 0	2019 12 INV P 2019 12 INV P	310.00 060719 24.37 060719	228947 228947	AD/ 2000 SRP Game C CHAD/ 2,000 SRP Pr
10550151 469370 010509 BAKER & TAYLOR INC C 010509 BAKER & TAYLOR INC C	2034561501 2034588297	0 0	2019 12 INV P 2019 12 INV P	21.84 061419 14.97 062819	228986 229909	LIBRARY MATERIALS LIBRARY MATERIALS

ACCOUNT TOTAL

334.37

Paper Products  
2019 12 INV P

21.84 061419

228986 LIBRARY MATERIALS  
229909 LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550152 10550152 432080 012334 PUBLIC SPACE ONE	Lib Public Services - Children Other Professional Services	0	ACCOUNT TOTAL  ORG 10550151 TOTAL	36.81  36.81  665.18		
014753 BP CREATIVE ENTERPRI	000023	0	2019 12 INV P	35.00 060719	228920 CHI/ Try It Out Fri	
014935 SCIENCE CENTER OF IO	61319SRP	0	2019 12 INV P	150.00 060719	228852 CHI/Mother's Day Ar	
015342 OSMAN, MIKAYLA	71119SRP	0	2019 12 INV P	450.00 062819	230046 CHI/ SRP Outer Spac	
	ACCOUNT TOTAL			275.00 062819	230024 CHI/ SRP Children's	
				910.00		
10550152 445140 010050 TRU ART 010050 TRU ART 010050 TRU ART	Outside Printing	0	2019 12 INV P 2019 12 INV P 2019 12 INV P	777.70 060719 1,645.00 060719 170.63 060719	228947 CHI/ 3,850 Children 228947 CHI/ 2,500 Children 228947 CHIAD/ 2,000 SRP Pr	
				2,593.33		
010373 PIP PRINTING	100440	0	2019 12 INV P	181.13 060719	11553 CHI/ 10 Children's	
010983 ID LABEL INC	0125530-IN	0	2019 12 INV P	2,853.70 062119	229346 CHI/ 10,000 Library	
	ACCOUNT TOTAL			5,628.16		
10550152 449280 015335 IOWA WESTERN COMMUNI	Misc Services & Charges	0	2019 12 INV P	500.00 062119	229358 CHI/ 2 SRP AmericCor	
	ACCOUNT TOTAL			500.00		
10550152 469320 010125 BLICK ART MATERIALS	Miscellaneous Supplies	0	2019 12 INV P	6.50 060719	228851 CHI/ Craft Supplies	
	ACCOUNT TOTAL			6.50		
	ORG 10550152 TOTAL			7,044.66		
10550159 435055 010468 U S POST OFFICE ACCT	Lib Public Svcs-Comm Access Mail & Delivery	0	2019 12 INV P	4,538.34 060719	228950 Bulk mail reimburse	
	ACCOUNT TOTAL			4,538.34		
10550159 445140 010050 TRU ART	Outside Printing	0	2019 12 INV P	5,536.57 061419	229117 CAS/ 55,756 Summer	



