

IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240

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

BOARD OF TRUSTEES

AGENDA

5:00 pm – 2nd floor Board Room

September 27, 2018

Robin Paetzold, President

Diane Baker

Wesley Beary

John Beasley

Kellee Forkenbrock

Janet Freeman, Secretary

Carol Kirsch, Vice-President

Jay Semel

Monique Washington

1. Call Meeting to Order.

2. Public Discussion.

3. Approval of Minutes.

- A. Approve Regular Minutes of Library Board of Trustees August 23, 2018 meeting.

4. Items to be discussed.

- A. FY18 Financial Reports.

Comment: Financial reports for FY18 are now available.

- B. FY20 Budget Request.

Comment: The FY20 operating budget request will be discussed.

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.

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

7. Announcements from Members.

8. Committee Reports.

- A. Foundation Members.
- B. Director Search Committee.

9. Communications.

10. Disbursements.

- A. Review MasterCard Expenditures for August, 2018.
- B. Approve Disbursements for August, 2018.

11. Set Agenda Order for October Meeting.

12. Adjournment.

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**Iowa City Public Library
Meeting Agendas and Other Significant Events**

SEPTEMBER 27, 2018	OCTOBER 25, 2018	NOVEMBER 15, 2018
Budget Discussion Departmental Reports: AS, CAS OTHER: Board Dinner: 9/27	Budget Discussion Review 1 st Quarter Statistics and Financials Departmental Reports: CH, CLS, IT OTHER: Gallery Walk, 10/5 Final Library Director Interviews, 10/29-30	Departmental Reports: AS, CAS Policy Review: 103: Membership in Community & Professional Organizations
DECEMBER 20, 2018	JANUARY 24, 2019	FEBRUARY 28, 2019
State Accreditation Policy Review: 401: Finance Departmental Reports: CH, CLS, IT OTHER: Arts & Crafts Bazaar, 12/8 Inservive Day, 12/14	6 month Strategic Planning Update Policy Review: 505: Volunteers Review 2 nd Quarter Goals/Statistics and Financials Departmental Reports: AS, CAS	Appoint Nominating Committee Policy Review: 813: Unattended Children Set Calendar for Next Fiscal Year Departmental Reports: CH, CLS, IT
MARCH 28, 2019	APRIL 25, 2019	MAY 23, 2019
Appoint Committee to Evaluate Director Policy Review: 703: Cable Television Channel Programming Policy Review: 814: Copyright Departmental Reports: AS, CAS	President Appoints to Foundation Board Policy Review: 817: Alcohol in the Library Review 3 rd Quarter Statistics and Financials Election of Officers Departmental Reports: CH, CLS, IT	Departmental Reports: AS, CAS Policy Review: 101: Bylaws
JUNE 27, 2019	JULY 25, 2019	AUGUST 22, 2019
Director Evaluation Develop Ideas for Board Annual Report Departmental Reports: CH, CLS, IT	Review Board Annual Report Adopt NOBU Budget Strategic Planning Update Departmental Reports: AS, CAS OTHER:	Review Annual Staff Report Review 4 th Quarter Statistics and Financials Departmental Reports: CH, CLS, IT



BOARD OF TRUSTEES

Minutes of the Regular Meeting

August 23, 2018

DRAFT

Members Present: Diane Baker, Wesley Beary, John Beasley (in at 5:07 pm), Janet Freeman (by phone), Carol Kirsch, Robin Paetzold, Jay Semel.

Members Absent: Kellee Forkenbrock, Monique Washington

Staff Present: Maeve Clark, Susan Craig, Melody Dworak, Kara Logsden, Anne Mangano, Patty McCarthy, Elyse Miller, Brent Palmer, Jason Paulios, Angela Pilkington.

Guests Present: RL Birla.

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

Public Discussion: President Paetzold introduced Wesley Beary, our newest Board member who was appointed to fill Adam Ingersoll's position. Beary introduced himself. Board members went around the table and introduced themselves.

Approval of Minutes.

The minutes of the July 26, 2018 Regular Meeting of the Library Board of Trustees were reviewed. A motion to approve the Regular Minutes was made by Baker and seconded by Semel. Motion carried 6/0.

Items for Discussion/Action.

Library Annual Report. The annual report reflects the activities of the library for FY18. The Library Board's FY18 annual report was discussed and approved at the July meeting. Craig said this year has been good and busy and she believes we will once again be the busiest public library in Iowa this year. Semel asked if there are ways to determine the health of a library through its annual report. Craig said she sees the annual report as an historical record. She said a person could look at ten years of annual reports to get a sense of the success or health of a library. Paetzold said the Kanopy numbers surprised her. Mangano said usage is more than we expected.

Amend FY19 Strategic Plan. An amended FY19 Strategic Plan to correct the omission of considering changes to channel 20 in the Technology section of the plan presented last month required Board approval. Craig provided a brief history of the library's cable channel. A motion to approve the amended FY19 Strategic Plan was made by Semel and seconded by Kirsch. Motion carried 7/0.

Historical Newspapers. Melody Dworak, Librarian in Collection Services, previewed the digitally archived newspapers, now available online at ICPL. So far, these newspapers have been accessed more than 400 times. Newspapers printed between 1820 to 1929 are included in this digital archive. Dworak said it is a boon for historical resources and researchers and it is free to everyone, everywhere.

Staff Reports.

Director's Report. Craig said the Proclamation for National Library Card Month (September) was presented at both the City Council and the Johnson County Board of Supervisors meetings on 8/21/18. North Library, Coralville, Oxford, and ICPL were represented at the County. Staff are working on the FY20 budget which the Board will see at the September meeting. City Council members are talking about raising the minimum wage for hourly workers; Parks & Recreation and ICPL employ the most hourly workers in the City. The City estimates the increase to \$15.00 per hour would cost almost a million dollars a year. Phasing in the wage change would be different than changing all hourly workers to \$15.00 at the same time. Several City departments applied together for Bicycle Friendly Business status from the League of American Bicyclists and have received that designation.

Departmental Reports:

Children's Services. No comments.

Collection Services. No comments.

IT. No comments.

Development Office Report. McCarthy said the next Eat out to Read fundraising event is September 19 at Hudson's. McCarthy said it was a good year for the Friends Foundation and thanked everyone for their support.

Business Office annual report. No comments.

Facilities Services annual report. No comments.

Spotlight on the Collection. No comments.

Miscellaneous. No comments.

President's Report. President Paetzold announced the Board dinner is postponed until the September meeting date (9/27). Paetzold mentioned the ILA conference and efforts to be more trustee inclusive. Paetzold asked members to consider attending some of the sessions. She said the outstanding trustee of the year award is being revived; nominations are welcome. President Paetzold mentioned the Unconscious Bias training offered by the City on 9/13 from 5:30-7:00 pm, with dinner included. She encouraged others to attend and believes it is useful to explore how decisions are affected by unconscious bias.

Announcements from Members. John Beasley shared that the Beasleys, Washington, and Clark began gardening on land Doug and Linda Paul own where a previous garden had been abandoned. Over the years the space has been transformed with the help of volunteers and on August 4 there was a fundraiser for the Friends Foundation in the garden; dinner was prepared and served using produce from the garden. Twenty-four reservations brought in \$1,800.

Committee Reports.

Foundation Members. No meeting. Meet next week.

Director Search Committee. Paetzold has been sending updates. A formal confidentiality document has been prepared for each search committee member to sign. Two staff members, Anne Mangano and Jason Paulios, have been appointed to the Director Search Committee.

Communications. None.

Disbursements.

The MasterCard expenditures for July, 2018 were reviewed. A motion to approve the disbursements for July, 2018 was made by Semel and seconded by Kirsch. Motion carried 7/0.

Set Agenda Order for September Meeting.

Board dinner.

Budget discussion.

A member of the public, R.L. Birla, addressed the Board and has some suggestions for improving revenue and patron involvement in the library. He has also spoken with Stacey McKim.

Adjournment. A motion to adjourn the meeting was made by Baker and seconded by Kirsch. Motion carried 7/0. President Paetzold closed the meeting at 5:52 pm.

Respectfully submitted,
Elyse Miller



FY2018 Receipts and Expenditures by Fund

Source/Account	City	Library Board Controlled Funds										Equipment Replacement and Reserve
		Operating Budget 10550110 to 10550220	Interest Account 10550310	Enterprise Fund 10550320	Lost & Damaged 10550330	Open Access 10550340	Direct State Aid 10550350	Gifts & Requests 10550410 to 10550520	Development Office 10550600	Jail Fund 10000000	Total	
Beginning Balance		\$0	\$19,090	\$62,607	\$76,720	\$54,137	\$1,037	\$601,900	-\$3,457	\$2,596	\$814,630	\$231,975
RECEIPTS												
Tax Dollars												
Iowa City		\$4,434,983										
Iowa City Library Levy		\$924,257									\$4,434,983	\$62,422
County Contract		\$489,400									\$924,257	
Other City Contracts		\$68,934								\$4,300	\$493,700	
State/Federal											\$68,934	
Fines/Fees		\$143,358				\$54,071	\$19,754				\$73,825	
Sales		\$2,228		\$15,416	\$16,167						\$159,525	
Interest			\$10,615								\$17,644	
Reimbursements (Incl Taxes)		\$15,884						\$13,983			\$10,615	
Gifts / Grants								\$265,708			\$29,867	
Misc (Includes Bldg Rent)		\$28,500						\$117,938			\$383,646	
Transfers In											\$28,500	
Total		\$6,107,544	\$10,615	\$15,416	\$16,167	\$54,071	\$19,754	\$279,691	\$117,938	\$4,300	\$6,625,496	\$294,397
EXPENDITURES												
Personnel		\$4,572,190				\$30,973		\$26,443	\$118,310		\$4,747,916	
Commodities		\$141,952		\$835				\$28,365	\$147		\$171,299	\$32,611
Services & Charges		\$663,385		\$5,505	\$1,728		\$19,760	\$24,811			\$715,189	
Capital Outlay												
RFID Tags												
Bldg/Furn/Equip												
Library Materials		\$667,595						\$125,714			\$125,714	
Non ICPL Library materials								\$39,564			\$707,159	
Transfers Out		\$62,422						\$7,568		\$4,358	\$11,926	
Total		\$6,107,544	\$0	\$6,340	\$1,728	\$30,973	\$19,760	\$252,465	\$118,457	\$4,358	\$6,541,625	\$32,611
Ending Balance		\$0	\$29,705	\$71,683	\$91,159	\$77,235	\$1,031	\$629,126	-\$3,976	\$2,538	\$898,501	\$261,786

\$898,683

FINAL

FY2018 Reimbursable and Gift Fund Detail

Source/Account	Reimburse 10550410	Designated Gifts 10550420	Undesignated Gifts 10550430	Children's Materials 10550510	Adult Materials 10550520
Beginning Balance	\$55,127	\$7,075	\$531,602	\$5,945	\$1,683
RECEIPTS					
Tax Dollars					
Iowa City					
County Contract					
Other City Contracts					
State/Federal					
Fines/Fees					
Sales					
Interest					
Reimbursements (Incl Taxes)	\$13,983				
Gifts / Grants		\$63,114	\$124,507	\$22,765	\$55,323
Misc (Includes Bldg Rent)					
Transfers In					
Total	\$13,983	\$63,114	\$124,507	\$22,765	\$55,323
EXPENDITURES					
Personnel			\$26,443		
Commodities	\$1,373	\$26,904	\$88		
Services & Charges	\$3,738	\$5,298	\$15,575	\$200	
Capital Outlay					
RFID Tags					
Bldg/Furn/Equip		\$500	\$125,214		
Library Materials			\$2,540	\$11,282	\$25,742
Non ICPL Library materials	\$7,568				
Transfers Out					
Bond Abatement					
Total	\$12,679	\$32,702	\$169,860	\$11,482	\$25,742
Ending Balance	\$56,431	\$37,487	\$486,249	\$17,227	\$31,264



Library Materials Expenditures
FY2014 to FY2018

	FISCAL YEAR 2014		FISCAL YEAR 2015		FISCAL YEAR 2016		FISCAL YEAR 2017		FISCAL YEAR 2018	
	Spent	%	Spent	%	Spent	%	Spent	%	Spent	%
ADULT PRINT										
Books	204,071	30.2%	210,496	29.4%	216,341	30.5%	245,442	33.7%	221,560	31.3%
Standing Orders	11,821	1.7%	8,636	1.2%	0	0.0%	3,612	0.5%	3,769	0.5%
Serials	16,282	2.4%	18,873	2.6%	18,986	2.7%	16,598	2.3%	15,487	2.2%
TOTAL	233,174	34.3%	238,005	33.3%	235,327	33.2%	265,652	36.4%	240,816	34.1%
ADULT ELECTRONIC										
e-Reference	92,322	13.7%	93,995	13.1%	102,484	14.5%	95,375	13.1%	97,736	13.8%
e-Books	59,829	8.8%	67,749	9.5%	64,564	9.1%	70,614	9.7%	65,535	9.3%
e-Serials	9,557	1.4%	10,752	1.5%	12,766	1.8%	6,564	0.9%	7,868	1.1%
e-Audio	34,727	5.1%	42,070	5.9%	47,535	6.7%	47,298	6.5%	62,444	8.8%
e-Movies									1,930	0.3%
e-Music	1,950	0.3%	8,600	1.2%	6,055	0.9%	450	0.1%	1,050	0.1%
TOTAL	198,385	29.3%	223,166	31.2%	233,404	32.9%	220,301	30.2%	236,563	33.5%
ADULT AUDIOVISUAL										
Music CD's	20,243	3.0%	17,960	2.5%	14,373	2.0%	11,121	1.5%	9,440	1.3%
Spoken Word - CD's	33,521	5.0%	26,106	3.7%	28,944	4.1%	25,076	3.4%	19,909	2.8%
Art	4,793	0.7%	4,544	0.6%	4,735	0.7%	1,747	0.2%	4,525	0.6%
DVD	57,281	8.5%	65,329	9.1%	55,920	7.9%	61,477	8.4%	54,694	7.7%
Gaming	6,812	1.0%	6,953	1.0%	7,935	1.1%	5,517	0.8%	6,501	0.9%
Equipment	1,870	0.3%	1,066	0.1%	7,992	1.1%	4,240	0.6%	6,527	0.9%
TOTAL	124,520	18.4%	121,958	17.1%	119,899	16.9%	109,178	15.0%	101,596	14.4%
CHILDREN'S PRINT										
Books	80,865	12.0%	84,791	11.9%	92,254	13.0%	102,666	14.1%	94,510	13.4%
Serials	1,041	0.2%	822	0.1%	712	0.1%	572	0.1%	600	0.1%
TOTAL	81,906	12.1%	85,613	12.0%	92,966	13.1%	103,238	14.2%	95,110	13.4%
CHILDREN'S ELECTRONICS										
e-Reference	4,404	0.7%	4,134	0.6%	599	0.1%	943	0.1%	2,203	0.3%
e-Books	6,396	0.9%	7,900	1.1%	7,102	1.0%	6,200	0.9%	6,770	1.0%
e-Audio	2,473	0.4%	2,512	0.4%	2,682	0.4%	2,268	0.3%	3,338	0.5%
e-Serials									536	0.1%
e-Misc (Apps)									218	0.0%
TOTAL	13,273	2.0%	467	0.1%	160	0.0%	54	0.0%	13,065	1.8%
CHILDREN'S AUDIOVISUAL										
Music	2,012	0.3%	1,591	0.2%	463	0.1%	806	0.1%	1,115	0.2%
Spoken Word - CD's	4,327	0.6%	5,482	0.8%	3,681	0.5%	2,820	0.4%	2,799	0.4%
DVD	12,846	1.9%	14,908	2.1%	8,921	1.3%	12,308	1.7%	11,943	1.7%
Toys & Book/CD	5,145	0.8%	7,813	1.1%	2,188	0.3%	4,192	0.6%	3,411	0.5%
Multimedia/Gaming	1,696	0.3%	1,628	0.2%	1,161	0.2%	908	0.1%	741	0.1%
TOTAL	26,026	3.8%	31,422	4.4%	16,414	2.3%	21,034	2.9%	20,009	2.8%
TOTAL CHILDREN'S	121,205	17.9%	132,048	18.5%	119,923	16.9%	133,737	18.3%	128,184	18.1%
OPERATING BUDGET	659,600	97.5%	650,421	90.9%	650,212	91.8%	661,010	90.7%	667,595	94.4%
ENDOWMENT and GIFTS	16,684	2.5%	64,756	9.1%	58,341	8.2%	67,858	9.3%	39,564	5.6%
Special Funds	0	0.0%	0	0.0%		0.0%		0.0%		0.0%
GRAND TOTAL	\$676,284	100%	\$715,177	100%	\$708,553	100%	\$728,868	100%	\$707,159	100%

Statement of Financial Position

Assets

Cash
Pledges Receivable
Investments
Life Insurance Policies
Total Assets

Liabilities and Net Assets

Liabilities, deferred benefit of life insurance
Net Assets

Unrestricted
Temporarily Restricted
Permanently Restricted
Total Net Assets
Total Liabilities and Net Assets

Statement of Activities

Gifts, Revenue, and Gains

Contributions & Special Events
Book End Store Sales
Gifts & Bequests (Passthrough)
Interest/Dividends
Net appreciation (depreciation) of investments
New Pledges (Write Offs)
Transfers
Total Gifts, Revenue and Gains

Library Grants and Expenses

Grants to Library Materials & Programs
Grants to Library Passthrough
Grants to Library-BBS Payment to City
Fundraising Expenses
Book End Store Expenses
Administrative Expenses
Transfers
Total Library Grants and Expenses

Change in Net Assets from Operations

Transfer RNH Building Fund Cash Balance
Change in Net Assets after Transfer

Net Assets – Beginning of Year July 1, 2017

Net Assets – End of Year June 30, 2018

Iowa City Public Library Friends Foundation

Summary Financial Statements

As of and for the year ended June 30, 2018
(amounts rounded to the nearest dollar)

June 30, 2018

\$ 101,920
0
1,480,310
203,244
\$ 1,795,474

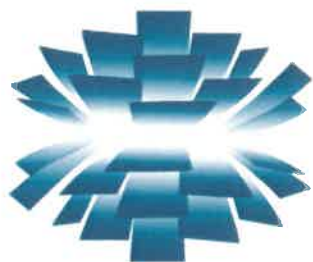
\$ 203,244

404,281
196,073
991,876
0
\$ 1,795,474

	Total	Unrestricted	Temporarily Restricted	Permanently Restricted
\$	177,784	\$ 174,484	\$ 1,300	\$ 2,000
	32,108	32,108		
	117,431	117,431		
	19,249	4,006	2,547	12,697
	96,050	19,319	12,804	63,927
	(4,967)		(4,967)	
	35,406	35,406		
\$	473,060	\$ 382,753	\$ 11,683	\$ 78,624

\$	121,465	\$ 114,500	\$ 6,965	
	117,431	117,431		
	10,000		10,000	
	98,107	98,107		
	897	897		
	38,078	38,078		
	35,406			
\$	421,383	\$ 369,013	\$ 16,965	\$ 35,406

	51,676	13,741	(5,282)	43,218
		101,621	(101,621)	
	51,677	115,361	(106,902)	43,218
\$	1,640,653	288,919	302,976	948,658
\$	1,592,230	\$ 404,281	\$ 196,073	\$ 991,876



IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240

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

TO: Library Board

FROM: Susan Craig, Library Director

DATE: September 19, 2018

RE: FY20 Budget Request

Before looking at the budget proposal, it is helpful to start with the financial reports from the year just ended and those are included elsewhere in the board packet. The FY18 Receipts and Expenditures by Fund is the basic budget overview. The "City" column is the "operating" budget. This is the annual budget funded primarily by the eight ten levy, City property tax dollars. Funds do not carry over at the end of the year. The other accounts are all board controlled funds. Receipts are noted at the top for each account, by source, and expenditures are at the bottom.

