

IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240
319-356-5200 • icpl.org

BOARD OF TRUSTEES

AGENDA

5:00 pm – 2nd floor Board Room

November 21, 2019

Wesley Beary, President

John Beasley, Secretary

Kellee Forkenbrock

Derek Johnk

Carol Kirsch, Vice-President

Robin Paetzold

Tom Rocklin

Hannah Shultz

Monique Washington

1. Call Meeting to Order.

2. Public Discussion.

3. Items to be discussed.

A. Policy Review: 601: Collection Development.

Comment: This is a regularly scheduled policy review. Board approval required.

4. 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.

5. President's Report.

6. Announcements from Members.

7. Committee Reports.

A. Foundation Members.

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.

8. Communications.

9. Consent Agenda.

- A. Approve Regular Minutes of Library Board of Trustees October 24, 2019 meeting.
- B. Approve Disbursements for October, 2019.

10. Set Agenda Order for December Meeting.

11. Adjournment.

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Iowa City Public Library Meeting Agendas and Other Significant Events		
NOVEMBER 21, 2019	DECEMBER 19, 2019	JANUARY 23, 2020
Policy Review: 601: Collection Development Departmental Reports: AS, CAS	Policy Review: 702: Library Programming 703: Cable TV Channel Programming Departmental Reports: CH, CLS, IT OTHER: 12/7: Craft Bazaar 12/13: Inservice Day	6-month Strategic Planning Update Policy Review: 802: Confidentiality of Library Records Review 2 nd Quarter Goals/Statistics and Financials Departmental Reports: AS, CAS
FEBRUARY 27, 2020	MARCH 26, 2020	APRIL 23, 2020
Appoint Nominating Committee Set Calendar for Next Fiscal Year Departmental Reports: CH, CLS, IT	Policy Review: 815: Internet Use Departmental Reports: AS, CAS	President Appoints to Foundation Board Review 3 rd Quarter Statistics and Financials Election of Officers Departmental Reports: CH, CLS, IT
MAY 28, 2020	JUNE 25, 2020	JULY 23, 2020
Policy Review: 705: Naming and Recognition Departmental Reports: AS, CAS	Develop Ideas for Board Annual Report Departmental Reports: CH, CLS, IT	Review Board Annual Report Appoint Committee to Evaluate Director Strategic Planning Update Departmental Reports: AS, CAS
AUGUST 27, 2020	SEPTEMBER 24, 2020	OCTOBER 22, 2020
Review Annual Staff Report Adopt NOBU Budget Review 4 th Quarter Statistics and Financials Departmental Reports: CH, CLS, IT	Budget Discussion Departmental Reports: AS, CAS	Budget Discussion Review 1 st Quarter Statistics and Financials Departmental Reports: CH, CLS, IT

601 Collection Development Policy

The Collection Development Policy serves as an overall guide to our staff on what we select, what we keep, and what we discard. It provides information to our patrons interested in how we manage the collection. This is a routine, three-year policy review, last revised in 2016. The committee recommending changes consists of our selection staff of six librarians and the Collection Services Coordinator.

Main Issues:

Framing the Purpose of the Collection

Selection librarians recommend adding a statement at the beginning of the Collection Development policy to explain the purpose of our collection—to support the information and leisure needs of Iowa City residents. It is phrasing that matches our Collection Plan, a document that puts this policy into practice.

Point	Change Requested
601.11	Add the sentence: "The Iowa City Public Library is committed to providing the best collection to support the community's information and leisure needs."

Confidentiality and privacy

Over the past three years, ICPL staff have worked to enact portions of the Library and Information Technology Association Privacy Checklist. We revised our Confidentiality and Privacy Policy, posted third-party vendors' privacy policies, and outlined what data we collect and shared an outline on our website. When considering new digital services for our collection, we want to review the vendor's use of patron data as part of evaluating that service. To include this consideration in our Collection Development Policy, staff recommend adding a statement to the guidelines section and a reference to the Board's Confidentiality and Privacy policy (802).

Point	Change Requested
601	Refer to <i>Confidentiality and Privacy</i> (802) policy.
601.27	Add new point: "The Library takes the privacy policies of vendors into consideration when purchasing and licensing digital content."