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010373 PIP PRINTING	100448	0	2019 12	INV	P	52.88 060719	11553	CAS/Fine Free Bookm
010373 PIP PRINTING	100450SRP	0	2019 12	INV	P	19.75 060719	11553	CAS/ 28 SRP Bus Pos
010373 PIP PRINTING	100650	0	2019 12	INV	P	35.35 062819	11992	CAS/ 1,000 Free Day
010373 PIP PRINTING	100652	0	2019 12	INV	P	114.60 062819	11992	CAS/ 7,000 Ride & R
						222.58		
	ACCOUNT TOTAL					5,759.15		
	ORG 10550159 TOTAL					10,297.49		
10550160 445270	Library Collection Services							
10550160 445270	Library Material Rm Services							
010509 BAKER & TAYLOR INC C 200055052019V	2019 12 INV P	0	2019 12	INV	P	1,640.63 062119	229289	LIBRARY MATERIALS
011068 OVERDRIVE INC	MR0137019104683	0	2019 12	INV	P	422.00 061419	229076	LIBRARY MATERIALS
	ACCOUNT TOTAL					2,062.63		
10550160 445290	Book Binding							
010535 HOUCHEN BINDERY LTD 242965	2019 12 INV P	0	2019 12	INV	P	72.90 061419	229021	LIBRARY MATERIALS
	ACCOUNT TOTAL					72.90		
10550160 469110	Misc Processing Supplies							
010509 BAKER & TAYLOR INC C H622931DM	2019 12 INV P	0	2019 12	INV	P	525.80 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H623772DM	2019 12 INV P	0	2019 12	INV	P	724.17 062819	229910	LIBRARY MATERIALS
						1,249.97		
010546 MIDWEST TAPE	97474937	0	2019 12	INV	P	134.40 061419	229050	LIBRARY MATERIALS
	ACCOUNT TOTAL					1,384.37		
	ORG 10550160 TOTAL					3,519.90		
10550210 477020	Library Children's Materials							
010509 BAKER & TAYLOR INC C 2034515815	2019 12 INV P	0	2019 12	INV	P	122.97 061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034539554	2019 12 INV P	0	2019 12	INV	P	337.14 060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034541769	2019 12 INV P	0	2019 12	INV	P	21.56 061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034543808	2019 12 INV P	0	2019 12	INV	P	65.57 061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034546269	2019 12 INV P	0	2019 12	INV	P	217.00 060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034547565	2019 12 INV P	0	2019 12	INV	P	511.45 060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034547723	2019 12 INV P	0	2019 12	INV	P	28.47 060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034550250	2019 12 INV P	0	2019 12	INV	P	18.90 061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034553065	2019 12 INV P	0	2019 12	INV	P	21.36 060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034553103	2019 12 INV P	0	2019 12	INV	P	277.46 060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 20345561501	2019 12 INV P	0	2019 12	INV	P	132.42 061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034574356	2019 12 INV P	0	2019 12	INV	P	602.06 061419	228986	LIBRARY MATERIALS
						17.25 062119	229289	LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C H34238710		0	2019 12 INV P	16.66 060719	228846	LIBRARY MATERIALS
				2,390.27		
010536 INGRAM LIBRARY SERV 40143604		0	2019 12 INV P	125.20 061419	229025	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV 40180948		0	2019 12 INV P	15.51 061419	229025	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV 40262366		0	2019 12 INV P	10.34 061419	229025	LIBRARY MATERIALS
				151.05		
013692 MULTICULTURAL BOOKS 19-0377B		0	2019 12 INV P	209.77 061419	229069	LIBRARY MATERIALS
				2,751.09		
10550210 477030						
010509 BAKER & TAYLOR INC C 2034546269		0	Books (Uncataloged)			
			2019 12 INV P	34.10 060719	228845	LIBRARY MATERIALS
			ACCOUNT TOTAL	34.10		
10550210 477070						
011068 OVERDRIVE INC 01370C019102863		0	Downloadable-eBooks			
			2019 12 INV P	17.95 061419	229076	LIBRARY MATERIALS
			ACCOUNT TOTAL	17.95		
10550210 477100						
010546 MIDWEST TAPE 97449223		0	Fiction Audio-CD			
			2019 12 INV P	24.99 061419	229050	LIBRARY MATERIALS
			ACCOUNT TOTAL	24.99		
10550210 477110						
010509 BAKER & TAYLOR INC C H34886250		0	MUSIC-CD			
010509 BAKER & TAYLOR INC C H34938830		0	2019 12 INV P	16.14 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H35684800		0	2019 12 INV P	19.08 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H35694930		0	2019 12 INV P	9.54 061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H35694940		0	2019 12 INV P	29.37 061419	228987	LIBRARY MATERIALS