It can be confusing, but there are capital improvements project funds in both the operating budget (the library collection, small projects of less than \$25,000) and there is a City Capital Improvements Project (CIP) fund through which larger projects are funded by selling debt in the form of bonds that are then repaid over time (the computer lab project, HVAC replacement).

For your review I have attached:

- Operating budget in brief summary showing several years of expenditures and FY19 budget as well as the request for FY20. FY20 numbers reflect City projections with modifications where I felt they were needed. The City has not yet projected personnel numbers which are based on current employees, projected salary increases, and benefit costs. I have projected an increase in Temporary (hourly) wages which is discussed in the summary sheet. It should be noted that for the areas of Supplies and Services, it shows increases of 8.2% and 5.9% over the FY19 budget. However, comparing the request to what was actually spent in FY18, there is a decrease of 2% in Supplies and only a 1% increase in Services.

- A summary of significant projects.
- Individual project sheets for the operating budget CIP requests.
- Capital Improvements Project budget request.
- A summary of anticipated FY20 NOBU expenses (you approve a more specific and final version of the NOBU budget in July each year).

Budget Timeline:

- **September**
Review and approve budget request to be submitted to the City
- **October**
Staff enters data into City system.
- **November**
Director meets with City Manager, Assistant City Manager, Finance Director and other Finance Department staff to discuss budget request.
- **December**
City Manager's FY19 budget recommendations are sent to the City Council, typically late in the month.
- **January**
City Council reviews manager's recommendations, hears presentations from department heads.
- **March**
FY19 budget approved by Council, sent to State.
- **July**
FY19 NOBU budget approved by Board.

FY20 BUDGET IN BRIEF: September 27th, 2018

		FY14 ACTUAL	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 BUDGET	FY20 PROPOSED	Compare with FY19 Budget	COMMENTS
PERSONNEL										
411000	Permanent Full Time	2,156,849	2,185,292	2,224,016	2,364,008	2,501,612	2,584,540		0.00%	No estimate yet.
412000	Perm Part Time	370,399	427,678	438,144	446,532	422,932	432,189		0.00%	No estimate yet.
413000	Temporary	403,263	427,062	448,741	484,912	471,219	505,865	550,000	8.72%	City sets new minimum wage.
414100	Overtime	66,166	69,674	67,174	68,778	71,689	70,564		0.00%	No estimate yet.
414300 & 414400	Termination	14,556	8,250	6,366	2,862	10,157			0.00%	No estimate yet.
414500	Longevity	18,619	17,123	17,786	17,759	19,178	22,695		0.00%	No estimate yet.
421100 to 424800	Benefits	897,632	957,286	937,584	1,031,511	1,075,403	1,142,577		0.00%	No estimate yet.
Total Personnel		3,927,884	4,092,365	4,139,811	4,416,362	4,572,190	4,758,430		0.00%	

SUPPLIES										
452010	Office Supplies/Printing/Graphics/Paper	8,756	11,744	8,261	7,536	7,749	7,089	7,750	9.32%	
452030	Minor Equip & Furniture	21,731	8,514	12,913	13,138	0	0		0.00%	Combined w/ 469190 in FY19
452040	Sanitation Supplies	17,300	18,016	19,555	20,248	18,634	20,644	19,043	-7.76%	
452050	Photo Supplies	1,457	667	686	643	451	656	461	-29.73%	
454020	Subscriptions	480	480	480	480	528	489	540	10.43%	
455110 & 455120	Misc Computer Software & hardware	65,093	45,656	48,271	36,369	42,276	38,946	42,276	8.55%	
463040, & 465020	Sewer & Ice Control Chemicals/ Gasoline	3,456	1,645	2,149	1,563	2,376	1,641	2,466	50.27%	
466030 to 466070	Building Repair Supplies	11,023	9,636	7,295	6,525	6,496	6,164	6,638	7.69%	
467020	Equip repair/maint supply	473	115	1,007	0	0			0.00%	
469110	Misc processing supply	26,057	29,138	24,929	27,020	25,813	27,549	26,380	-4.24%	
469190	Minor Equip & Furniture	0	0	0	0	18,995	5,000	15,000	200.00%	Combined w/ 452030 in FY19
469200 to 469370	Misc Commodities	23,963	17,755	22,580	18,073	18,634	20,376	18,561	-8.91%	
Total Supplies		179,789	143,366	148,126	131,595	141,952	128,554	139,115	8.22%	

FY20 BUDGET IN BRIEF: September 27th, 2018

CHARGES & SERVICES		FY14 ACTUAL	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 BUDGET	FY20 PROPOSED	Compare with FY19 Budget	COMMENTS
432030	Financial Svc / Charges	5,576	5,103	7,876	7,295	4,553	8,200	4,654	-43.24%	Credit card fees.
432060 to 432080	Consultants, other	27,844	23,218	24,138	27,317	29,685	36,500	30,000	-17.81%	
435010	Data Processing	14,000	20,300	15,750	21,022	42,169	21,413	22,790	6.43%	FY18 one time expense originally budgeted in 444080
435055 & 446320	Mail & Delivery	28,705	40,614	44,247	54,181	43,819	56,474	47,602	-15.71%	
435059 & 435060	Advertising/ Legal Pub	8,130	6,186	8,496	5,003	4,496	5,102	4,595	-9.94%	
436030 to 436090	Training & Education	18,241	11,283	14,839	13,713	15,627	13,000	14,000	7.69%	
438030 & 438070	Gas/Electric	147,493	115,509	105,188	107,838	128,651	114,019	131,474	15.31%	
438100 & 445330	Refuse/ Landfill / other waste disposal	1,380	2,180	1,991	1,655	2,371	1,688	2,423	43.54%	
438110 to 438130	Long Distance / Cell Phones	2,808	2,847	3,019	2,871	3,096	2,902	3,164	9.03%	
438140	Internet	17,373	16,205	15,637	13,789	16,019	18,000	18,000	0.00%	
442010 to 442070	Bldg. Repair & Maint	74,687	97,750	70,335	95,019	96,768	91,035	97,608	7.22%	
443020	Equip Repair & Maint	1,985	2,419	2,662	3,055	3,292	2,645	3,364	27.18%	
444010 to 444120	IT Repair & Maintenance	149,623	111,800	131,390	146,419	137,840	134,335	159,000	18.56%	Includes 3 year maintenance on UPS.
445030	Plant Care	804	804	839	804	829	820	847	3.29%	
445140	Printing	43,002	34,612	35,575	34,536	34,199	29,111	34,950	20.06%	
445250	Interlibrary Loan	64	45	168	287	195	293	350	19.45%	
445270 to 445290	Materials processing & maintenance	15,092	16,627	19,542	19,578	7,742	14,561	18,600	27.74%	
446010 & 446200 & 449055	City Chargebacks	622	525	682	681	972	1,560	670	-57.05%	
446220 to 446300	Phone Chargebacks	22,086	23,599	23,682	26,483	25,087	26,772	26,772	0.00%	Awaiting City estimate.
446350	Vehicle Replace Fund	5,690	5,717	5,690	5,690	19,326	21,689	20,293	-6.44%	Bookmobile replacement fund added FY18.
446360, 446370, 446380	City Vehicle Rental, Fuel, R&M	5,173	5,667	4,685	6,197	11,230	19,309	11,907	-38.33%	Bookmobile added FY18.
449030	Property Tax	24,812	16,649	1,549	0	0	0		0.00%	Now paid from rental account.
449060 & 448030	Dues, Membership, Permits, Community Events	3,263	3,646	4,134	4,152	4,389	3,647	4,600	26.13%	
449090 to 449160	Rent / Equipment	8,325	8,135	7,722	8,888	8,285	7,468	6,030	-19.26%	

FY20 BUDGET IN BRIEF: September 27th, 2018

		FY14 ACTUAL	FY15 ACTUAL	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 BUDGET	FY20 PROPOSED	Compare with FY19 Budget	COMMENTS
449260 to 449350	Misc / Park n' Read / Meals	5,584	4,872	5,091	8,560	22,744	3,447	7,516	118.04%	
	Total Charges & Services	632,362	576,312	554,927	615,033	663,384	633,990	671,209	5.87%	
CAPITAL EXPEND										
472010	Bldg. Improvements	12,000	3,995	0	6,843	0	0	28,500	0.00%	Add t-coil hearing augmentation system to public meeting room, replace bin shelving in Children's Room.
474360 to 474420	Operating equipment	17,713	0	0	0	0	10,600	22,400	0.00%	Replace east side bookdrops.
475010	Furniture / Office Equip	0	0	0	0	0	0		0.00%	
476050 to 476130	IT hardware / software	11,614	0	13,903	0	0	0		0.00%	
	Subtotal Equip/Improve	41,327	3,995	13,903	6,843	0	10,600	50,900	0.00%	
490040	GO Bond Abatement	97,536	61,618	40,838	0	0			0.00%	
	Equip Replace Fund	62,422	62,422	62,422	62,422	62,422	62,422	62,422	0.00%	
	Subtotal Transfers	159,958	124,040	103,260	62,422	62,422	62,422	62,422	0.00%	
477020 to 477350	Library Materials	659,600	650,421	650,212	667,176	667,595	674,245	674,245	0.00%	
477380	RFI Tags	12,600	5,875	0	6,000	0	7,000	7,500	7.14%	
	Subtotal Materials	672,200	656,296	650,212	673,176	667,595	681,245	681,745	0.07%	
	TOTAL Capital Expend	873,485	784,331	767,375	742,441	730,017	754,267	795,067	5.41%	
	TOTAL WITHOUT PERSONNEL	1,685,636	1,504,009	1,470,428	1,489,069	1,535,353	1,516,811	1,605,391	5.84%	
	TOTAL BUDGET	5,613,520	5,596,374	5,610,239	5,905,431	6,107,543	6,275,241	1,605,391	-74.42%	

FINAL

FY2018 Reimbursable and Gift Fund Detail

Source/Account	Reimburse 10550410	Designated Gifts 10550420	Undesignated Gifts 10550430	Children's Materials 10550510	Adult Materials 10550520
Beginning Balance	\$55,127	\$7,075	\$531,602	\$5,945	\$1,683
RECEIPTS					
Tax Dollars					
Iowa City					
County Contract					
Other City Contracts					
State/Federal					
Fines/Fees					
Sales					
Interest					
Reimbursements (Incl Taxes)	\$13,983				
Gifts / Grants		\$63,114	\$124,507	\$22,765	\$55,323
Misc (Includes Bldg Rent)					
Transfers In					
Total	\$13,983	\$63,114	\$124,507	\$22,765	\$55,323
EXPENDITURES					
Personnel			\$26,443		
Commodities	\$1,373	\$26,904	\$88		
Services & Charges	\$3,738	\$5,298	\$15,575	\$200	
Capital Outlay					
RFID Tags					
Bldg/Furn/Equip		\$500	\$125,214		
Library Materials			\$2,540	\$11,282	\$25,742
Non ICPL Library materials	\$7,568				
Transfers Out					
Bond Abatement					
Total	\$12,679	\$32,702	\$169,860	\$11,482	\$25,742
Ending Balance	\$56,431	\$37,487	\$486,249	\$17,227	\$31,264

FY20 Proposed Operating Budget – Significant Projects & Highlights

1. Revenue:

When the Bookmobile services were being planned, the Board approved a staff recommendation that no fines be charged on children's materials. Last year the staff considered a proposal to eliminate fines on all materials classified as juvenile or young adult, but did not bring it to the Board over concerns about the budget impact. We feel the time is good to move this proposal ahead to the City. It is proven that fines impact low-income library users the most, and many low-income people do not allow their children to have cards over concern of fines. The Library is one of three City departments participating in a Racial and Socioeconomic Equity Review Toolkit and fines on children's materials is one of the initiatives we feel would have the most impact on advancing equity. We collected \$52,737 in fines on children's materials last year, so that amount would come out of our revenue stream. To help support this initiative, I am recommending that we take a board controlled account, Lost and Damaged, where payments for lost materials are deposited, and use that income to replace part of the fine revenue. The amount collected in FY18 for lost and damaged materials is \$16,167. The net impact on revenue would be a negative impact of \$36,570.

2. Personnel

Temporary/hourly staff funding.

It is a City Council priority to raise the "minimum wage" for City employees to \$15.00 an hour over the next three budget years (FY20, 21, 22). They have decided to raise the lowest wage any City employee receives beginning July 1, 2019 to \$11.50. This will impact our hourly staff budget by an estimated \$50,000.

Permanent staff.

The City Manager is encouraging departments to request additional permanent staffing for FY20 if they have a need. I believe he wants to get a good understanding for the staffing needs of the City and feels the budget may allow hiring several people. The Library received a city-funded, full-time staff person when the bookmobile was added in FY17 so I do not expect that we will be a top priority for additional staff. However, if staffing were available, our priority would be to increase maintenance staff by a half-time position. We currently have five hourly/temporary positions in the Facilities Services department and it is very difficult to keep these jobs filled. Moving one of these positions from hourly to permanent staffing (higher wages and benefits) would make the job more attractive. The hourly positions have the highest turnover of any job in the library – we have posted hourly maintenance jobs 8 times in the last ten months. \$30,000 (minus wages/benefits of twenty hours of worker, \$17,500), net +\$12,500.

3. Capital Expenses/Operating Budget

Add a t-coil hearing augmentation system to the public meeting room. \$10,000

Remove and replace the fifteen year old wooden storage bins/shelving in the Children's room play area that hold toys, board books, and book kits. \$18,500

Last year we made a request to replace the east side book returns (after the west side book returns were damaged by a driver and replaced through insurance). These return receptacles are 20 years old, bent, rusting and subject to leaking. \$22,400

We are requesting no increase to the collection budget because circulation is down.

4. City CIP Budget Request

The City's CIP budget is a budget stream outside the operating budget; it is intended to fund long term projects. The City sells debt (borrows money) to fund CIP projects. The bookmobile and our computer lab remodel are examples of CIP funded projects. We have funding for replacement of HVAC components in 2019. In FY17, we requested \$700,000 (\$300,000 in FY19, \$200,000 in FY20 and \$200,000 in FY21) for a major carpeting and furniture replacement multi-year project. This project is currently shown in the City's CIP budget as a single \$400,000 amount in FY22. We are asking that this be moved up to FY21, and an additional \$300,000 be budgeted in FY22.



Operating Budget

Revenues: FY17 - FY20

	FY17 Actual	FY18 Actual	FY19 Budget	FY20 Estimated
Library Levy	\$891,992	\$924,236	\$976,555	N/A
County Contract	\$469,430	\$489,400	\$469,430	N/A
Other Service Contracts	\$69,435	\$68,934	\$69,430	N/A
Fines/Fees	\$154,463	\$143,358	\$154,420	\$90,618
Sales	\$2,839	\$2,228	\$2,340	N/A

Lost & Damaged Account

Revenues: FY16 - FY18

	FY16	FY17	FY18
	\$19,368	\$17,579	\$16,167

FY20 Budget Proposal
Project Sheet: No Fines on Children's and Teen Materials

Description:

Discontinue collecting fines on overdue materials in Juvenile and Young Adult collections. Replacement costs would be collected for any items billed because they were not returned to the Library.

Relation to strategic plan goals:

FY19 Strategic Plan Goal: Work with City and other partners to implement the Racial Equity Toolkit initiatives.

Values of the Strategic Plan include Access and Literacy. The Library believes quality library and information resources should be readily available and equally accessible to all. The Library also believes reading is the gateway to knowledge.

Need:

Libraries are changing and services are no longer measured primarily based on collections available or number of items circulated. Libraries are also measured by how lives and communities are enhanced because of Library services. Library fines represent a barrier to access and literacy resources for many children in our community. While fines are not meant to be punitive, the reality is they become punitive for children who face access and other issues related to utilizing Library services.

In July of 2016, the City of Iowa City implemented several social justice and racial equity efforts as part of the Iowa City Council's strategic plan to foster a more inclusive and sustainable community. Three departments are selected each year to examine their policies, programs, initiatives and practices that result in different outcomes for certain populations. The Library was chosen this year to participate and looking at how fines present a barrier to low income populations of children emerged as one of the Library's biggest challenges to make us more inclusive for everyone to use. If you look at the maps (attached) you can see the highest amounts of fines are in areas that are low income areas of Iowa City.

In 2017 Bookmobile services were launched for our community. We started the service with no fines on materials checked out on the Bookmobile from any Juvenile Collection. This includes jFiction, jNonfiction, jEasy, jMovies, jBooks on Disc and jVideo Games. This initiative was warmly received and we saw many children who benefitted from this change.

The total amount collected in fines for Juvenile and Young Adult collections checked out from the Downtown building in FY18 is \$52,737.21.

Each summer we waive fines on children's Library Cards so they can check out materials for summer reading. In the summer of 2017, 655 children up to age 18 had fines waived for a total of \$10,870. \$16.60 was the average fine waived. In 2016, 597 children had fines waived for a total of

\$8,842.87. The average fine waived was \$14.81. Note, amounts waived includes fines for materials in all collections, not just the Children's Room collection.

Items to be funded:

No fines on all Juvenile and Young Adult Collections.

Fund Number:	Item:	Amount:
	Total of overdue fines paid on Juvenile and Young Adult print materials	\$52,737.21

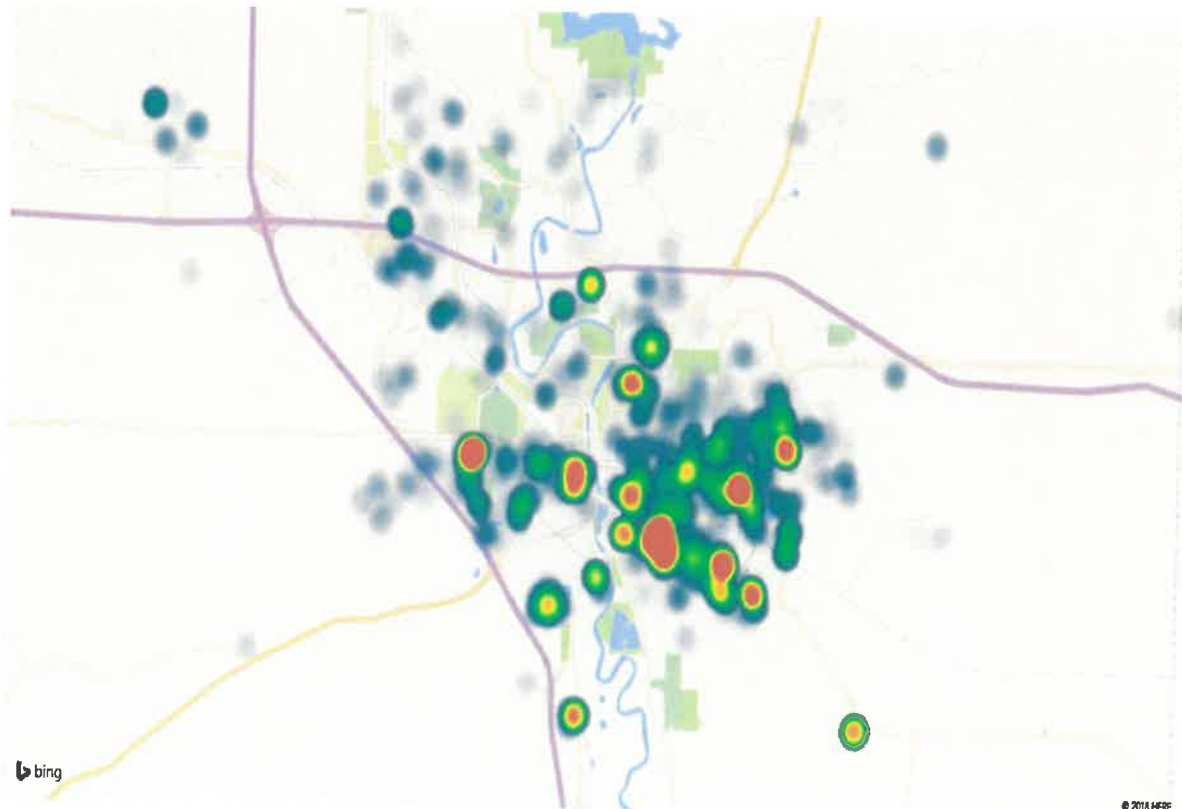
Possible funding source:

Fine income (charges to materials returned overdue) has always been part of the operating budget and goes directly to the City. We also collect money for billed items (things that have been lost or so damaged they cannot be circulated) and those funds are placed in the Lost & Damaged Account which carries over a fund balance at the end of the year. Last year we collected \$16,167 for billed items. Staff recommends that this income stream be used to partially replace the funds the City will lose if we no longer charge fines on children's materials. This would reduce the negative net impact on City revenue to \$36,570.

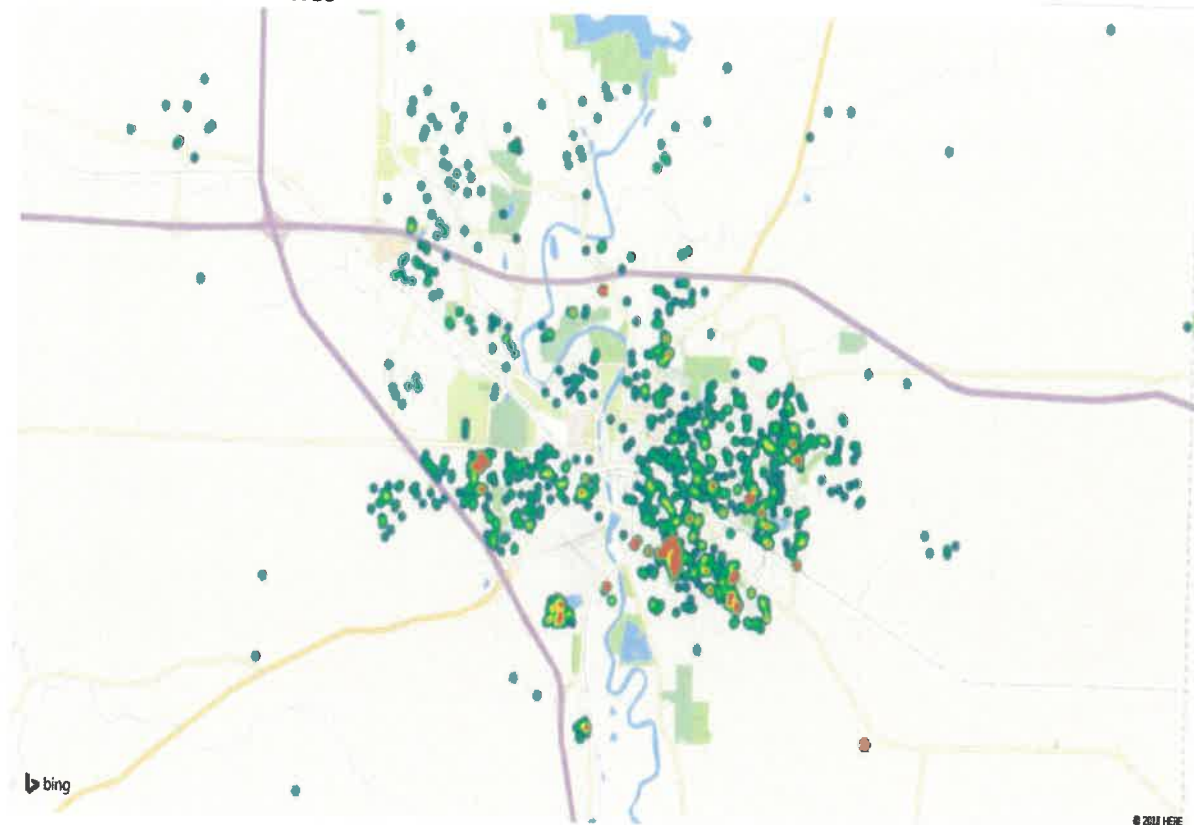
Description of ongoing costs:

Annually we would not collect fines on materials based on the Board's decision. This would be an annual amount of revenue not collected and would fluctuate from year to year.

Fines Amount



Children's & Teen Fines



As recently as a decade ago, for a library to abolish overdue fines was a radical move. Some libraries have been fine-free for years—a few for their entire existence. But for many, the idea has gathered momentum recently, along with the growing awareness that fines and fees are an equity issue, raising barriers to those who need the library most.

Apart from “this is how we’ve always done it,” there are three common reasons given for collecting fines and fees: to generate revenue, to ensure that books are returned, and to teach responsibility. These are the same across all types of libraries—public and academic, large and small, urban and rural. Yet as more libraries go fine-free, their experiences challenge all three.

Much has changed even since *LJ*’s January 2017 Fines and Fees survey (see “Doing Fines(s)?” at ow.ly/7Cah30lABBD). Those results showed 92 percent of the more than 450 respondents collecting fees. Only five percent of those did not charge for children’s materials. Although responding libraries estimated that around 14 percent of materials were returned late, the majority—88 percent—were returned within one week of the due date. Daily fines for lateness were typically small, approximately 17¢, but could be up to a maximum of \$5–\$10, or the cost of replacement.

Recently, large systems such as the San Diego Public Library; Enoch Pratt Free Library (EPFL), Baltimore; Salt Lake City Public Library (SLCPL); Nashville Public Library; and more have eliminated fines entirely, as have many suburban, small-town, and rural libraries. Academic libraries from private universities to small community colleges have elected to stop collecting late fees from students. Some libraries that have eliminated fines for books still charge

that they have examined their budgets, card registration patterns, renewal rates, and circulation statistics; reviewed before and after numbers and testimonials from peer libraries; and then stepped up to challenge the assumptions for collecting fines in the first place. Increasingly, they have found that eliminating fines has raised circulation numbers, brought lapsed users back to the library, and boosted goodwill, which can lead to substantial funding gains at the ballot box.

REMOVING BARRIERS

In 2014, the Colorado State Library (CSL) undertook a two-year project, funded by the Institute of Museum and Library Services (IMLS), to promote early learning among low-income children. The resulting study and report, Project SPELL (Supporting Parents in Early Literacy Through Libraries), scrutinized barriers to public library use among

THE END OF FINES?

As more and more libraries are finding, eliminating fees lowers barriers while still bringing books back into circulation
By Lisa Peet

HAS YOUR LIBRARY CONSIDERED DOING AWAY WITH FINES?

One third of libraries currently charging fines have considered doing away with them.

	TOTAL*	POPULATION		
		SMALL (<25K)	MIDSIZE (25K–99K)	LARGE (100K+)
YES	34.3%	25.9%	31.6%	53.5%
NO	57.6	66.2	57.9	39.5
DON'T KNOW	8.1	7.9	10.5	7.0

SOURCE: *LJ* FINES & FEES SURVEY 2017 *Weighted

fees on items such as DVDs or Playaways; others do not. Some place a freeze on holds until an item is returned; some don’t. (Nearly all fine-free libraries charge for lost or damaged items.) In her recent editorial “Farewell to Fines” (*LJ* 7/18), *LJ* editor in chief Rebecca T. Miller asked readers about their experiences going fine-free. Several of the responding libraries are included in this article.

What all fine-free libraries have in common, however, is

parents and caregivers in low-income communities and discovered that fines and fees were among the greatest obstacles.

Many parents and caregivers surveyed said that although they did use the library, they didn’t let their children check out books because they didn’t want to risk late fines and were afraid they wouldn’t be able to return them in time—whether because of work schedules, mobility issues, or lack of reliable transportation. Other parents, explains CSL youth and family services consultant Beth Crist, told them, “We do let our kids check out books, but as soon as we get home we put them high up on the shelf and don’t let the kids touch them because we don’t want them damaged or lost.”

The study led to a white paper, “Removing Barriers to Access: Eliminating Library Fines and Fees on Children’s Materials,” issued in 2015, and many libraries have used it as a starting point for analyzing whether they can—and should—go fine-free.

REVENUE, RETURNS, RESPONSIBILITY

Revenue from fines and fees has been falling steadily for years as more e-materials—which are returned automatically—enter circulation, and more libraries institute auto-renewal for physical materials without holds. The income generated by fines currently averages one percent or less across all types and sizes of libraries. Many that have gone fine-free have easily made up the shortfall by other means, such as offering passport services or holding fundraisers. Some even find that the cost of collecting fines equals or even exceeds the revenue thus generated, so that eliminating them doesn’t leave any shortfall to overcome.

Lisa Peet is Associate News Editor, *LJ*

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Late fees can encourage returns and thus put books back in circulation, but they can also backfire, as patrons who can't afford to pay the accumulated fines may decide not to return a book at all. Amnesty periods, reading down fines, or "food for fines" donation programs don't always serve the people who need them most. EPFL had held a number of food for fines initiatives over the years, and these proved solid partnerships with local food banks, reports CEO Heidi Daniel. The problem, she explains, "was that you can't ask a customer who themselves might benefit from the services of a food bank to participate in that program."

The concept of promoting responsibility is the hardest to quantify and inspires debate over whether it ought to be a library job even if fines were effective at doing so. Notes SLCPL executive director Peter Bromberg, "The library is an arm of the government, and I believe that the teaching of morals and behavior is really the purview of the family and the church. I would want to be very sensitive about the government stepping in and seeing itself as having a role to teach morals and moral responsibility." Even for those who are comfortable seeing libraries in that role, questions of equity arise: Is it fair to put a freeze on the card of a five-year-old who can't get to the library to return a book on time? Or to punish a patron who might need to choose between paying a fine and eating?

STARTING ANEW

A number of recent fine-free initiatives originated with a new director who brought fresh eyes and a creative take on breaking down service barriers to their system.

Bromberg arrived at SLCPL in 2016 with the initial goal of laying the groundwork for a budget increase, imagining he'd save the question of fines for the following year. As he met with board members, city council, community leaders, and employees, however, he found himself casually bringing up the idea of going fine-free, and people were interested to hear more. In the process of discussing the budget, "I was workshoping the [fine-free] messaging a little bit," Bromberg explains. "I could start to see what was resonating and what wasn't."

By the time Bromberg gave his formal budget presentation in spring 2017, he recalls, the city council executive director was all in: "We want you to do this fine-free thing now. It's a great idea—why wait?" Surprised, Bromberg only had a few months to put a policy together, but it was passed and implemented by the beginning of July 2017. Bromberg elected to wipe all fines clean and go forward fine-free and immediately saw an increase in checkouts, new cards, and returning borrowers. He has been collecting statistics since then and gladly shares them, adding, "I feel like I have a part-time unpaid consulting gig...helping libraries go fine-free."

Sharing both quantitative and qualitative data on the transition is critical to assisting more libraries to move forward on eliminating fines. When then adult services director Bobbi Perryman wanted to take the Vespasian Warner Public Library District (VWPLD), Clinton, IL, fine-free in 2009, she reports, there was little hard or anecdotal data on the subject. The director at the time had a background in law enforcement, she says, "so her knee-jerk reaction was, 'They've broken the rules. They have to be punished somehow.'"

Perryman, now VWPLD executive director, did her own research. She pointed out that the library's overdue

fees, maxing out at \$2 per item, accounted for .0016 percent of its income while taking up large amounts of staff time. Perryman recalls college students who had lost library privileges as children coming in to pay their fines once they had jobs of their own.

Another groundbreaker, Colorado's Anythink Libraries also decided to go fine-free in 2009—the change initiated by staff who had begun experimenting with the idea the previous summer. Fines were waived for children and teens who signed up for summer reading, recalls Director Pam Sandlian Smith, and "the response from the community was so positive that it set the conversation in motion to create a fine-free policy." The library formed a task force, made a recommendation to the administrative team, and developed a draft policy to present to the Board of Trustees.

"When people discover that they aren't going to be penalized for forgetting to return their books on time, they are always a bit surprised and always grateful," notes Sandlian



Smith. "We want people to remember the library for the fabulous experiences they encounter, not the grief of having to pay a fine for returning books a few days late."

FINE-FREE FOR LIFE

Sometimes, however, the library convinces the director. When Cheryl Schoenhaar stepped into her role at the helm of the Town Hall Library (THL), North Lake, WI, in 2013, she had spent most of her 30 years of librarianship in fine-based institutions. THL, however, had been fine-free since it opened in 1966. At her welcoming reception, she recalls, "Over half of the 90 people who attended felt the need to get me into a quiet corner so that they could share two main themes over and over again—how truly wonderful the staff were...and how important it was to remain a no-fines library. As one member of the Friends of the Town Hall Library commented, 'Why would we want to fine our neighbors? That's just not the community we want to have.'"

THL serves a largely agricultural population that poses multiple challenges to due dates. Farmers' schedules don't always align with that of the library, Schoenhaar says, vacation home owners take books back to their home states by mistake, and homeschooled tend to keep materials for an entire semester. Instead of fees, the library employs a "high touch" system of personal phone calls to remind patrons: "Hey, those books are a little overdue right now. If you

could get those back to us, we'd really appreciate it." Return rates average around 95 percent, says Schoenhaar.

EASING STUDENT BURDENS

Academic libraries are also realizing the additional stresses overdue fines can place on students who are already struggling to manage their time—not to mention meeting extra expenditures on top of tuition and textbooks. Because academic libraries often need to maintain separate fiscal accounts for different kinds of transactions, maintaining those accounts involves another set of costs.

When Jeff Wahl, library director at the Front Range Community College (FRCC) Westminster Campus Library, CO, brought up the idea of going fine-free, he was pleasantly surprised that the college's fiscal department jumped at the idea. FRCC was already working to simplify financial procedures on campus, he explains, and the library was an easy item to cross off the list. The largest community

majority of those exchanges do not feel positive to either party—a more difficult cost to quantify but a critical one.

Augment the quantitative data with testimonials, Crist advises. "If you can collect some compelling stories about how fines have negatively affected people in your communities, that can be powerful."

A board or city council may respond positively to the idea of a pilot period. Crist suggests a full year, if possible, as borrowing habits can vary seasonally. Starting with children's materials can also help sway reluctant officials, she adds.

THE CASE FOR EQUITY

The most compelling reason, of course, is the need for everyone in a community to have access to the library, regardless of their ability to pay.

When EPFL set out to make a case for going fine-free, the library's Innovation Team interviewed staff at other systems that had eliminated fines, reviewed those libraries' policies and procedures, and looked internally at how much revenue EPFL's fines were generating (in this case, less than one quarter of one percent of the overall budget). A public advisory council of city residents offered input from a patron perspective. Finally, the team gathered statistics on not only which neighborhoods were seeing the most fines collected but where the greatest number of blocked users lived—which proved to be in the library's lowest-income communities. (Similarly, SLCPL found that its three branches serving a predominantly lower-income population accounted for 14 percent of circulation and 32 percent of blocked cards.)

Erin Schmändt, director of the Caro Area District Library (CADL), MI, considered going fine-free for several years before deciding the library board would be open to the idea. The CADL service area is largely rural and low income, with a state mental hospital and a number of group homes in the area. Library policy was to block patrons who owed more than \$10 not only from checkouts but from in-library computer use; in a community with low Internet access, this impacted everyone from schoolchildren to job hunters.

Schmändt gathered articles about libraries that had made the transition, printed them out, and made packets for her board members in September 2017. When the board met in October it had some reservations, chiefly about losing revenue. She crunched the numbers to show that the library would only lose \$2,000 a year out of a \$515,000 budget—an amount the library could easily absorb—and stressed that the library would still bill for lost items. That November, the seven-member board agreed to a trial period of one year, which was implemented on January 1.

Although that year is not yet over, Schmändt doesn't imagine the board will want to return to collecting fees. "I have fewer people in collections than I did in the past," she notes, pointing out that since the spring, card sign-ups are up by about 50 percent.

Still, it's the stories that resonate most. Shortly after CADL waived fines, Schmändt recalls, a girl came in who would be starting at the nearby middle school that fall. A constant reader, she had racked up so many fines that her parents had taken away her library card. "And she was just ecstatic that we were going fine-free," says Schmändt. "She...said, 'I'm going to be reading so much, I'll be here after school every day!' She was so happy to come back." ■



FINE-FREE IS FINE The Enoch Pratt Free Library celebrated doing away with fines with a block party featuring performances, food trucks, a DJ, and a new mural at its Walbrook branch; fine-free announcements from the Salt Lake City Public Library and San Diego Public Library

college in the state, it employs only five library staff members, who share reference, circulation, and teaching duties. "I can't justify having any time taken away from that to put toward processing credit card receipts and putting together financial statements for the small amount of money we bring in," says Wahl.

The dual use Westminster Campus Library shares space with a local public library that still collects fines, but navigating different fine policies with a shared integrated library system (ILS) hasn't been difficult. Students who don't return a book after a month have their college accounts frozen and won't be allowed to register or drop classes until it is returned; members of the public who don't return books are blocked on the shared ILS.

MAKING THE CASE

The advice CSL's Crist has for libraries looking to make the case to their boards or city council is to begin with as much research as possible on their own system, starting with basic numbers: how much of the library's operating or materials budget comes from fines, and the accumulated time, energy, and financial costs to the library to collect them. At a minimum of 30 seconds per transaction, collecting fines can significantly eat into the time of desk staff. With the additional expense of credit card transactions or collection agencies, fiscal costs add up. And the



An Overdue Discussion

Two takes on the
library-fine debate

Whether to charge fines for overdue materials is a hot-button topic. The issues are many: Some libraries have halted the practice, citing concerns that fines keep patrons away, while other libraries have kept them in place as vital revenue streams. Fines are also used by some libraries as a method to teach personal responsibility, while other libraries consider that lesson outside the realm of librarianship. We spoke with a librarian on each side of the debate. ■

POINT

JENNY PAXSON,
readers' advisory librarian,
Webster (N.Y.) Public Library

Does your library charge fines? We do charge fines at Webster Public Library.

How are the collected funds used? We use the funds—\$71,000 collected from fines annually—as part of our operating budget. Without them it would be difficult to run the library.