				12.48 061419	228987	LIBRARY MATERIALS
				86.61		
010546 MIDWEST TAPE 97387529		0	2019 12 INV P	32.23 060719	228904	LIBRARY MATERIALS
			ACCOUNT TOTAL	118.84		
10550210 477120						
010536 INGRAM LIBRARY SERV 40096030		0	Other Audio-CD			
010536 INGRAM LIBRARY SERV 40180948		0	2019 12 INV P	10.97 061419	229025	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV 40531217		0	2019 12 INV P	17.22 061419	229025	LIBRARY MATERIALS
				72.40 062819	229966	LIBRARY MATERIALS
				100.59		
			ACCOUNT TOTAL	100.59		
10550210 477160						
			Video Recordings			
				100.59		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C H34238710	2019 12 INV P	0	2019 12	INV P	364.26	060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H34522030	2019 12 INV P	0	2019 12	INV P	9.41	060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H34597450	2019 12 INV P	0	2019 12	INV P	31.88	060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H34863590	2019 12 INV P	0	2019 12	INV P	10.14	060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H34903650	2019 12 INV P	0	2019 12	INV P	42.72	060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H34972800	2019 12 INV P	0	2019 12	INV P	152.12	060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H35154280	2019 12 INV P	0	2019 12	INV P	38.36	061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H35445460	2019 12 INV P	0	2019 12	INV P	10.86	061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H35637910	2019 12 INV P	0	2019 12	INV P	16.66	061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H35684840	2019 12 INV P	0	2019 12	INV P	5.07	061419	228987	LIBRARY MATERIALS
					681.52			
010546 MIDWEST TAPE	97392639	0	2019 12	INV P	93.69	060719	228904	LIBRARY MATERIALS
010546 MIDWEST TAPE	97420598	0	2019 12	INV P	72.71	060719	228904	LIBRARY MATERIALS
010546 MIDWEST TAPE	97449533	0	2019 12	INV P	100.44	061419	229050	LIBRARY MATERIALS
					266.84			
ACCOUNT TOTAL					948.36			
ORG 10550210 TOTAL					3,995.92			
Library Adult Materials								
10550220 477020	Books (Cat/Cir)							
010509 BAKER & TAYLOR INC C 2034515815	2019 12 INV P	0	2019 12	INV P	684.45	061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034533379	2019 12 INV P	0	2019 12	INV P	61.08	060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034539554	2019 12 INV P	0	2019 12	INV P	1,363.42	060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034543808	2019 12 INV P	0	2019 12	INV P	1,253.06	061419	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034546269	2019 12 INV P	0	2019 12	INV P	944.35	060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034548945	2019 12 INV P	0	2019 12	INV P	367.03	062119	229289	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034550334	2019 12 INV P	0	2019 12	INV P	152.10	060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034550338	2019 12 INV P	0	2019 12	INV P	891.06	060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034550390	2019 12 INV P	0	2019 12	INV P	115.19	060719	228845	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034556165	2019 12 INV P	0	2019 12	INV P	99.59	061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034556238	2019 12 INV P	0	2019 12	INV P	269.17	061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034560085	2019 12 INV P	0	2019 12	INV P	129.31	061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034561501	2019 12 INV P	0	2019 12	INV P	2,229.41	061419	228986	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034582459	2019 12 INV P	0	2019 12	INV P	756.34	062819	229909	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034594712	2019 12 INV P	0	2019 12	INV P	28.74	062819	229909	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034596104	2019 12 INV P	0	2019 12	INV P	1,862.73	062819	229909	LIBRARY MATERIALS
					11,207.03			
010519 BRODART CO	B5607200	0	2019 12	INV P	211.94	061419	11600	LIBRARY MATERIALS
010519 BRODART CO	B5629540	0	2019 12	CRM P	-59.34	061419	11600	LIBRARY MATERIALS
					152.60			
010531 GALE GROUP	67116483	0	2019 12	INV P	48.73	061419	229011	LIBRARY MATERIALS
010531 GALE GROUP	67136674	0	2019 12	INV P	28.79	061419	229011	LIBRARY MATERIALS
010531 GALE GROUP	67162428	0	2019 12	INV P	171.14	061419	229011	LIBRARY MATERIALS

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CITY OF IOWA CITY  
Library Disbursements June 1 to June 30, 2019



ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
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010536 INGRAM LIBRARY SERV	40096030	0	2019 12	INV	P	14.24	061419	229025 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV	40143604	0	2019 12	INV	P	23.00	061419	229025 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV	40180948	0	2019 12	INV	P	34.14	061419	229025 LIBRARY MATERIALS

248.66  
71.38

ACCOUNT TOTAL 11,679.67

10550220 477070	Downloadable-eBooks	2,937.33
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011068 OVERDRIVE INC	01370C019098763	0	2019 12	INV	P	60.00	060719	228911 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C019099991	0	2019 12	INV	P	1,198.56	061419	229076 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C019099993	0	2019 12	INV	P	298.93	061419	229076 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C019102136	0	2019 12	INV	P	429.93	061419	229076 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C019102137	0	2019 12	INV	P	96.93	061419	229076 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C019103069	0	2019 12	INV	P	1.99	061419	229076 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C019096957	0	2019 12	INV	P	680.99	060719	228911 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19100562	0	2019 12	INV	P	120.00	061419	229076 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19102344	0	2019 12	INV	P	50.00	061419	229076 LIBRARY MATERIALS

ACCOUNT TOTAL 2,937.33  
Fiction Audio-CD 2,937.33

10550220	477100																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
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93.75

ACCOUNT TOTAL 133.75

10550220 477110	Music-CD	292.28
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010509 BAKER & TAYLOR INC	C H34886250	0	2019 12	INV	P	292.28	060719	228846 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34886260	0	2019 12	INV	P	99.85	060719	228846 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34931130	0	2019 12	INV	P	9.54	060719	228846 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34938830	0	2019 12	INV	P	71.21	060719	228846 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35121590	0	2019 12	INV	P	27.16	060719	228846 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35154220	0	2019 12	INV	P	9.54	060719	228846 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35352050	0	2019 12	INV	P	30.10	060719	228846 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35462220	0	2019 12	INV	P	16.15	061419	228887 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35684800	0	2019 12	INV	P	13.95	061419	228987 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35694930	0	2019 12	INV	P	35.97	061419	228987 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35694940	0	2019 12	INV	P	39.64	061419	228987 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35898700	0	2019 12	INV	P	9.54	062119	229290 LIBRARY MATERIALS

654.93

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CITY OF IOWA CITY  
Library Disbursements June 1 to June 30, 2019