Do fines discourage patrons from using the library? I believe for some people they do. Many of our patrons come in and are happy to pay their fines as they want to help support the library—they understand that it's part of their responsibility as members. For those who are discouraged, I feel it impacts mostly those with high fines. We forgive fines for people who are experiencing extenuating circumstances—a death in the family, financial hardship, a hospital stay—and work to help them out by eliminating the fines altogether or reducing them by half, depending on the situation and whether we've helped them in the past. I think those who are discouraged are probably those who don't want to come to us and ask for help.





COUNTERPOINT

SARAH HOUGHTON,
director, San Rafael (Calif.)
Public Library



Do fines encourage personal responsibility by making patrons return items on time to avoid a fine? Should that be the library's role? I think it does and it doesn't. If people think there are consequences for not returning items on time, then they will return them when they are due. Without consequences, some people will hold onto items. For some people it doesn't matter: They will willingly take late fees so they can finish a book or movie. It's not our role to teach responsibility, but I'd like to think we encourage people to share materials among themselves.

Have you considered eliminating fines? We have considered eliminating fines for children's materials. We investigated this with our circulation supervisor and discovered that 40% of our fines were from kids' cards. In the end, we decided it would result in too big of a hit to our revenue, but we did decide to eliminate fines for board books. ●

Does your library charge fines? San Rafael Public Library charges overdue fines only for adult materials. Children's and teen materials fees were eliminated about two years ago.

How are collected funds used? Fines collected on adult materials go back to the City of San Rafael's general fund bottom line.

Has your library been affected by the loss of revenue? In approving the elimination of youth fines, San Rafael City Council agreed that the loss of revenue (approximately \$7,000 per year for our city of 60,000 residents) was an acceptable cost to encourage youth reading and library use. The library's budget was not reduced in any way.

Do fines discourage patrons from using the library? Fines absolutely discourage people from using the library, especially those in the community who could most benefit from library services. What we see in our community is that people slowly rack up overdue fines over time—hitting the \$10 maximum, after which point the account is locked until the amount owed is brought under \$10—and then simply stop using the library. This happens across age groups, but predominantly in those neighborhoods that are socioeconomically disadvantaged. This results in the people with the least money in our community—the ones who need a library the most—not being able to use the library.

Do fines encourage personal responsibility by making patrons return items on time? Should that be the library's role? We have found that people do not keep youth materials out any longer since we've eliminated fines. This has been shown in library after library as they eliminate some or all overdue fines. So, no, I would not say that fines encourage people to return items on time. It is not the library's role to teach responsibility to any age group. That lesson is best left to families and communities to decide on themselves. The library's role is to encourage lifelong learning, exploration, and innovation.

Do you use any alternate methods to encourage patrons to return materials in a timely manner? Patrons receive an email three days before an item is due, another email one day after the item was due, and a subsequent follow-up three weeks after the due date that states they need to return the item or pay for a replacement. Reminding people of due dates ahead of time seems the most effective way to encourage timely returns.

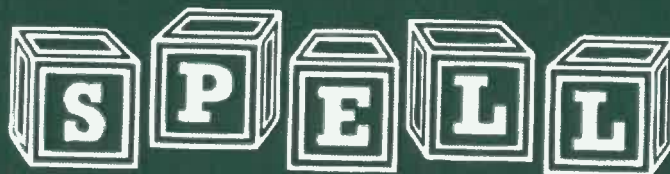
Have you considered eliminating all fines? San Rafael Public Library would like to continue exploration of eliminating fines on adult materials so that they match children's and teen materials. The trick is convincing city council. ●



Removing Barriers to Access:

Eliminating Library Fines and Fees on Children's Materials

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COLORADO
Department of Education
Colorado State Library



INSTITUTE of
Museum and Library
SERVICES

Abstract

The Supporting Parents in Early Literacy through Libraries (SPELL) research revealed that library fines and fees for overdue, damaged, and lost materials are barriers that prevent low-income parents and caregivers of young children from using public libraries. After reviewing the academic and professional literature regarding library fines and fees, including qualitative research, quantitative studies, and editorial pieces, as well as using finding from the two studies with parents and public libraries in Colorado, the Colorado State Library (CSL) recommends public libraries eliminate fines and fees on children's materials. The scant research on the value and impact of library fines and fees does not indicate a clear benefit of administering these policies, and they may be costly to enforce. Library governing authorities that develop policies to remove fines and fees on juvenile material find it effective in building a positive relationship with families with young children.

Introduction

Public libraries play a vital role in the development of early literacy skills of children and families in the communities they serve; storytimes and other programming give librarians an opportunity to teach parents of young children the importance of reading, writing, singing, talking and playing with their children. Thoughtfully developed children's collections are available for borrowing by families, particularly those that might not have the household income needed to purchase them. Unfortunately, while children's librarians encourage all parents and their children to avail themselves of the collection, the policies of many libraries are doing just the opposite.

The threat of accumulating fines for overdue materials and the fees associated with damaged or lost books is keeping low-income families away from libraries, or from checking out items to take home (Zhang, 2013). Whether the intended function of library fines and fees is to encourage the prompt return of materials, to supplement the library budget, or to teach patrons responsibility, overdue fines and replacement fees on children's materials can negatively affect the borrowing habits of members of our community who need the library the most (Zhang, 2013).

This white paper reviews the scant research on the costs and benefits of library fines and fees, summarizes the professional editorials on the subject, and asserts that these financial costs, particularly for children's materials, may be

more detrimental than beneficial to libraries with goals of meeting community literacy needs. Early evidence from Colorado libraries that have changed policies to be more accommodating of late, lost, and damaged materials offers additional evidence to justify these recommendations.

Literature Review

Librarians have been discussing, and in some instances debating, the propriety of charging fees for late, lost or damaged materials for decades. A review of the professional and academic literature reveals only a handful of small-scale studies of the effect of library fines on the borrowing behavior of library users (Breslin & McMenemy, 2006; Hansel, 1993; Burgin & Hansel, 1984; Burgin & Hansel, 1991; Reed, Blackburn & Sifton, 2014; Smith & Mitchell, 2005). In absence of empirical proof of the effectiveness of fines and fees, there exists a largely philosophical conversation in the literature with many authors in favor of eliminating fines and fees--at the very least for children's materials--and focusing on the inequitable access to materials for low-income families (Caywood, 1994; Chelton, 1984; DeFaveri, 2005; Holt & Holt, 2010; Livingston, 1975; Venturella, 1998).

Library Fines and Circulation Rates

While it is challenging to study the effect of library fines and fees on circulation patterns, a few researchers have attempted to do so. In 1981, Hansel and Burgin (1983) sent a survey to all public libraries in North Carolina to discern which circulation activities affected overdue rates over three years. They found no significant difference in overdue rates between libraries that charged fines and those that did not; and libraries that did not charge fines tended to have higher overdue rates in the short run, but lower overdue rates in the long term. Reflecting on their research, the authors stated "with overdues, as with so many aspects of librarianship, there are no easy answers--that seems to be the primary finding of the study" (Hansel & Burgin, 1983, p. 350).

Perhaps unsatisfied with the "no easy answers" conclusion in their first attempt, Burgin and Hansel replicated their study in 1983 and 1990. The 1983 study revealed much the same data as the 1981 survey, but added a new result: the amount of the fine charged by a library had a significant correlation with the overdue rate--low fines did not reduce overdue rates, but steep ones did (Burgin & Hansel, 1984). In the third study, the authors concluded "In short, it appears that few strategies used by the libraries in the present survey had any significant effect on overdue rates" (Burgin & Hansel, 1991, p. 65). As diligent as they were, in three research projects over fifteen years, these authors could not uncover data to support the assumption held in the profession that the existence of nominal fines is a successful incentive to patrons to return materials

on time; and only very steep fines seem to have had any significant effect on overdue occurrences.

While not conducted in a public library environment, Mitchell and Smith's (2005) experiment in an academic library is worth noting. They attempted to determine whether rewards, rather than punitive fines, affected the timely return of academic library materials. Even the presence of rewards as incentives did not influence the promptness, or lack thereof, of students in returning materials. Also in academia, librarians at Vancouver Island University removed fines to determine if this might improve use of the physical collection by their student population of non-traditional, adult and first generation students (Reed, Blackburn & Sifton, 2014). The authors reported the removal of overdue fines did not increase circulation, but the collection wasn't "pillaged," and there was no increase in overdue items. The authors believe "fines are a contentious topic among librarians, with many strongly held beliefs about their effectiveness backed by little evidence" (p. 275).

In seeking to determine why borrowing rates were down in libraries in the United Kingdom, Breslin and McMenemy (2006) conducted a survey of patrons and found that library rules, restrictive hours and "not feeling welcome" were all factors in the decline. Clayton and Chapman (2009) reported on a survey of public libraries in England and Wales. Like Burgin and Hansel, these authors found a lack of published research on the attitudes toward, and the effectiveness of, fines and fees in public libraries. Instead, they highlighted a

lack of consensus in the profession as to the effectiveness of charging fines. They reported that over 81% of the libraries responding to the survey did not charge fines for children's materials and concluded "it is difficult to reach any definite conclusion as to the impact of fines on library usage and image. There is an urgent need for more research in this field, particularly studies which investigate the opinions of library users and nonusers" (Clayton & Chapman, 2009, p. 15).

Colorado State Library's (CSL) SPELL research (Zhang, 2013), funded by the Institute of Museum and Library Services, included distribution of surveys in 2013 to caregivers of young children in low-income urban and rural areas of Colorado. In addition to learning about library habits among this group, CSL was interested to learn what barriers prevented low-income families with young children from visiting the library. Along with transportation and scheduling issues, respondents to the survey identified library fines as a one of the "things that get in the way" of their use of the library (Zhang, 2013, p. 17). Further anecdotal stories in focus groups with low-income parents in the study reveal that both fines for late items and fees for lost or damaged books make parents reluctant to check out books and to have their children enjoy library books at all.

Neuman and Celano (2004) conducted a study examining the influence of school and public libraries on young children's literacy skills. They found libraries in economically disadvantaged areas of the community had significantly lower circulation rates than middle class neighborhoods. Using

ethnographic research methods, including interviews and observation, they discovered "many families in low-income areas did not own a library card, or if they did, family members were reluctant to check out books because they feared having to pay overdue fines" (p. 83). The traditional practice of charging late fees has left a lasting impression on the very people who most need libraries: community members who are economically disadvantaged, many with young children at home.

In summary, the library profession lacks data to support the argument that the presence of fines for overdue materials positively influences return rates on materials. In addition, a few research studies conclude that circulation rates among low-income families are lower due to the presence of library fines and fees. With such inconclusive evidence of the value of fines and indicators of the negative effects, the 1984 *Library Journal* editorial titled "What Are Fines for?" could have been written today:

In the absence of circulation, delinquency, collection turnover, and collection loss rates by age group, it is impossible to say whether any particular library is achieving this goal or not, especially if there are no data showing trends in these rates prior to the implementation of a fine system. Discussion of the spurious issues seems to rise in direct proportion to the absence of data to examine the third (Chelton, 1984, p. 868).

One is left to conclude that policy decisions surrounding the collection of late fees from patrons cannot be supported by hard data. Policies surrounding overdue materials, especially children's materials, must be based on careful consideration of the role of libraries in the community and the lives of its

members. There is no shortage of articles, editorials and other opinion pieces on this subject in the library profession's literature.

Professional Discussion on Fines and Fees

Library Fines and Civic Responsibility

Some community members, including librarians, staff, administrators, and users of libraries, believe that fines for late materials function to provide equal access to materials by encouraging patrons' sense of civic responsibility. Their philosophy is that the threat of fines teaches borrowers to return material on time so that others may access the collection. In his *Library Review* editorial "On Library Fines: Ensuring Civic Responsibility or an Easy Income Stream?", McMenemy (2010) examined both sides of the argument, and he concluded "It seems to me they serve a vital function for any library that requires efficient and equitable circulation of stock" (p. 81). Jerome (2012) addressed the issue with passion in "Occupy the Library. Fines: A Manifesto." When she was a younger librarian, she believed that libraries should not charge fines, but she now believes that not charging for late material, or adjusting them for certain portions of the population, has lead to a sense of entitlement in patrons. By waiving fines for some borrowers, libraries are denying other community members access to those materials that are late. She asks "How 'right' is it to let

a few essentially take advantage of the rest?" (p. 7). Both authors emphasize that the collection is for all members of the community, and the threat of fines serves as an incentive for the prompt return of materials that can then be used by other community members.

Many opponents to library fines disagree with the socialization argument. They believe it is the job of parents, not libraries, to socialize children, and charging fines on children's materials is punitive and a barrier to access. In her article "Penny Wise, Pound Foolish," Caywood (1994) emphasized this point:

Some librarians argue that fines teach children responsibility. This is an ironic view since it often is the parent--if not the child--who decides if they can return to the library by the due date. I have watched some parents become so incensed over a child's fines that they forbade library use. I don't know whether these kids are learning responsibility, but I'm certain they are not learning to regard the library as a welcoming place (p. 44).

In an analysis of this topic, faced with a hypothetical situation in which a librarian feels uncomfortable about collecting late fees from an adolescent borrower, Galloway (1984) asked "Since when is it the duty of librarians to teach kids responsibility?" (p. 869). In the same discussion, Chelton (1984) cast doubt at the "predictable, spurious socialization arguments" with the query: "if the purpose of fines is socialization, how does one justify fines for adults, who are presumably already socialized?" (p. 869).

At a time when the role of libraries in the community is under examination, it is time to move away from the traditional notion of libraries as quiet institutions with authoritarian rules of behavior where children learn to fear incurring

fines. Instead, library staff can leave the socializing of children to parents, and provide the tools parents need to foster literacy skills in their children without threat of financial retribution for small infractions to rules.

Fines, Fees and the Library's Budget

In some library systems, funds generated by fines and fees supplement library budgets. McMenemy (2010) highlights income generation lessening the tax burden on the community as one of the reasons people advocate for these charges (p. 79). Those who disagree with this notion argue that administrative costs associated with collecting fines and fees can surpass the revenue they generate. Vernon Area Public Library (Illinois) is just one library that has eliminated overdue fines and fees that amounted to less than one percent of their budget and cost far more to collect (Pyatetsky, 2015).

High Plains Library District (Colorado) eliminated late fines on library materials and found the financial repercussions to be "neutral" because they were able to eliminate costly credit card technology on their self-check machines (J. Reid, personal communication, April 26, 2016). Staff time and money-collecting technology are expensive, and when the amount generated by charging fines is compared to the costs associated with collecting them, it becomes clear charging fines for revenue may not make sense.

Fines, Fees, and Low-income Populations

In 2012, the ALA issued a policy statement, "Library Services to the Poor," that called upon libraries to acknowledge the important role they can play in "enabling poor people to participate fully in a democratic society" (ALA, 2012, para. 1). Libraries are encouraged by the ALA to promote "the removal of all barriers to library and information services, particularly fees and overdue charges" (para. 2). The ALA joins many members of the library community in the opinion that charging library fines for materials, while equal treatment, is not fair because the practice disproportionately affects low-income members of our society.

The idea that charging fines is unfair to children, especially those who are from low-income families, is not new. In 1975, the King County Library System's Children's Services Department Committee on Fines presented a proposal to eliminate fines for overdue materials to the King Country (Washington) administration. They advocated for removing fines on children's materials, discussed other libraries that had removed fines without negatively affecting circulation patterns, and they were adamant about the negative effect on borrowing among low-income families:

We feel that fines are not justifiable theoretically or practically for either adults or children, however we feel that they are particularly damaging to children's attitudes to and use of the library. We believe that children have a right to use the library independent of

their parents' financial pressures and that fines discourage library use particularly among children (Livingston, 1975, p. 80).

The administration rejected the proposal, despite the passionate support of committee members and librarians.

Over forty years later, the library profession is still divided on fines (and fees) on children's material, and the policies of many institutions still include these practices. For example, in San Jose, California, libraries raised their fines to 50 cents per item, per day. In poor neighborhoods, almost one-third of the residents were barred from using the library because of unpaid fines (Pogash, 2016). An elementary school principal interviewed about the San Jose libraries' policy stated that fines are a "slap on the wrist" for middle income families, but if forced to choose between paying library fines "and putting food on the table and a roof over the children's heads, it's a no-brainer: it's better not to check out library books" (para. 18). Thus, treating all library patrons equally by assessing a fine for late materials is inequitable: it disproportionately affects low-income families.

With regard to fees for lost items, in "Breaking Barriers: Libraries and Socially Excluded Communities," DeFaveri (2005) described a situation in which a mother was charged \$25.00 for a lost picture book. The author asks members of our profession to contemplate the long-term consequences of choosing to collect \$25 in the short term:

Will this family be comfortable returning to the library?

If the library does not charge for the damaged book, it loses about \$25.00. When the library fails to recognize situations where charging replacement costs means losing library patrons, it loses the opportunity to participate in the life of the patron and patron's family. By choosing to make a \$25 replacement cost more significant than the role the institution can play in the social, developmental, and community life of the family, the library forfeits its role as a community and literacy advocate and leader.

It will cost the library more than \$25.00 to convince this mother to return to the library. It will cost the library more than \$25.00 to persuade this mother that the library is a welcoming community place willing to mount literacy programs aimed at her children, who will not benefit from regular library visits and programs. And when these children are adults, it will cost the library more than \$25.00 to convince them that the library is a welcoming and supportive place for their children (DeFaveri, 2005, para. 20-22).

DeFaveri also discussed the ingrained nature of fines, and she called for librarians to understand that they affect different populations differently:

Fines, replacement costs and processing fees are affordable for the middle class, but represent significant and often overwhelming costs for poor people. As a result, poor patrons with fines over \$10.00 who cannot pay the fines are excluded from accessing library resources. This barrier to library use has short and long-term consequences for the library and the community it serves" (para. 17).

In agreement with DeFaveri, Venturella (1998) emphasized the leadership and advocacy roles of libraries. She argued that overdue fines are a burden to low-income library users, and she insisted "It is a moral imperative that we be responsive to the needs of the community" (p. 33).

The ALA urges libraries to play a significant role in supporting low-income users as valued members of our society. Children's librarians encourage parents to use the library and teach them how to grow early literacy skills in their young

children. Yet, as Holt and Holt (2010) observed, "Reacting to fines and the cost of lost books, or just fearing such expenses, parents and caregivers in poor families may make a rational decision to not allow their children to get a library card or to check out books that might get lost" (p. 51). The SPELL research (Zhang, 2013) confirms this assertion.

Removing Fines and Fees in Public Libraries

Some public libraries across the United States are changing their policies and seeing little difference in their circulation statistics and, more importantly, improving the library experience of community members. In Pyatetsky's (2015) opinion piece "The End of Overdue Fines?" she suggested the act of eliminating library fines is becoming more widespread and accepted. Algonquin Public Library (Illinois) removed fines; at the one year anniversary of the policy change, they saw no negative effects. Witnessing this, Vernon Public Libraries in the northwest Chicago suburbs followed suit (Pyatetsky, para. 2, 2015).

After determining that charging fines was costing more than the revenue it brought in, Gleason Public Library (Illinois) stopped charging fines and saw no significant difference in the amount of time people were keeping materials (West, 2012). The library director, Angela Mollet, said having a "fine-free" policy was in keeping with the library's mission: "What role do fines play in a library? I want to encourage people of all ages to read, to discover, to be curious, and it doesn't make sense to put up any barriers that might prevent that" (West, 2012,

para. 29). The staff and trustees at Gleason Public Library placed emphasis on removing obstacles to accessing materials, especially for children.