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010546 MIDWEST TAPE	97387529	0	2019 12	INV	P	10.49 060719	228904	LIBRARY MATERIALS
010546 MIDWEST TAPE	97421815	0	2019 12	INV	P	9.74 060719	228904	LIBRARY MATERIALS
						20.23		
						675.16		
10550220 477160								
010509 BAKER & TAYLOR INC	C H34238710	0	2019 12	INV	P	194.10 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34522030	0	2019 12	INV	P	26.81 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34597450	0	2019 12	INV	P	207.00 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34748750	0	2019 12	INV	P	28.96 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34863590	0	2019 12	INV	P	225.90 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34903650	0	2019 12	INV	P	273.15 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34972800	0	2019 12	INV	P	101.44 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35010620	0	2019 12	INV	P	24.64 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35079870	0	2019 12	INV	P	211.48 061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35154280	0	2019 12	INV	P	59.37 061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H3523730	0	2019 12	INV	P	193.39 061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35445460	0	2019 12	INV	P	243.99 061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35637910	0	2019 12	INV	P	309.94 061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35684840	0	2019 12	INV	P	35.50 061419	228987	LIBRARY MATERIALS
						2,135.67		
010546 MIDWEST TAPE	97387721	0	2019 12	INV	P	23.99 060719	228904	LIBRARY MATERIALS
010546 MIDWEST TAPE	97392639	0	2019 12	INV	P	61.46 060719	228904	LIBRARY MATERIALS
010546 MIDWEST TAPE	97420598	0	2019 12	INV	P	92.94 060719	228904	LIBRARY MATERIALS
010546 MIDWEST TAPE	97449533	0	2019 12	INV	P	67.45 061419	229050	LIBRARY MATERIALS
						245.84		
						2,381.51		
10550220 477190								
012823 MNJ TECHNOLOGIES DIR	0003670042	0	2019 12	INV	P	4,777.50 062119	229386	LIBRARY MATERIALS
						4,777.50		
10550220 477210								
010509 BAKER & TAYLOR INC	C H34238710	0	2019 12	INV	P	94.22 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34522030	0	2019 12	INV	P	10.87 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34597450	0	2019 12	INV	P	49.98 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H34663600	0	2019 12	INV	P	14.49 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35010620	0	2019 12	INV	P	19.56 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35068360	0	2019 12	INV	P	21.74 060719	228846	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35283730	0	2019 12	INV	P	18.09 061419	228987	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H35445460	0	2019 12	INV	P	262.33 061419	228987	LIBRARY MATERIALS
						491.28		

Non-Fiction Video-DVD

ACCOUNT TOTAL

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ACCOUNT TOTAL

ACCOUNT TOTAL



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CITY OF IOWA CITY  
Library Disbursements June 1 to June 30, 2019

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550220 477220	INGRAM LIBRARY SERV	40096030	0			
			Multi-Media/Gaming			
			2019 12 INV P	208.94	061419	229025 LIBRARY MATERIALS
			ACCOUNT TOTAL	208.94		
10550220 477230	BLACKSTONE AUDIOBOOK	1114801	0			
010518 BLACKSTONE AUDIOBOOK	1116748	0	Non-Fiction Audio-CD			
			2019 12 INV P	32.49	060719	11518 LIBRARY MATERIALS
			2019 12 INV P	40.00	060719	11518 LIBRARY MATERIALS
				72.49		
010546 MIDWEST TAPE	97387722	0	2019 12 INV P	28.99	060719	228904 LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	76232883	0	2019 12 INV P	34.19	061419	11652 LIBRARY MATERIALS
			ACCOUNT TOTAL	135.67		
10550220 477250	OVERDRIVE INC	01370C019098764	0			
011068 OVERDRIVE INC	01370C019099992	0	Downloadable Media			
			2019 12 INV P	54.99	060719	228911 LIBRARY MATERIALS
			2019 12 INV P	245.95	061419	229076 LIBRARY MATERIALS
			2019 12 INV P	524.80	061419	229076 LIBRARY MATERIALS
			2019 12 INV P	595.45	060719	228911 LIBRARY MATERIALS
			2019 12 INV P	95.00	060719	228911 LIBRARY MATERIALS
			2019 12 INV P	149.93	061419	229076 LIBRARY MATERIALS
				1,666.12		
015034 KANOPY INC	157573	0	2019 12 INV P	1,770.00	061419	229037 LIBRARY MATERIALS
			ACCOUNT TOTAL	3,436.12		
10550220 477330	PROGRESSIVE POPULIST PPFY19	0	Print/Reference Serials			
			2019 12 INV P	41.95	060719	228919 PP SUBSCRIPTION RENE
			ACCOUNT TOTAL	41.95		
10550220 477350	NEWSPAPER ARCHIVE IN	102071	0			
			Online Reference			
			2019 12 INV P	1,931.00	061419	229072 LIBRARY MATERIALS
			ACCOUNT TOTAL	1,931.00		
			ORG 10550220 TOTAL	28,829.88		
			TOTAL:	64,820.00		

Wesley Beary, President

John Beasley, Secretary