Some libraries offer innovative programming along with policy changes. For example, The New York Public Library, which does not charge fines for late children's books, waived the outstanding fees for lost materials on children's accounts as part of their summer reading program on the condition that children participate in the program and read. The library subtracted one dollar off of their fines for each 15 minutes each child spent reading (Allen, 2011, para. 2). Another creative program can be found at the Public Library of Cincinnati and Hamilton County. While this system does charge fines, the rate is five cents per day for children and 20 cents for adults (The Public Library of Cincinnati and Hamilton County, 2016). Regardless of the status of their accounts, children and teens in this system could ask for their own cards, issued immediately upon request, that allow them to check out a set number of books at a time during the summer. When one book was returned, they could check out another. "The timing on these new cards was key to encouraging and enabling kids and teens whose regular cards have been blocked because of fines or losses, or whose parent were too worried about them running up fines and fees to be able to participate in the Summer Reading program, and to keep up their reading skills over summer break" (Keller, 2011, p. 14). The staff and governing entities of both of these libraries recognized the importance of

removing barriers for young children and developed innovative programs and policies to address the library fines problem for children.

The High Plains Library District (Colorado) participated in a second SPELL research project in which recommendations for the initial research, including removing fines and fees on children's materials, were tested in eight communities. Upon learning that parents and guardians of young children reported library fines to be a barrier to visiting the library, the district eliminated fines on all late returns of materials (excluding DVDs). The main objective of the policy was to increase circulation of children's materials, and the board and administration wished to bring new users into the library. Six months after fines were eliminated, overall circulation was up, and 95% of their materials were returned within a week of the due date (J. Reid, personal communication, April 26, 2016). Staff members of libraries are pleased with the policy change, as they have far fewer unpleasant interactions with patrons about fines, and have more time to accomplish their other duties. The financial effect on the institution, as indicated earlier, has been labeled "neutral." In order to determine if late return of items was affecting the experience of patrons waiting for items, the district examined circulation data and found no increase in "patron disappoints." While patrons might be slightly slower at returning items, this is not negatively affecting the experience of other users of the library.

Other Colorado libraries participating in the second SPELL project have policies regarding children's materials that support early literacy in their

community. Pueblo City-County Library District does not charge fines on picture books and board books, and Denver Public Library has no fines for juvenile and young adult items. Guided by SPELL research findings, Garfield County Public Library District no longer charges fines on picture books, waives fees for damages to board books, and has become more lenient about damages to picture books in the interest of encouraging families to make full use of the materials. According to the library's director, Amelia Shelley, "The library district believes the financial impact will be small, but the impact on children will be immeasurable" (Shelley, 2014, para. 4). There are no fines charged for overdue materials checked out from the Montrose Regional Library District's

bookmobile:

The reasoning for this is two-fold. First, these patrons can struggle to have consistent access to the library, so getting materials returned on time can be a real challenge and we want to make using the library as easy as possible for these patrons. Secondly, many of our target families are low-income and having library fines could prevent continued use of the Bookmobile if they weren't able to pay them off (Lizz Martensen, personal communication, May 26, 2016).

Moving away from the traditional practice of charging library users for late, lost or damaged children's materials has allowed libraries participating in the second SPELL project to focus on nurturing early literacy skills development in low-income households. Removing the financial barrier to library use aligns them with their missions and the ALA's position regarding library services to economically disadvantaged members of our community.

Conclusion and Position

The Colorado State Library recommends public library administrators and governing bodies eliminate library fines, and reconsider fees for lost or damaged items, on children's materials, and other items as deemed appropriate for local service. Fines are punitive, not educational incentives. Damaged and lost material is an inevitable aspect of library use, particularly with very young children, and needs to be considered the cost of doing business with the library's young patrons.

The profession has little empirical evidence that charging fines results in greater circulation of library materials, or indeed the return of items in a timely manner. The administrative costs, including equipment rental, collection contracts, and staff time associated with collecting funds from patrons, often equals or exceeds the revenue earned from library fines and fees. At a time when libraries struggle to remain relevant and increase library use, it may be counterproductive to enforce policies that are punitive in nature and further the stereotype of libraries as authoritarian institutions to be feared.

Librarians have an opportunity to play a meaningful role in the lives of children and families in their communities. By eliminating library fines and fees, particularly on children's materials, public libraries become more welcoming to

children and families. Early literacy skills are crucial to school readiness, so it is important that parents and caregivers from all income-levels in our society have access to materials they can use daily in the home to practice reading, singing, talking, writing, and playing with their children. Children's librarians are thrilled when they see families checking out a stack of picture books, and families should be encouraged to do so, rather than be fearful of the late fines and book damage fees that might accrue. Based on the research, these user-friendly policies will bring more community members into the library, especially the low-income populations who need libraries the most.

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FY20 Budget Proposal
Project Sheet: Replace shelving/cabinets in the Children's Room

Description:

Replace the fifteen year old built in bins and shelving in the pre-school play area that hold Board Book, the toys, and Book Read-alongs.

Relation to values:

FY20 Strategic Plan calls for the replacement shelving in these areas.

Need:

These shelves are in high traffic areas and not built to withstand such high use. The laminate on the shelves is peeling off and has been glued numerous times to prevent injury to little hands. We are now to the point where they need to be replaced for safety and aesthetic reasons.

Items to be funded:

Fund number:	Item:	Amount:
	Shelving for books, puzzles, CD's and toys.	\$18,500

Description of ongoing costs:

None

FY20 Budget Proposal
Project Sheet: Hearing Augmentation System for Meeting Room A

Description: Replace current hearing augmentation for Meeting Room A with a modern system

Relation to values: Access

The Library believes quality library and information resources should be readily available and equally accessible to all.

Need: The current hearing augmentation system for our main meeting room is outdated, difficult to use, and no longer meets the needs of the public. We'd like to ensure continued access for all to our public programs in a way that works well for our patrons and is simple for staff. A newer system with t-coil technology would allow a patron to connect directly to our in-room microphone system with their hearing aid or smartphone.

Items to be funded:

Fund number:	Item:	Amount:
10550140/455120	Hearing augmentation system with installation	\$10,000

Description of ongoing costs:

There could be further purchases made down the road to add more users to the system if it becomes popular.

FY20 Proposed Equipment Replacement Fund

The City puts aside money for replacement of computer and AV equipment (this is shown in the budget as the Equipment Replacement Fund in the operating budget.)

The money is transferred to an account that carries over a fund balance and we use it as needed to replace aging equipment. It is very forward thinking and ensures a source of funding for replacements. Typically you do not see details for specific projects funded from this account, however, in FY20 we will begin a \$94,000 project to replace Virtualized Server Equipment.

This level of expense needs your approval. \$94,000.

FY20 Budget Proposal
 Project Sheet: Replace Server Environment
 * This project will be funded from replacement funds *

Description: Replace Virtualized Server Environment Equipment

Relation to values:

The library maintains servers dedicated to supporting of staff and patrons including library-specific software including our Integrated Library System and Public Access Catalog as well as other standard business needs including print, file, directory, authentication and DNS. Virtualized servers offer greater flexibility, development environments, and ease of maintenance.

Need:

Servers, Storage, Switches, VM Software licenses.

Items to be funded:

Fund number:	Item:	Amount:
10550140/476050	Virtual Server Equipment	\$70,000
10550140/432060	Installation and Configuration	\$10,000
10550140/444080	Annual Software Licensing	\$4,000
10550140/444100	Extended Hardware Maintenance (to extend to 5 years)	\$10,000
	Total	\$94,000

Description of ongoing costs:

10550140/444080	Software Licensing	\$4,000
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City of Iowa City CIP Request Form
Capital Improvement Program 2019 - 2023

General Project Information

Department: Library

New or Revised Request: Revised

Project Title: Library Carpet and Furnishings Replacement

Project Number: B4343

Submitted By: Susan Craig, Library Director

Project Description

A multi-year project to replace carpeting and some furnishings in large areas of the Library. First floor has 31,000 square feet of carpet, and 2nd floor has 39,000. Project includes updates for carpet, demo and floor prep, moving, GC, insurance, fees, bonds, and contingency. In addition, some of the original furnishings, including all of the public access internet stations will be replaced, and is requested the first year for that purpose.

Project Justification

Since the building opened in 2004, more than 8,435,590 people have come through the doors (this number will easily surpass 10M before this project begins). The Library is a heavily visited public space in the heart of downtown, ongoing investment to keep the building looking good is necessary.

Urban Renewal Area (if applicable): (Choose From Below)

Planning Procees (if applicable): (Choose From Below)

Project Priority: (Choose From Below)

Estimated Project Cost Breakdown

Calendar Year	2019	2020	2021	2022	2023
Project Cost Breakdown	Re-estimated	\$ Amount	\$ Amount	\$ Amount	\$ Amount
Design	\$ -	\$ -	\$ 400,000	\$ 300,000	\$ -
Right-of-Way/Site	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -
Inspection	\$ -	\$ -	\$ -	\$ -	\$ -
Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Other (specify)	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated Project Cost	\$ -	\$ -	\$ 400,000	\$ 300,000	\$ -
Cost Estimated by:		Multi-Year Project Cost			
				\$	700,000

Operating Budget Impact

Annual Staffing Cost	\$ -	Annual Revenue Generated:	\$ -
Annual Utilities/Maint Cost	-		
Annual Supplies Cost	-	Life Expectancy (Years):	15

Operating Budget Impact Discussion:

This project will save minor costs associated with carpet repair less than \$10,000/year.

External Funding

Minority Impact

Description	Source	\$ Amount	Summarize Positive/Negative Impacts: The library serves all of the community equally, and this project will serve people of all economic needs and background.
	State/Federal	\$0	
	County	\$0	
	Other Grants	\$0	
	Donations	\$0	
	Other (Specify)	\$0	
Estimated Outside Funding		\$0	
			Census Tract Minority Population
			10.1% to 15.0%

Preliminary FY20 NOBU Budget:

Ongoing Items:

Personnel (Development Office & Bookmobile)

Book Festival

Collection support

Third Issue of the Window

Book Festival Support

Possible One-time Projects:

Additional Summer Reading Program Support (including every other year children's t-shirts).

Support for the planning stage of the carpet/furniture replacement.



Community & Access Services Help Desk & Bookmobile

Update for ICPL Board of Trustees

Prepared by Kara Logsden, September 2018

Ice Cream Socials

Library staff were at ten ICCSD elementary schools on August 21 for the annual Ice Cream Socials to welcome students back to school. 45 students and family members signed up for Library Cards and asked questions about Library services. We heard a lot of great stories from the schools where the Bookmobile visits.

Summer Reading Program Fine & Fee Waiving

Each summer Library staff waive up to \$25 of fines and fees for children in order to help them have a Library Card in good standing that can be used to check out reading materials in the summer. We know many children who are in living circumstances where they are unable to pay fines and fees and wait for this summer program in order to begin using their Library Card again.



This year we waived fines on 634 Library Accounts. The total amount waived was \$8,160 and the average amount waived was \$12.90. Studies show that fines generally do not affect on-time return of materials and disproportionately hurt children who are unable to pay. We appreciate this annual program and see first-hand the tremendous difference it makes for children in our community.

Summer Bookmobile

We had a great summer on the Bookmobile and averaged 10 checkouts per mile in June and July! This is up from 8 checkouts per mile last summer. The Bookmobile checked out 11,016 items at 301 stops June through August and had 6,277 visitors. The busiest stop was Mercer Park with 1,060 checkouts and 548 visitors. We also delivered 2,180 Holds from the Downtown Library to be picked up on the Bookmobile.

Highlights of the summer include a new stop at Weber Elementary. Each weekly Weber stop averaged over 50 visitors during the 45 minute stop. Many people from the neighborhood enjoyed gathering at the Bookmobile on Tuesday mornings. A couple young entrepreneurs noticed this and set-up lemonade stands during a couple Bookmobile stops. Another highlight was a bit of serendipity. Visits to Breckenridge and Forest View aligned with meals provided by the Neighborhood Centers of Johnson County. This brought even more visitors out to the Bookmobile.

The Fall Bookmobile Schedule started on August 27. We're visiting 7 retirement residences/care centers, 5 schools, 3 mobile home communities, and 6 community sites. We also offer monthly stops at 9 daycares in a rotating schedule on Wednesday mornings. All stops feature **FREE** parking next to the Bookmobile with the exception of the UI College of Medicine stop. Watch for the Bookmobile in the UI Homecoming Parade October 19.

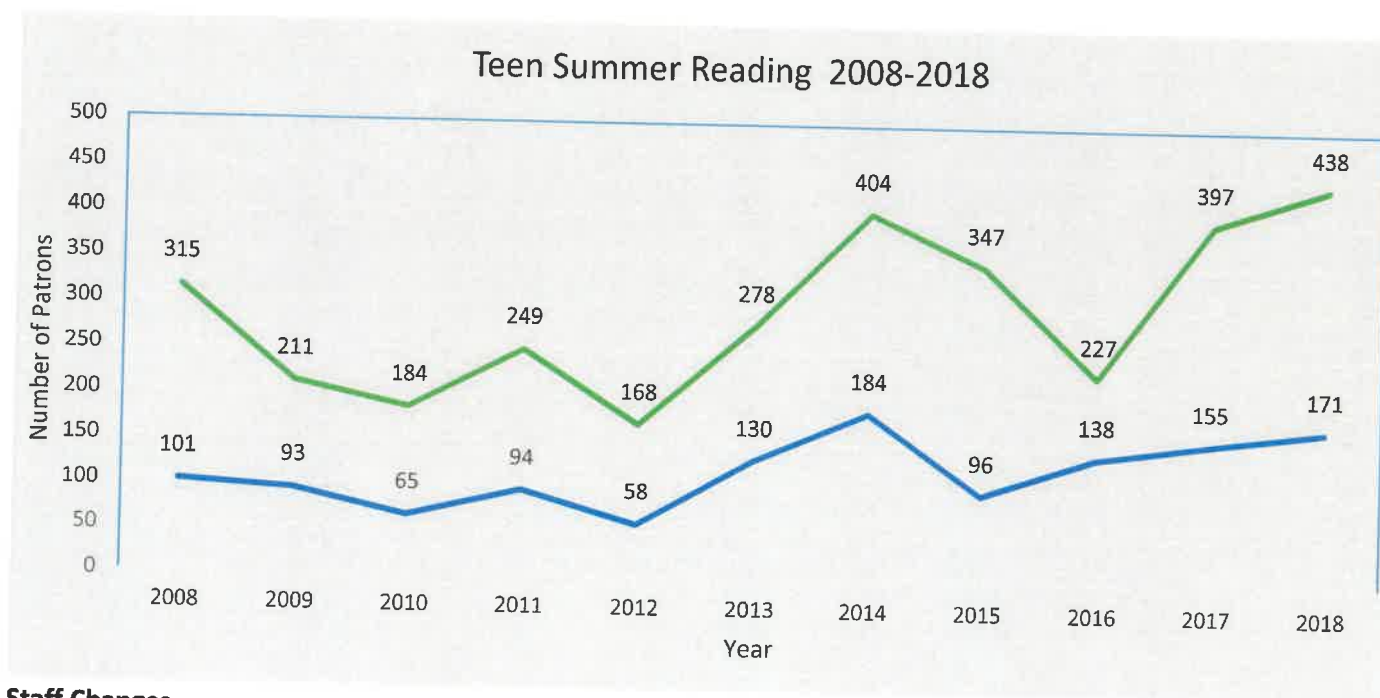
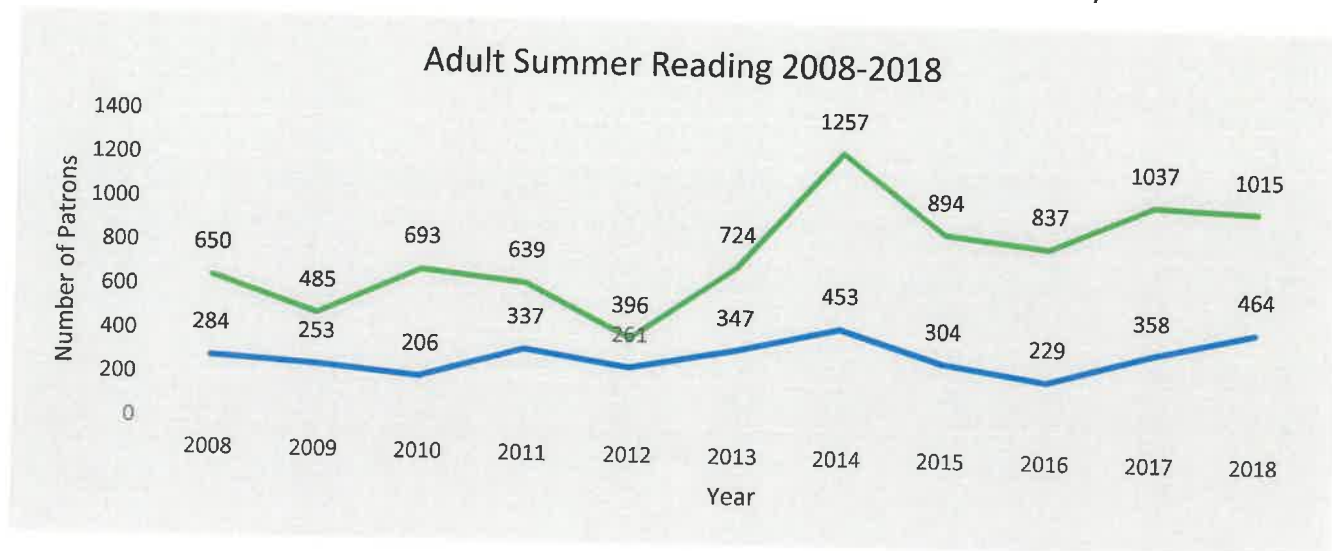
Library Card Sign-up Month

September is National Library Card sign-up month. We're celebrating with free Library Card replacements and proclamations from the Iowa City City Council and Johnson County Board of Supervisors. Everyone who signs up for a new Library Card receives a free magnet. We have also been scheduling staff at Noon on the Ped Mall once a week to encourage people to sign-up for a Library Card and to talk about Library resources.



Summer Reading Program Participation Increases

In July, I reported that Summer Reading was off to a great start and that programs were well attended for both Teens and Adults. The final tally for participants who registered for is in and it is better than last year!



Staff Changes

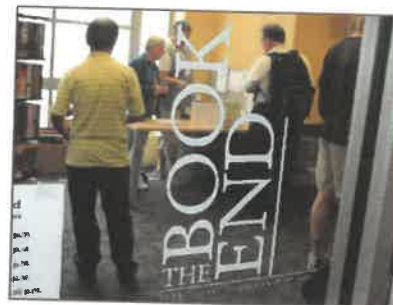
It is wonderful when staff changes are temporary staff members become permanent staff members. Lyndey Kelly finished her time as the Teen Intern earlier this summer when she was hired as a Library Assistant II in Collection Services. Her tenure there was short-lived. After two weeks into the position, she became the Library Assistant III in Adult Services, replacing Jen Eilers, who left for another library position at the West Liberty Public Library. With the Library Assistant II position now open, Colleen Kennedy, an Info Page, applied and was selected to fill that job. A new Teen Intern, Samantha (Sammi) McGuire was hired and is now getting to know our teen users. Jason Paulios, Senior Librarian, and in charge of the Info Pages is in search of three pages.

Development Office Report
Prepared for the Board of Trustees
Iowa City Public Library
by Patty McCarthy, Director of Development
September 27, 2018

Agenda Item 5C-1

All About the Book End

The Book End store is celebrating its 20th birthday this month. The store could not be as successful as it is without the thousands of donated books, CDs, and DVDs that are sold there, and the dedicated volunteers who “staff” the store.



The donations come from the public, as well as the Library. We always know when a new senior living center is opening and the end of the semester is close because so many people contact us about how to donate their treasured books. Living in a City of Literature introduces us to many people who are grateful to know that we will help find new readers for their personal libraries.

The Book End store raised more than \$32,000 for the Library Friends Foundation last year. A corps of some 48 loyal volunteers spend an average of five hours every month in the store. They cheerfully recommend books, shelve donations, and complete sales transactions.



Some of the volunteers also serve as members of the Book End Committee of the ICPL Friends Foundation Board of Directors. The committee works with us in the Development Office to review procedures, help recruit new volunteers, and make recommendations such as prices of the various items.

Prices range from 25¢ for children's and young adults books to \$4 for a hardcover donated by the public. There are different prices for books donated by the public and books donated by the library. The library “discards” are often very, very well read, and thus, priced lower than books donated by the public.

Donated books arrive by the box and bag full nearly every day at the Help Desk and the Book End. We welcome donations of books in great condition, hardcover and paperbacks, as well as CDs and DVDs in their original packaging.

While we cannot pick up donations from the community, if someone requests that because they have a big donation, we offer instead to meet them at their vehicle outside the library with a cart to help unload and bring the donation.

Before donated books go to the Book End, a volunteer enters the titles of fiction and nonfiction adult books in a database to enable us to track the number of donations as well as how long books remain on the shelves.

Three times annually, the store shelves are cleared of unsold books which then are offered at one of the three book sales in the library meeting rooms. If the book remains unsold after that opportunity, it is boxed and shipped to a company which purchases it from us for resale.



The Book End is an effective fundraiser for the Library Friends Foundation, provides interesting volunteer opportunities, and finds new readers for a lot of books. Happy 20th birthday to the Book End!

Candice Smith, Librarian at the Iowa City Public Library

Calling all artists, and lovers of art and children's books: we're about to have a couple of art-related events at Iowa City Public Library!

One is the annual Art Purchase Prize, a contest where the Library solicits, judges, and purchases original art from local artists. Winning pieces are added to our amazing Art-To-Go collection! Entries are currently being accepted through October 9. Judging will take place during the following two weeks.

The other exciting thing is that we are taking part in the Oct. 5 Gallery Walk. As part of our reimagining of space in the Children's Room, we've spiffed up all of the pieces in the much-beloved Hazel Westgate Collection of children's book art — new mats and backs, new Plexi, even new frames if needed. This collection got the attention and care it deserves so that it will last a long time, the pieces are being re-hung in new spots around the Children's Room, and we can't wait to show them to you!

Of course, if you're interested in being more hands-on in an artistic way, we've got an array of new books to choose from. If you want to try your hand at drawing, look for titles like "Everyday Sketching & Drawing" by Steven B. Reddy, "Draw Like the Masters" by Gabriel Martín, or "How to Draw Almost Every Day" by Kamo. If painting is more your style, check out "Watercolor Workshop" by Sasha Prood, "If You Can Doodle, You Can Paint" by Diane Culhane, or the classic "The Joy of Painting" by Bob Ross. If you want to go for something a little more unique, look for titles like "The Art of Spray Paint" by Lori Zimmer, "The Art of Map Illustration" by James Gulliver Hancock, "The Little Book of Manga Drawing" by Jeannie Lee and Samantha Whitten, or "Stick Sketch School: An Animal Artventure" by Billy Attinger and Rachel Kochackis. For those of you who prefer an iPad to a pad of paper, we have "Make Great Art on Your iPad: Paint, Draw, Share" by Alison Jardine.

If you want to be more of a viewer, we've got a great collection of art criticism books and exhibition catalogs. Some recent titles include "Modern Art in Detail: 75 Masterpieces" by Susie Hodge, "Great Paintings: the World's Masterpieces Explored and Explained" by Karen Hosack Janes, and for the kids, "A Journey Through Art: A Global History" by Aaron Rosen. Take an armchair visit to a gallery exhibition with catalogs like "Monet & Architecture" by Richard Thomson, "Art in the Age of the Internet: 1989 to Today" by Eva Respini, "Michael Jackson: On the Wall" by Nicholas Cullinan, or "Leonardo: Discoveries From Verrochio's Studio" by Laurence Kanter.

You can find all of these titles, and many more, at the Iowa City Public Library. Stop by to find out more about the Art Purchase Prize or the Gallery Walk, and make some artful gains along the way!

By Meredith Hines-Dochterman, Public Relations Specialist at the Iowa City Public Library

Food. Clothing. Shelter.

We've been taught that these are our three basic needs, but what most people don't realize — myself included — is that for many of the country's poverty-stricken individuals, it's a struggle to pay for just one of these necessities, let alone all three.

Take shelter, for instance. We've all heard the general rule not to spend more than 30 percent of our monthly gross income on housing. What Matthew Desmond found in "Evicted: Poverty and Profit in the American City" is that most low-income individuals spend a lot more than 30 percent. In addition to that, the homes they are scarcely able to afford — typically rental houses, apartment or trailers -- barely fit the definition of livable.

As the national debate on income inequality continues, here are some books available at the Iowa City Public Library that explore the growing trend of the unreachable American Dream:

"The Working Poor: Invisible in America" by David K. Shipler profiles individuals who are the definition of America's ideology. They work hard at honest jobs with the goal of gaining a better life. However, low income jobs and failure of government services that are supposed to help keep the cycle of poverty their only constant.

In "\$2.00 a Day: Living on Almost Nothing in America," authors Kathryn Edin and Luke Shaefer traveled the country to speak with families living in extreme poverty. Like the book title says, their research found that the number of American families living on \$2 per person, per day, has skyrocketed to one and a half million American households, and includes about three million children.

For some families and individuals, the answer to a better life isn't the place they call home, but somewhere new. "Nomadland: Surviving America in the Twenty-First Century" by Jessica Bruder explores the lives of those trying to make a living with seasonal employment. Bruder specifically focuses on those who worked all of their lives only to discover they couldn't afford retirement: transient older Americans.

Peter Edelman is the Carmack Waterhouse Professor of Law and Public Policy and the faculty director of the Center on Poverty and Inequality at Georgetown University Law Center. He's also the author of "Not a Crime to Be Poor: The Criminalization of Poverty in America." This book argues that current laws and practices, including money bail systems, fees and fines, are designed to exploit the poor.

It's not just lower income people struggling in today's economy. High living costs and stagnant wages place stability further away for even middle class families, as examined in "Squeezed: Why Our Families Can't Afford America" by Alissa Quart. Quart is executive editor of the Economic Hardship Reporting Project. Barbara Ehrenreich, author of "Nickel and Dimed: On (Not) Getting By in America," calls "Squeezed" brilliant, saying Quart not only examines the middle class's fall, she also offers solutions and hope.

You'll find these and similar titles in the nonfiction section of the Iowa City Public Library, located on the second floor.

To Restore Civil Society, Start With the Library

This crucial institution is being neglected just when we need it the most.

By Eric Klinenberg

Mr. Klinenberg is a sociologist.

Sept. 8, 2018

Is the public library obsolete?

A lot of powerful forces in society seem to think so. In recent years, declines in the circulation of bound books in some parts of the country have led prominent critics to argue that libraries are no longer serving their historical function. Countless elected officials insist that in the 21st century — when so many books are digitized, so much public culture exists online and so often people interact virtually — libraries no longer need the support they once commanded.

Libraries are already starved for resources. In some cities, even affluent ones like Atlanta, entire branches are being shut down. In San Jose, Calif., just down the road from Facebook, Google and Apple, the public library budget is so tight that users with overdue fees above \$10 aren't allowed to borrow books or use computers.

But the problem that libraries face today isn't irrelevance. Indeed, in New York and many other cities, library circulation, program attendance and average hours spent visiting are up. The real problem that libraries face is that so many people are using them, and for such a wide variety of purposes, that library systems and their employees are overwhelmed. According to a 2016 survey conducted by the Pew Research Center, about half of all Americans ages 16 and over used a public library in the past year, and two-thirds say that closing their local branch would have a "major impact on their community."

Libraries are being disparaged and neglected at precisely the moment when they are most valued and necessary. Why the disconnect? In part it's because the founding principle of the public library — that all people deserve free, open access to our shared culture and heritage — is out of sync with the market logic that dominates our world. But it's also because so few influential people understand the expansive role that libraries play in modern communities.

Libraries are an example of what I call “social infrastructure”: the physical spaces and organizations that shape the way people interact. Libraries don’t just provide free access to books and other cultural materials, they also offer things like companionship for older adults, de facto child care for busy parents, language instruction for immigrants and welcoming public spaces for the poor, the homeless and young people.

I recently spent a year doing ethnographic research in libraries in New York City. Again and again, I was reminded how essential libraries are, not only for a neighborhood’s vitality but also for helping to address all manner of personal problems.

For older people, especially widows, widowers and those who live alone, libraries are places for culture and company, through book clubs, movie nights, sewing circles and classes in art, current events and computing. For many, the library is the main place they interact with people from other generations.

For children and teenagers, libraries help instill an ethic of responsibility, to themselves and to their neighbors, by teaching them what it means to borrow and take care of something public, and to return it so others can have it too. For new parents, grandparents and caretakers who feel overwhelmed when watching an infant or a toddler by themselves, libraries are a godsend.

In many neighborhoods, particularly those where young people aren’t hyper-scheduled in formal after-school programs, libraries are highly popular among adolescents and teenagers who want to spend time with other people their age. One reason is that they’re open, accessible and free. Another is that the library staff members welcome them; in many branches, they even assign areas for teenagers to be with one another.

To appreciate why this matters, compare the social space of the library with the social space of commercial establishments like Starbucks or McDonald’s. These are valuable parts of the social infrastructure, but not everyone can afford to frequent them, and not all paying customers are welcome to stay for long.

Older and poor people will often avoid Starbucks altogether, because the fare is too expensive and they feel that they don’t belong. The elderly library patrons I got to know in New York told me that they feel even less welcome in the trendy new coffee shops, bars and restaurants that are so common in the city’s gentrifying neighborhoods. Poor and homeless library patrons don’t even consider entering these places. They know from experience that simply standing outside a high-end eatery can prompt managers to call the police. But you rarely see a police officer in a library.

This is not to say that libraries are always peaceful and serene. During the time I spent doing research, I witnessed a handful of heated disputes, physical altercations and other uncomfortable situations, sometimes involving people who appeared to be mentally ill or under the influence of drugs. But such problems are inevitable in a public institution that’s dedicated to open access,

especially when drug clinics, homeless shelters and food banks routinely turn away — and often refer to the library! — those who most need help. What's remarkable is how rarely these disruptions happen, how civilly they are managed and how quickly a library regains its rhythm afterward.

Agenda Item 5E-3

The openness and diversity that flourish in neighborhood libraries were once a hallmark of urban culture. But that has changed. Though American cities are growing more ethnically, racially and culturally diverse, they too often remain divided and unequal, with some neighborhoods cutting themselves off from difference — sometimes intentionally, sometimes just by dint of rising costs — particularly when it comes to race and social class.

Libraries are the kinds of places where people with different backgrounds, passions and interests can take part in a living democratic culture. They are the kinds of places where the public, private and philanthropic sectors can work together to reach for something higher than the bottom line.

This summer, Forbes magazine published an article arguing that libraries no longer served a purpose and did not deserve public support. The author, an economist, suggested that Amazon replace libraries with its own retail outlets, and claimed that most Americans would prefer a free-market option. The public response — from librarians especially, but also public officials and ordinary citizens — was so overwhelmingly negative that Forbes deleted the article from its website.

We should take heed. Today, as cities and suburbs continue to reinvent themselves, and as cynics claim that government has nothing good to contribute to that process, it's important that institutions like libraries get the recognition they deserve. It's worth noting that “liber,” the Latin root of the word “library,” means both “book” and “free.” Libraries stand for and exemplify something that needs defending: the public institutions that — even in an age of atomization, polarization and inequality — serve as the bedrock of civil society.

If we have any chance of rebuilding a better society, social infrastructure like the library is precisely what we need.

Eric Klinenberg (@EricKlinenberg), a professor of sociology and the director of the Institute for Public Knowledge at New York University, is the author of the forthcoming book “Palaces for the People: How Social Infrastructure Can Help Fight Inequality, Polarization, and the Decline of Civic Life,” from which this essay is adapted.

A version of this article appears in print on Sept. 8, 2018, on Page SR6 of the New York edition with the headline: Why Libraries Still Matter

[READ 417 COMMENTS](#)

The Washington Post

Opinions

Want to defend democracy? Start with your public library.

Agenda Item 5E-4



By Katrina vanden Heuvel



Katrina vanden Heuvel

Columnist covering national politics, progressive politics and movements, and foreign policy

Bio Follow

Columnist

September 18

In "Harry Potter and the Chamber of Secrets," the character Ron — channeling his friend Hermione — says to Harry Potter: "When in doubt, go to the library." In the United States today, there is plenty to doubt.

Complex arguments are being whittled down to 280 characters. And of course, the president has made more than 5,000 false or misleading statements in about 600 days. Just last week, he falsely claimed that 3,000 Puerto Ricans "did not die in the two hurricanes."

Lies have become too commonplace in the United States, so the American people need a place where they can go to get the truth. Ron is right. Go to your public library.

Public libraries provide information in an era of misinformation. They offer facts and nuance. They offer the opportunity for enlightenment. They offer every visitor the resources they need to find answers. The American Library Association reports that many public libraries are, for instance, "developing programs to help community members spot 'fake news' and evaluate information online."

It's not surprising, then, that in a time such as this, people are turning to their local library for information. Pew Research Center recently found that 87 percent of millennials say the library "helps them find information that is trustworthy and reliable." Seventy-four percent of baby boomers say the same.

It's also not surprising that the Trump administration doesn't seem to like libraries. Earlier this year, the administration moved to cut funding for the Institute of Museum and Library Services. In late August, the Senate, rebuffing the administration, approved a funding increase for the institute. As Sue Halpern, a scholar in residence at Middlebury College, explained in the Nation, the institute has been "crucial for sustaining libraries, especially those in struggling urban neighborhoods and rural areas."

In communities across the country, local libraries are struggling to stay open, and funding for local libraries is on the chopping block. Right now, in Mobile, Ala., a budget proposal is on the table that could lead to shorter hours or fewer programs within the library system there. If passed, the impact of such a cut would be significant. Scott Kinney, the director of the Mobile Public Library, stated, "We are probably the most widely used city and county resource."

Where communities have come together to defend this valuable resource, in places such as Fort Wayne, Ind., and Columbus, Miss., there has been some success. Boulder, Colo., is currently grappling with proposed budget cuts that would drop the Carnegie Library for Local History's hours from 25 to four each week. A coalition of local historians and researchers is pushing back, with activists peppering the library commission with emails and protesting at one of their meetings. Now, policymakers and staff in

Stories from The Lily

The Lily, a publication of The Washington Post, elevates stories about women.

How Elizabeth Olsen confronts traditional perceptions of grief in 'Sorry for Your Loss'



Perspective

These clinics used to provide abortions. Now they are owned by antiabortion activists.



The year of the woman candidate offers voters a series of 'firsts'



Boulder are working to rearrange the budget to keep the same library hours. "We heard loud and clear from community that Carnegie was too important to cut," Boulder Mayor Suzanne Jones said.

Public libraries are essential for communities. While the powers that be attack the humanities (and sometimes, it seems, humanity itself), libraries provide research materials and books that can foster awareness and understanding. They provide the underserved a chance to be served and a shared space for community members.

Teenagers head to the library after school to study. Seniors visit the library to socialize. And millions of Americans who may not have a quality Internet connection at home go to the library to get online. After all, almost every public library in the United States provides access to the Internet. Some libraries even provide career training and job preparation.

In his new book "Palaces for the People," recently reviewed by South Bend, Ind., Mayor Pete Buttigieg, sociologist Eric Klinenberg describes libraries as "the textbook example of social infrastructure in action." They are also a textbook example of democracy in action: Public libraries strive to be places where everyone is welcome and offer resources that everyone can access. They bring people together.

That is true in Joplin, Mo. In 2011, a tornado destroyed up to a quarter of Joplin. The local library was spared. Still, when the town rebuilt, it decided to build a new library in a section that was among the worst hit. The new library is about 23,000 square feet larger than the old one and has indoor and outdoor spaces for the community to gather. It's a symbol of rebirth for Joplin. Its slogan? "At the center of it all."

Public libraries are at the center of our communities and our democracy. At the same time, they are, as Klinenberg wrote in an op-ed for the New York Times, "out of sync with the market logic that dominates our world." That's a good thing. With so much inequality and balkanization, public libraries are critical within the public sphere and, when fully supported, represent the best of government at work. They uphold the virtues of equality and community. If your library is under threat, it's worth defending.

Read more from Katrina vanden Heuvel's archive or follow her on Twitter.

Read more:

The Post's View: More libraries are going fine-free. That's good for everyone.

Steve Barker: A library where everybody knows your name

Richard Reyes-Gavilan: How a public library set me free

Stephan Barker: Libraries help close the digital divide



Katrina vanden Heuvel

Katrina vanden Heuvel, editor and publisher of the Nation magazine, writes a weekly column for The Post. She has also edited or co-edited several books, including "The

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MasterCard Report

08-Sep-18

Vendor	Dept	Expense	Description	Amount
Amazon.com	10550140	455120	Misc Comp Hardware	\$273.50
Amazon.com	10550152	469320	Miscellaneous Supplies	\$124.97
Amazon.com	10550159	469320	Miscellaneous Supplies	\$600.73
Amazon.com	10550110	452010	Office Supplies	\$27.47
Amazon.com	10550110	469210	First Aid/Safety Supplies	\$57.48
American Button Machines	10550152	469320	Miscellaneous Supplies	\$47.35
B&H	10550152	469320	Miscellaneous Supplies	\$69.90
Bread Garden	10550152	469320	Miscellaneous Supplies	\$23.03
CHOMP	10550110	435055	Postage and Stamps	\$42.40
Constructive Play Things	10550210	477200	Toys	\$21.95
CVS Pharmacy	10550152	469320	Miscellaneous Supplies	\$25.81
Day Dreams Comics	10550430	469370	Paper Products/Certificate/Prizes	\$60.00
Facebook	10550159	435059	Advertising	\$43.43
Facebook	10550430	435059	Advertising	\$250.00
Haunted Bookshop	10550220	477040	Books (Cat/Ref)	\$16.00
Haunted Bookshop	10550420	469370	Paper Products/Certificate/Prizes	\$8.00
Hobby Lobby	10550430	469320	Miscellaneous Supplies	\$124.66
Hy-Vee	10550152	469320	Miscellaneous Supplies	\$34.23
Hy-Vee	10550152	469360	Food and Beverages	\$81.73
Hy-Vee	10550110	469360	Food and Beverages	\$31.17
Java House	10550110	469360	Food and Beverages	\$34.00
Jo-Ann Fabric	10550151	469320	Miscellaneous Supplies	\$56.84
Jon-Don	10550121	452040	Sanitation & Industrial Supplies	\$286.80
Met Opera Shop	10550220	477210	Non-Fiction Video-DVD	\$40.95
National Arts & Crafts Council	10550220	477020	Books (Cat/Circ)	\$33.45
Paypal	10550140	444080	Software Repair & Maintenance Services	\$18.70
PSC	10550121	466070	Other Maintenance Supplies	\$25.84
Tallgrass Business Resources	10550140	452010	Office Supplies	\$721.08
Tallgrass Business Resources	10550110	452010	Office Supplies	\$336.39
Tallgrass Business Resources	10550110	469210	First Aid/Safety Supplies	\$32.96
Wal-Mart	10550152	469320	Miscellaneous Supplies	\$9.54
Wal-Mart	10550430	469320	Miscellaneous Supplies	\$370.58
Zipporah Films, Inc.	10550220	477210	Non-Fiction Video-DVD	\$206.95
Zoom	10550140	444080	Software Repair & Maintenance Services	\$149.90

Grand Total

\$4,287.79



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CITY OF IOWA CITY
Library Disbursements: August 1 to August 31, 2018

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550110						
1000-10-25-550-550100-550110-000-0000-432080	Library Administration					
014353 ONE SOURCE THE BACKG PLUS4649-20180731	0		2019 2 INV P			2019 2 INV P
014353 ONE SOURCE THE BACKG PLUS4649VOL-20180731	0		2019 2 INV P			2019 2 INV P
				160.00	081018	7260 BACKGROUND CHECKS F
				240.00	081018	7260 BACKGROUND CHECKS F
				400.00		
				400.00		
1000-10-25-550-550100-550110-000-0000-435055						
010473 UNITED PARCEL SERVIC 000068774R328	0		2019 2 INV P			2019 2 INV P
				10.96	083118	208834 Admin/3 UPS Interne
010475 UNIVERSITY OF IOWA C 908184864DWLBKM	0		2019 2 INV P			208841 EMiller/ Mastercard
				42.40	083118	208841 EMiller/ Mastercard
012264 MAILBOXES OF IOWA CI 80118	0		2019 2 INV P			207711 Admin/2 ICPL Heavy
				29.34	081718	207711 Admin/2 ICPL Heavy
				82.70		
1000-10-25-550-550100-550110-000-0000-438130						
010482 VERIZON WIRELESS 9812546022	0		2019 2 INV P			208864 Admin/Monthly Charg
				93.83	083118	208864 Admin/Monthly Charg
010889 U S CELLULAR 0262904291	0		2019 2 INV P			208833 Admin/Monthly Cell
				150.32	083118	208833 Admin/Monthly Cell
				244.15		
1000-10-25-550-550100-550110-000-0000-449120						
011736 KONICA MINOLTA BUSIN 60183769	0		2019 2 INV P			208764 Admin/ Lease Paymen
				114.30	083118	208764 Admin/ Lease Paymen
011898 MAILFINANCE N7274665	0		2019 2 INV P			7436 Admin/ Lease Paymen
				758.31	082418	7436 Admin/ Lease Paymen
				872.61		
1000-10-25-550-550100-550110-000-0000-449160						
011736 KONICA MINOLTA BUSIN 253552036	0		2019 2 INV P			208978 Admin/ Quarterly Ma
				583.36	090718	208978 Admin/ Quarterly Ma
				583.36		
1000-10-25-550-550100-550110-000-0000-452010						
010475 UNIVERSITY OF IOWA C 908184864DWLBKM	0		2019 2 INV P			208841 EMiller/ Mastercard
				363.86	083118	208841 EMiller/ Mastercard
				363.86		
1000-10-25-550-550100-550110-000-0000-469210						
010475 UNIVERSITY OF IOWA C 908184864DWLBKM	0		2019 2 INV P			208841 EMiller/ Mastercard
				90.44	083118	208841 EMiller/ Mastercard
				90.44		
1000-10-25-550-550100-550110-000-0000-469360						
010475 UNIVERSITY OF IOWA C 908184864DWLBKM	0		2019 2 INV P			208841 EMiller/ Mastercard
				65.17	083118	208841 EMiller/ Mastercard
				65.17		

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CITY OF IOWA CITY
Library Disbursements: August 1 to August 31, 2018



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550121			ORG 10550110 TOTAL	2,702.29		
1000-10-25-550-550100-550120-131-0000-432040-010527	Library Bldg Maint. - Public Architectural Services	0	2019 2 INV P	115.00	082418	208127 FAC/ ICPL General C
	ACCOUNT TOTAL			115.00		
1000-10-25-550-550100-550120-131-0000-432080-TA90298	Other Professional Services	0	2019 2 INV P	2,182.57	082418	7462 FAC/Air Quality Tes
	ACCOUNT TOTAL			2,182.57		
1000-10-25-550-550100-550120-131-0000-438030-010319	Electricity	0	2019 2 INV P	12,873.27	083118	7665 MidAmbBilling 082920
	ACCOUNT TOTAL			12,873.27		
1000-10-25-550-550100-550120-131-0000-438070-010319	Heating Fuel/Gas	0	2019 2 INV P	13.45	082418	7438 MidAmbBilling 082220
010319	MIDAMERICAN ENERGY	0	2019 2 INV P	538.14	083118	7665 MidAmbBilling 082920
	ACCOUNT TOTAL			551.59		
1000-10-25-550-550100-550120-131-0000-438100-013663	Refuse Collection Charges	0	2019 2 INV P	120.00	090718	209027 Refuse & Recycling
	ACCOUNT TOTAL			120.00		
1000-10-25-550-550100-550120-131-0000-442010-010392	Other Building R&M Services	0	2019 2 INV P	791.66	083118	7680 FAC/14 Belts for Li
010392	RMB CO INC	0	2019 2 INV P	359.00	090718	7768 FAC/Children's Toll
	ACCOUNT TOTAL			1,150.66		
010981	JOE'S QUALITY WINDOW	0	2019 2 INV P	140.00	081018	206313 FAC/ Lower Outside
010981	JOE'S QUALITY WINDOW	0	2019 2 INV P	140.00	081718	207690 FAC/Library Lower O
010981	JOE'S QUALITY WINDOW	0	2019 2 INV P	140.00	091418	209199 FAC/Lower Outside W
	ACCOUNT TOTAL			420.00		
012238	OTIS ELEVATOR COMPAN	0	2019 2 INV P	175.00	081718	207724 Elevator Service an
014366	ORKIN LLC	0	2019 2 INV P	1,212.00	091418	209216 FAC/ Quarterly Bed
014457	A TECH INC	0	2019 2 INV P	72.00	083118	7613 FAC/ Monitoring 9/1
	ACCOUNT TOTAL			3,029.66		
1000-10-25-550-550100-550120-131-0000-442020	Structure R&M Services					

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
012238 OTIS ELEVATOR COMPAN CER05335718		0	2019 2 INV P	150.00 081718	207724	Elevator Service an
			ACCOUNT TOTAL	150.00		
1000-10-25-550-550100-550120-131-0000-445030						
010181 GREENERY DESIGNS 2679		0	Nursery Srvc-Lawn & Plant Care 2019 2 INV P	67.00 090718	208957	FAC/ August Interio
			ACCOUNT TOTAL	67.00		
1000-10-25-550-550100-550120-131-0000-445330						
014875 SHRED-IT USA LLC 8125388827		0	Other Waste Disposal 2019 2 INV P	170.25 090718	209030	FAC/Document Shredd
			ACCOUNT TOTAL	170.25		
1000-10-25-550-550100-550120-131-0000-449160						
010627 CINTAS CORPORATION 342792245		0	Other Rentals 2019 2 INV P	175.87 081018	206266	FAC/Sanitary Suppli
010627 CINTAS CORPORATION 342796420		0	2019 2 INV P	175.87 083118	208700	FAC/Sanitary Suppli
010627 CINTAS CORPORATION 342800584		0	2019 2 INV P	175.87 090718	208936	FAC/Sanitary Suppli
			ACCOUNT TOTAL	527.61		
1000-10-25-550-550100-550120-131-0000-452040						
010290 LENOX AND CILEK ACE 364334/3		0	Sanitation & Indust Supplies 2019 2 INV P	527.61		
010475 UNIVERSITY OF IOWA C 908180771		0	2019 2 INV P	971.66 081718	207705	FAC/Cleaning Suppli
010627 CINTAS CORPORATION 342792245		0	2019 2 INV P	286.80 083118	208837	BGehrke/ Mastercard
010627 CINTAS CORPORATION 342796420		0	2019 2 INV P	163.76 081018	206266	FAC/Sanitary Suppli
010627 CINTAS CORPORATION 342800584		0	2019 2 INV P	224.93 083118	208700	FAC/Sanitary Suppli
			ACCOUNT TOTAL	163.76 090718	208936	FAC/Sanitary Suppli
			ACCOUNT TOTAL	552.45		
1000-10-25-550-550100-550120-131-0000-463040						
010689 AQUA TECHNOLOGIES OF 8881		0	Water/Sewer Chemicals 2019 2 INV P	1,810.91		
			ACCOUNT TOTAL	473.50 091418	209153	FAC/5 Grease Trap E
1000-10-25-550-550100-550120-131-0000-466070						
010475 UNIVERSITY OF IOWA C 908180771		0	Other Maintenance Supplies 2019 2 INV P	473.50		
011399 ELECTRIC EQUIPMENT S 7227		0	2019 2 INV P	25.84 083118	208837	BGehrke/ Mastercard
			ACCOUNT TOTAL	287.04 091418	7825	FAC/ 96 Westinghouse
			ACCOUNT TOTAL	312.88		
			ORG 10550121 TOTAL	22,384.24		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550122						
1000-10-25-550-550100-550120-132-0000-442020-	Library Bldg Maint - Commercial					
012238 OTIS ELEVATOR COMPAN CER05335718	0	2019 2	INV P	150.00 081718	207724	Elevator Service an
			ACCOUNT TOTAL	150.00		
			ORG 10550122 TOTAL	150.00		
10550140						
1000-10-25-550-550100-550140-000-0000-432060	Library Computer Systems					
010525 ENCOMPASS IOWA LLC 8472	0	2019 2	INV P	925.00 081718	7315	IT/ IT Essentials -
			ACCOUNT TOTAL	925.00		
1000-10-25-550-550100-550140-000-0000-438140	Internet Fees					
010631 MEDIACOM 082018	0	2019 2	INV P	299.95 083118	208769	IT/Internet
010631 MEDIACOM 71418	0	2019 2	INV P	299.95 081018	206329	IT/Internet
				599.90		
011937 AUREON COMMUNICATION 0789005209.2018.08	0	2019 2	INV P	774.40 082418	208100	Internet Services
014293 IMON COMMUNICATIONS 1809688	0	2019 2	INV P	372.22 081018	206306	IT/Internet & Phone
014293 IMON COMMUNICATIONS 1827876	0	2019 2	INV P	364.82 083118	208738	IT/Internet & Phone
				737.04		
			ACCOUNT TOTAL	2,111.34		
1000-10-25-550-550100-550140-000-0000-444080	Software R&M Services					
010475 UNIVERSITY OF IOWA C 908180250	0	2019 2	INV P	168.60 083118	208839	BPalmer/ Mastercard
			ACCOUNT TOTAL	168.60		
1000-10-25-550-550100-550140-000-0000-444100	Hardware R&M Services					
010525 ENCOMPASS IOWA LLC 8442	0	2019 2	INV P	4,308.73 081018	7229	IT/Hardware Mainten
010525 ENCOMPASS IOWA LLC 8502	0	2019 2	INV P	1,175.97 083118	7643	IT/ILO for VM Serve
				5,484.70		
			ACCOUNT TOTAL	5,484.70		
1000-10-25-550-550100-550140-000-0000-452010	Office Supplies					
010475 UNIVERSITY OF IOWA C 908184864DMLEKM	0	2019 2	INV P	721.08 083118	208841	EMiller/ Mastercard
			ACCOUNT TOTAL	721.08		
1000-10-25-550-550100-550140-000-0000-455120	Misc Computer Hardware					
010475 UNIVERSITY OF IOWA C 908180250	0	2019 2	INV P	273.50 083118	208839	BPalmer/ Mastercard
012823 MNJ TECHNOLOGIES DIR 0003615261	0	2019 2	INV P	705.00 081718	207719	IT/15 Crucial 4 GB

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
012823 MNJ TECHNOLOGIES DIR 0003615262		0	2019	2	INV P	5,215.00	081718	207719 IT/ 7 HP Business D
012823 MNJ TECHNOLOGIES DIR 0003615263		0	2019	2	INV P	2,235.00	081718	207719 IT/3 HP Business D
012823 MNJ TECHNOLOGIES DIR 0003615733		0	2019	2	INV P	745.00	081718	207719 IT/ 1 HP Business D
012823 MNJ TECHNOLOGIES DIR 0003615734		0	2019	2	INV P	2,130.00	081718	207720 IT/4 HP Business D
012823 MNJ TECHNOLOGIES DIR 0003618108		0	2019	2	INV P	530.00	083118	208797 IT/ 10 AC Adapters
012823 MNJ TECHNOLOGIES DIR 0003618109		0	2019	2	INV P	850.00	083118	208797 IT/ 10 Drives for D
						12,410.00		
					ACCOUNT TOTAL	12,683.50		
10550151					ORG 10550140 TOTAL	22,094.22		
1000-10-25-550-550100-550150-351-0000-445140- 010050 TRU ART 66257CM	Lib Public Services - Adults Outside Printing	0	2019	2	CRM P	-215.45	090718	209038 AD/ 1,550 Adult/Tee
010050 TRU ART 66663SRP		0	2019	2	INV P	122.00	081718	207764 AD/500 Adult SRP Ga
						-93.45		
010373 PIP PRINTING 97824		0	2019	2	INV P	80.00	091418	7862 AD/1,000 Local Musi
					ACCOUNT TOTAL	-13.45		
1000-10-25-550-550100-550150-351-0000-449280- 010774 MOTION PICTURE LICEN 504165070	Misc Services & Charges	0	2019	2	INV P	245.10	090718	208999 AD/Motion Picture L
					ACCOUNT TOTAL	245.10		
1000-10-25-550-550100-550150-351-0000-469320- 010475 UNIVERSITY OF IOWA C 908180227	Miscellaneous Supplies	0	2019	2	INV P	56.84	083118	208835 Mclark/ Mastercard
					ACCOUNT TOTAL	56.84		
10550152					ORG 10550151 TOTAL	288.49		
1000-10-25-550-550100-550150-352-0000-432080- 010211 HYVEE FOOD STORE 07271288	Lib Public Services - Children Other Professional Services	0	2019	2	INV P	50.00	081718	207676 CHI/7/27 SRP Progra
010261 IOWA STATE UNIVERSIT 102970		0	2019	2	INV P	245.53	082418	208156 CHI/ ISU Insect Zoo
015061 FUNNY NUGGETS LLC 91518		0	2019	2	INV P	225.00	090718	208952 CHI/Comedy Workshop
015118 PEARSON, KRISTINA CO 8918KP		0	2019	2	INV P	300.00	082418	208207 CHI/Iowa State Fair
					ACCOUNT TOTAL	820.53		
1000-10-25-550-550100-550150-352-0000-469320- 010019 AERO RENTAL 206377SRP	Miscellaneous Supplies	0	2019	2	INV P	126.50	082418	7393 CHI/ICPL SRP State
010125 BLICK ART MATERIALS 220507		0	2019	2	INV P	19.89	091418	209161 CHI/ 6 Prang Wasabl

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010475 UNIVERSITY OF IOWA C 908180235		0	2019	2	INV P	92.61 083118	208840	APIlkington/ Master
010475 UNIVERSITY OF IOWA C 908184864DMLBKM		0	2019	2	INV P	242.22 083118	208841	EMiller/ Mastercard
						334.83		
					ACCOUNT TOTAL	481.22		
1000-10-25-550-550100-550150-352-0000-469360-								
010475 UNIVERSITY OF IOWA C 908180235		0	2019	2	INV P	81.73 083118	208840	APIlkington/ Master
					ACCOUNT TOTAL	81.73		
10550159					ORG 10550152 TOTAL	1,383.48		
1000-10-25-550-550100-550150-359-0000-435059-	Lib							
010475 UNIVERSITY OF IOWA C 908181910	Public Svcs-Comm Access	0	2019	2	INV P	43.43 083118	208836	KLodgsden/ Mastercard
	Advertising							
011328 LITTLE VILLAGE MAGAZ 6166		0	2019	2	INV P	90.00 082418	7433	CAS&MiscG/Quarter P
011328 LITTLE VILLAGE MAGAZ 6179		0	2019	2	INV P	1,000.00 083118	7658	CAS/Best Place to R
						1,090.00		
					ACCOUNT TOTAL	1,133.43		
1000-10-25-550-550100-550150-359-0000-445140-								
010050 TRU ART	Outside Printing	0	2019	2	INV P	540.00 090718	209038	CAS/2,000 ICPC BKM
010050 TRU ART		0	2019	2	INV P	757.50 081718	207763	CAS/3,000 Love Your
010050 TRU ART		0	2019	2	INV P	366.00 082418	208238	CAS/ 1,500 Fall BKM
						1,663.50		
010373 PIP PRINTING		0	2019	2	INV P	347.50 091418	7862	CAS/1 Photo Stand
010373 PIP PRINTING		0	2019	2	INV P	67.75 081718	7350	CAS/2 BKM Posters
010373 PIP PRINTING		0	2019	2	INV P	96.45 081718	7350	CAS/ Library Card S
010373 PIP PRINTING		0	2019	2	INV P	57.00 083118	7673	CAS/ 1,000 At Home
010373 PIP PRINTING		0	2019	2	INV P	97.56 091418	7862	CAS/2 Super Librari
						666.26		
					ACCOUNT TOTAL	2,329.76		
1000-10-25-550-550100-550150-359-0000-448030-								
010467 U OF IA	Community Events Funding	0	2019	2	INV P	200.00 091418	209243	CAS/ 2018 One Commu
						200.00		
					ACCOUNT TOTAL	200.00		
1000-10-25-550-550100-550150-359-0000-454020-								
012407 BOOK PAGE	Subscriptions	0	2019	2	INV P	528.00 083118	208697	CAS/Bookpage 12 Mon
						528.00		
					ACCOUNT TOTAL	528.00		

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Library Disbursements: August 1 to August 31, 2018



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550100-550150-359-0000-469320-010125 BLICK ART MATERIALS 220065		0	Miscellaneous Supplies 2019 2 INV P	22.16 091418	209161	CAS/Black Foamboard
010475 UNIVERSITY OF IOWA C 908184864DMLBKM		0	2019 2 INV P	600.73 083118	208841	EMiller/ Mastercard
			ACCOUNT TOTAL	622.89		
10550160			ORG 10550159 TOTAL	4,814.08		
1000-10-25-550-550100-550160-000-0000-445270-010509 BAKER & TAYLOR INC C 200055072018V		0	Library Collection Services Library Material R&M Services 2019 2 INV P	1,420.19 081718	207631	LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK 1018649		0	2019 2 INV P	3.97 082418	7401	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC 75929907		0	2019 2 INV P	7.95 081718	7356	LIBRARY MATERIALS
011068 OVERDRIVE INC MR0137018138214		0	2019 2 INV P	148.00 081718	207728	LIBRARY MATERIALS
			ACCOUNT TOTAL	1,580.11		
1000-10-25-550-550100-550160-000-0000-445290-010535 HOUCHEB BINDERY LTD 238839		0	Book Binding 2019 2 INV P	46.30 081718	207669	LIBRARY MATERIALS
			ACCOUNT TOTAL	46.30		
1000-10-25-550-550100-550160-000-0000-469110-010546 MIDWEST TAPE 96237697		0	Misc Processing Supplies 2019 2 INV P	33.60 081718	207715	LIBRARY MATERIALS
010546 MIDWEST TAPE 96314976		0	2019 2 INV P	26.40 082418	208179	LIBRARY MATERIALS
			ACCOUNT TOTAL	60.00		
10550210			ORG 10550160 TOTAL	60.00		
1000-10-25-550-550200-550210-000-0000-4777020-010509 BAKER & TAYLOR INC C 2033850568		0	Library Children's Materials Books (Cat/Cir) 2019 2 INV P	36.61 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033851444		0	2019 2 INV P	439.68 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033852171		0	2019 2 INV P	18.98 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033852509		0	2019 2 INV P	679.69 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033857610		0	2019 2 INV P	204.11 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033858385		0	2019 2 INV P	58.18 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033861673		0	2019 2 INV P	327.27 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033865659		0	2019 2 INV P	462.79 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033865720		0	2019 2 INV P	58.85 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033868986		0	2019 2 INV P	99.73 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033871163		0	2019 2 INV P	12.76 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033873720		0	2019 2 INV P	439.68 081718	207631	LIBRARY MATERIALS
			ACCOUNT TOTAL	1,686.41		

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010509 BAKER & TAYLOR INC C 2033876819		0	2019	2	INV P	34.64	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033884332		0	2019	2	INV P	302.34	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033887548		0	2019	2	INV P	92.85	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033893606		0	2019	2	INV P	26.02	208692	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033896193		0	2019	2	INV P	709.90	208692	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033896261		0	2019	2	INV P	99.49	208692	LIBRARY MATERIALS
						4,288.95		
010514 AMAZON	66528081018	0	2019	2	INV P	35.00	208098	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35526175		0	2019	2	INV P	72.37	206307	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35560137		0	2019	2	INV P	74.67	206307	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35568382		0	2019	2	INV P	128.67	207679	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35605407		0	2019	2	INV P	35.05	207679	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35623241		0	2019	2	INV P	47.12	207679	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35643400		0	2019	2	INV P	39.87	207679	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35658272		0	2019	2	INV P	41.17	207679	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35664605		0	2019	2	INV P	26.98	207679	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35694493		0	2019	2	INV P	12.36	208148	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35726265		0	2019	2	INV P	82.09	208148	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35763644		0	2019	2	INV P	5.72	208148	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35769747		0	2019	2	INV P	27.88	208148	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35808436		0	2019	2	INV P	66.88	208739	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35852219		0	2019	2	INV P	130.55	208739	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35856329		0	2019	2	INV P	45.99	208739	LIBRARY MATERIALS
						837.37		
010558 WESTON WOODS	17486298	0	2019	2	INV P	24.95	208330	LIBRARY MATERIALS
013692 MULTICULTURAL BOOKS 18-0844B		0	2019	2	INV P	208.55	208190	LIBRARY MATERIALS
ACCOUNT TOTAL						5,394.82		
Downloadable-eBooks								
2019 2 INV P						206.40	208194	LIBRARY MATERIALS
2019 2 INV P						474.72	208194	LIBRARY MATERIALS
2019 2 INV P						693.40	208194	LIBRARY MATERIALS
						1,374.52		
ACCOUNT TOTAL						1,374.52		
Fiction Audio-CD								
2019 2 INV P						8.21	207631	LIBRARY MATERIALS
2019 2 INV P						25.99	7296	LIBRARY MATERIALS
2019 2 INV P						31.99	208179	LIBRARY MATERIALS
2019 2 INV P						31.49	7451	LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010880 RANDOM HOUSE INC	1080717014	0	2019	2	INV P	295.50	207748	LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1080801429	0	2019	2	INV P	41.25	208218	LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1080826100	0	2019	2	INV P	41.25	208218	LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1080879970	0	2019	2	INV P	28.50	208218	LIBRARY MATERIALS
						406.50		
					ACCOUNT TOTAL	504.18		
1000-10-25-550-550200-550210-000-0000-477110								
010509 BAKER & TAYLOR INC C H00635980		0	2019	2	INV P	20.56	207632	LIBRARY MATERIALS
					ACCOUNT TOTAL	20.56		
1000-10-25-550-550200-550210-000-0000-477120								
010509 BAKER & TAYLOR INC C 2033861673		0	2019	2	INV P	15.99	206257	LIBRARY MATERIALS
010558 WESTON WOODS	17424250	0	2019	2	INV P	48.90	208047	LIBRARY MATERIALS
					ACCOUNT TOTAL	64.89		
1000-10-25-550-550200-550210-000-0000-477160								
010509 BAKER & TAYLOR INC C B94378070		0	2019	2	INV P	210.41	207632	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C B94571380		0	2019	2	INV P	5.25	207632	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C B94616260		0	2019	2	INV P	7.24	207632	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H00492930		0	2019	2	INV P	21.74	207632	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H01181900		0	2019	2	INV P	28.94	208103	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H01224350		0	2019	2	INV P	14.49	208103	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H01654500		0	2019	2	INV P	86.71	208693	LIBRARY MATERIALS
					ACCOUNT TOTAL	374.78		
010546 MIDWEST TAPE	96335391	0	2019	2	INV P	18.74	208179	LIBRARY MATERIALS
					ACCOUNT TOTAL	393.52		
1000-10-25-550-550200-550210-000-0000-477200								
010475 UNIVERSITY OF IOWA C 908180292		0	2019	2	INV P	21.95	208838	AMangano/ Mastercar
					ACCOUNT TOTAL	21.95		
1000-10-25-550-550200-550210-000-0000-477220								
010536 INGRAM LIBRARY SERVI 35560137		0	2019	2	INV P	265.94	206307	LIBRARY MATERIALS
					ACCOUNT TOTAL	265.94		
1000-10-25-550-550200-550210-000-0000-477230								
013692 MULTICULTURAL BOOKS 18-0844B		0	2019	2	INV P	74.70	208190	LIBRARY MATERIALS
					ACCOUNT TOTAL	74.70		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550220			ORG 10550210 TOTAL	8,115.08		
1000-10-25-550-550220-000-0000-477020	Library Adult Materials					
010475 UNIVERSITY OF IOWA C 908180292	Books (Cat/Cir)	0	2019 2 INV P			
010509 BAKER & TAYLOR INC C 0003111696		0	2019 2 CRM P	33.45 083118	208838	AMangano/ Mastercar
010509 BAKER & TAYLOR INC C 2033850568		0	2019 2 INV P	-23.75 082418	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033851444		0	2019 2 INV P	216.64 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033855916		0	2019 2 INV P	929.94 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033857610		0	2019 2 INV P	146.15 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033858198		0	2019 2 INV P	318.74 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033858210		0	2019 2 INV P	20.14 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033858237		0	2019 2 INV P	33.07 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033860475		0	2019 2 INV P	42.84 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033861673		0	2019 2 INV P	139.68 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033865657		0	2019 2 INV P	660.38 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033865698		0	2019 2 INV P	524.42 081018	206257	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033865718		0	2019 2 INV P	34.28 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033865866		0	2019 2 INV P	313.16 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033871163		0	2019 2 INV P	58.75 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033873720		0	2019 2 INV P	1,310.54 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033877084		0	2019 2 INV P	646.04 081718	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033877090		0	2019 2 INV P	529.92 082418	207631	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033887437		0	2019 2 INV P	159.04 082418	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033887464		0	2019 2 INV P	105.84 082418	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033890342		0	2019 2 INV P	82.24 082418	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033893606		0	2019 2 INV P	392.89 083118	208102	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033894689		0	2019 2 INV P	202.62 083118	208692	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033896259		0	2019 2 INV P	963.57 083118	208692	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033896307		0	2019 2 INV P	89.41 083118	208692	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033900009		0	2019 2 INV P	446.73 083118	208692	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2033903235		0	2019 2 INV P	165.68 083118	208692	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 5015101775		0	2019 2 INV P	140.24 083118	208692	LIBRARY MATERIALS
				217.35 083118	208691	LIBRARY MATERIALS
010519 BRODART CO	B5395196	0	2019 2 INV P	8,866.55		
010520 CENTER POINT PUBLISH	1608487	0	2019 2 INV P	104.91 083118	7625	LIBRARY MATERIALS
010531 GALE GROUP	64114111	0	2019 2 INV P	134.82 082418	208109	LIBRARY MATERIALS
010531 GALE GROUP	64229723	0	2019 2 INV P	47.23 081018	206288	LIBRARY MATERIALS
010531 GALE GROUP	64229724	0	2019 2 INV P	44.20 083118	208717	LIBRARY MATERIALS
010531 GALE GROUP	64229728	0	2019 2 INV P	308.14 083118	208717	LIBRARY MATERIALS
010531 GALE GROUP	64259211	0	2019 2 INV P	77.97 083118	208717	LIBRARY MATERIALS
				78.72 083118	208717	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35526175	0	2019 2 INV P	556.26		
010536 INGRAM LIBRARY SERVI	35560137	0	2019 2 INV P	29.73 081018	206307	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35568382	0	2019 2 INV P	103.38 081018	206307	LIBRARY MATERIALS
				42.58 081718	207679	LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010536 INGRAM LIBRARY SERVI	35594472	0	2019	2	INV P	90.46	081718	207679 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35605407	0	2019	2	INV P	65.32	081718	207679 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35623241	0	2019	2	INV P	201.69	081718	207679 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35643400	0	2019	2	INV P	52.77	081718	207679 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35658272	0	2019	2	INV P	23.99	081718	207679 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35726265	0	2019	2	INV P	53.54	082418	208148 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35726266	0	2019	2	INV P	29.98	081718	207679 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35769747	0	2019	2	INV P	25.73	082418	208148 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35797251	0	2019	2	INV P	29.23	083118	208739 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35808436	0	2019	2	INV P	53.46	083118	208739 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	35852219	0	2019	2	INV P	163.37	083118	208739 LIBRARY MATERIALS
						965.23		
010978 TSAI FONG BOOKS INC	1781	0	2019	2	INV P	188.95	082418	208239 LIBRARY MATERIALS
					ACCOUNT TOTAL	10,850.17		
1000-10-25-550-550200-550220-000-0000-477040					Books (Cat/Reference)			
010475 UNIVERSITY OF IOWA C	908180292	0	2019	2	INV P	16.00	083118	208838 AMangano/ Mastercar
					ACCOUNT TOTAL	16.00		
1000-10-25-550-550200-550220-000-0000-477070					Downloadable-eBooks			
011068 OVERDRIVE INC	01370C018134007	0	2019	2	INV P	40.00	081018	206346 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C018135468	0	2019	2	INV P	160.88	081718	207728 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C018135469	0	2019	2	INV P	416.95	081718	207728 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C018138859	0	2019	2	INV P	760.56	081718	207728 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C018139255	0	2019	2	INV P	115.00	081718	207728 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C018142482	0	2019	2	INV P	523.37	082418	208194 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C018142798	0	2019	2	INV P	111.00	082418	208194 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C018146682	0	2019	2	INV P	44.99	083118	208802 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA1813244	0	2019	2	INV P	254.96	082418	208194 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18133332	0	2019	2	INV P	65.00	081018	206346 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18136838	0	2019	2	INV P	20.99	081718	207728 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18141017	0	2019	2	INV P	311.00	082418	208194 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18141018	0	2019	2	INV P	65.00	082418	208194 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18144944	0	2019	2	INV P	60.00	083118	208802 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18145981	0	2019	2	INV P	20.99	083118	208802 LIBRARY MATERIALS
					ACCOUNT TOTAL	2,970.69		
1000-10-25-550-550200-550220-000-0000-477100					Fiction Audio-CD			
010518 BLACKSTONE AUDIOBOOK	1018205	0	2019	2	INV P	40.00	081718	7296 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	1019097	0	2019	2	INV P	111.48	081718	7296 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	1020137	0	2019	2	INV P	40.00	083118	7624 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	1022926	0	2019	2	INV P	40.00	081718	7296 LIBRARY MATERIALS
					ACCOUNT TOTAL	231.48		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010546 MIDWEST TAPE	96327438	0	2019	2	INV P	47.99	082418	208179 LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1080453650	0	2019	2	INV P	90.00	081718	207748 LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1080544536	0	2019	2	INV P	33.75	081718	207748 LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1080595717	0	2019	2	INV P	26.25	081718	207748 LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1080673924	0	2019	2	INV P	60.00	081718	207748 LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1081144706	0	2019	2	INV P	37.50	083118	208814 LIBRARY MATERIALS
						247.50		
ACCOUNT TOTAL						526.97		
1000-10-25-550-550220-000-0000-477110								
010509 BAKER & TAYLOR INC	C H00237360	0	2019	2	INV P	243.81	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00237370	0	2019	2	INV P	18.36	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00492880	0	2019	2	INV P	32.32	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00635980	0	2019	2	INV P	38.82	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00791460	0	2019	2	INV P	8.50	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01078400	0	2019	2	INV P	13.95	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01382460	0	2019	2	INV P	22.76	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01401710	0	2019	2	INV P	19.08	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01526440	0	2019	2	INV P	18.36	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01627010	0	2019	2	INV P	12.48	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H02591860	0	2019	2	INV P	72.81	083118	208693 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H02870700	0	2019	2	INV P	18.62	083118	208693 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H02978970	0	2019	2	INV P	18.60	083118	208693 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H02999240	0	2019	2	INV P	7.25	083118	208693 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C Q29435930	0	2019	2	INV P	9.54	081718	207632 LIBRARY MATERIALS
						555.26		
010546 MIDWEST TAPE	96294793	0	2019	2	INV P	22.48	081718	207715 LIBRARY MATERIALS
010546 MIDWEST TAPE	96311137	0	2019	2	INV P	18.74	081718	207715 LIBRARY MATERIALS
010546 MIDWEST TAPE	96327436	0	2019	2	INV P	12.74	082418	208179 LIBRARY MATERIALS
						53.96		
ACCOUNT TOTAL						609.22		
1000-10-25-550-550220-000-0000-477160								
010509 BAKER & TAYLOR INC	C B00015020	0	2019	2	INV P	14.46	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C B94378070	0	2019	2	INV P	150.16	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C B94571380	0	2019	2	INV P	7.24	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C B94616260	0	2019	2	INV P	203.53	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C B94860600	0	2019	2	INV P	408.99	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00195580	0	2019	2	INV P	39.93	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00492930	0	2019	2	INV P	630.46	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00694160	0	2019	2	INV P	18.11	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H00899630	0	2019	2	INV P	21.71	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01078450	0	2019	2	INV P	338.26	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01224350	0	2019	2	INV P	135.36	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H01654500	0	2019	2	INV P	212.26	083118	208693 LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C H01705700		0	2019	2	INV P	608.64	083118	208693 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H02128640		0	2019	2	INV P	5.25	083118	208693 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H02147350		0	2019	2	INV P	18.10	083118	208693 LIBRARY MATERIALS
						2,812.46		
010546 MIDWEST TAPE	96335391	0	2019	2	INV P	18.74	082418	208179 LIBRARY MATERIALS
010546 MIDWEST TAPE	96352437	0	2019	2	INV P	22.49	083118	208771 LIBRARY MATERIALS
						41.23		
						2,853.69		
1000-10-25-550-550200-550220-000-0000-477210								
010475 UNIVERSITY OF IOWA C 908180292		0	2019	2	INV P	247.90	083118	208838 Amangano/ Mastercar
010509 BAKER & TAYLOR INC C B94378070		0	2019	2	INV P	244.23	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C B94690320		0	2019	2	INV P	14.46	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H00195580		0	2019	2	INV P	43.46	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H00319950		0	2019	2	INV P	12.32	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H00492930		0	2019	2	INV P	43.46	081718	207632 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H00899630		0	2019	2	INV P	15.91	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H01224350		0	2019	2	INV P	21.71	082418	208103 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C H01654500		0	2019	2	INV P	7.24	083118	208693 LIBRARY MATERIALS
						402.79		
010551 RECORDED BOOKS LLC	75935725	0	2019	2	INV P	160.75	082418	7451 LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75938924	0	2019	2	INV P	160.75	083118	7677 LIBRARY MATERIALS
						321.50		
						972.19		
1000-10-25-550-550200-550220-000-0000-477220								
010536 INGRAM LIBRARY SERVI 35560137		0	2019	2	INV P	180.45	081018	206307 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35594472		0	2019	2	INV P	37.99	081718	207679 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 35852219		0	2019	2	INV P	189.96	083118	208739 LIBRARY MATERIALS
						408.40		
						408.40		
1000-10-25-550-550200-550220-000-0000-477230								
010518 BLACKSTONE AUDIOBOOK 1018460		0	2019	2	INV P	78.99	081718	7296 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK 1018764		0	2019	2	INV P	78.99	081718	7296 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK 1020137		0	2019	2	INV P	40.00	083118	7296 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK 1021811		0	2019	2	INV P	40.00	081718	7296 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK 1022950		0	2019	2	INV P	40.00	081718	7296 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK 1025082		0	2019	2	INV P	40.00	082418	7401 LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK 1025911		0	2019	2	INV P	40.00	083118	7624 LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010546 MIDWEST TAPE	96294792	0	2019	2	INV P	357.98		
010546 MIDWEST TAPE	96311139	0	2019	2	INV P	84.98	207715	LIBRARY MATERIALS
010546 MIDWEST TAPE	96327438	0	2019	2	INV P	39.99	207715	LIBRARY MATERIALS
						29.99	208179	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	759337801	0	2019	2	INV P	154.96		
						35.09	7677	LIBRARY MATERIALS
						548.03		
1000-10-25-550-550220-000-0000-477250					ACCOUNT TOTAL			
011068 OVERDRIVE INC	01370CO18135473	0	2019	2	INV P	563.49	207728	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO18138829	0	2019	2	INV P	123.50	207728	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO18138860	0	2019	2	INV P	557.42	207728	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO18139245	0	2019	2	INV P	76.00	207728	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO18140026	0	2019	2	INV P	241.92	207728	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO18142483	0	2019	2	INV P	358.96	208194	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO18142797	0	2019	2	INV P	174.99	208194	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA1813244	0	2019	2	INV P	67.99	208194	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18141017	0	2019	2	INV P	202.98	208194	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA18144944	0	2019	2	INV P	119.98	208802	LIBRARY MATERIALS
						2,487.23		
015034 KANOPY INC	132204	0	2019	2	INV P	1,006.00	206316	LIBRARY MATERIALS
					ACCOUNT TOTAL	3,493.23		
					ORG 10550220 TOTAL	23,248.59		
					TOTAL:	86,866.88		

Robin Paetzold, President

Janet Freeman, Secretary