Changes to the access of materials

Since the Collection Development Policy was adopted, the Board of Trustees has affirmed the values stated in the ALA's Bill of Rights, as well as the Freedom to Read and Freedom to View statements (attached). We state this in point 601.24. The documents act as cornerstones in our philosophy of collection development. However, sometimes the practicalities of lending items don't allow us to fully follow these documents to the letter. When we make exceptions, we want to make them clear in this policy. We recommend adding a statement on why we use categorizations and labels and how we place limitations on some cards in the 601.3 Access to Materials section:

Point	Change Requested
601.31	Add new point: "Library materials are categorized and labeled for the convenience of browsing and the ease of locating items. Materials are not isolated from the public except for the purpose of protecting them from damage or theft. Some in-house collections are purchased for the purpose of staff professional development or programming support."
601.32	Add "Access to specific collections may be restricted for the Student AIM cards based on the Memorandum of Agreement with the participating school districts and public libraries." This language matches revisions made to the Circulation and Library Card Policy (801), reviewed and adopted at the June 2019 Board Meeting.

Discards and gifts

Library books and DVDs are government property and government property cannot be “given” or “donated” to another organization unless it is another government entity. We want to update our policy language to do the following:

- Acknowledge that we do not donate items to outreach collections or the Friends Foundation. We actively maintain outreach collections, including ones at the Neighborhood Centers of Johnson County and Chatham Oaks. The Friends Foundation pays a nominal fee from the Book End for discarded materials.
- Clarify the role of the Friends Foundation in gift donations in 601.51. The Friends Foundation currently manages all of the gifts received at the Iowa City Public Library, both monetary and in kind. For donated items, volunteers sort through books, DVDs, and other items to find materials that meet the needs of our collection or our outreach sites. We add a very small number of these items. The majority of items are recycled or sold by the Friends Foundation to benefit ICPL.
- Because the Friends Foundation manages gift items, they can determine what happens to those items not accepted for the collection. We recommend removing the wording in 601.52. We wish to replace the language with a statement on monetary donations. We will try to comply with the wishes of the donor when purchasing materials, but gifts are accepted without stipulations.

Point	Change Requested
601.42	In the last sentence, change “donated to” to “placed in” outreach collections, insert the phrase “offered to” before other libraries, and add “offered to the Friends Foundation for” instead of “sold at a” before public sale.
601.51	Add the sentence “The Friends Foundation manages all gifts for the collection, both monetary and in kind, for the Iowa City Public Library.”
601.52	Remove current wording. Change to “Although gifts are not accepted with stipulations, Library staff will consider the interests of the donors in determining how to use monetary gifts.”

Staff Recommendations:

Adopt changes as proposed.

Action Required:

Review policy and adopt as amended.

Prepared by:

Anne Mangano, Collection Services Coordinator

Committee Members:

Adult Services: Jason Paulios, Candice Smith, and Brian Visser; Children’s Services: Casey Maynard and Anne Wilmoth; Collection Services: Melody Dworak and Anne Mangano

601 Collection Development Policy

See related policies: Circulation and Library Card Policy (801), Confidentiality and Privacy (802), and Internet Use (815)

601.1 Introduction

601.11 The Iowa City Public Library is committed to providing the best collection to support the community's information and leisure needs. The purpose of this policy exists is to guide librarians selecting materials and to inform the public about the principles guiding collection development decisions.

601.12 Collection development is the ongoing process of assessing materials available for purchase or licensing, and making decisions on their inclusion and on their retention. It also includes creation of and access to original content.

601.123 Under the direction of the Collection Services Coordinator, Responsibility for collection development lies with librarians who apply professional knowledge, experience, and this policy in making decisions as well as the catalogers who determine where an item is placed within the collection. Selectors maintain a collection plan for developing and maintaining the Library's collection. Ultimate responsibility for collection development lies with the Director.

601.2 Guidelines

601.21 Materials selected for the collection will meet current and long-term needs of Iowa City residents of all ages and abilities for information, education, culture, and recreation. The Library strives to offer the widest possible range of subjects and views in a variety of formats, treatments, and levels of difficulty, within the limits of Other considerations include cost, and space limitations, availability from approved vendors, and considering current holdings, and demand.

601.22 Generally, collections are broad, current and popular, not archival or comprehensive.

601.23 Collection development will support priorities of the Library's strategic plan.

601.24 The Library subscribes to the principles embodied in the Library Bill of Rights and its interpretations, Freedom to Read, and Freedom to View statements adopted by the American Library Association.

601.25 Including materials in the collection does not constitute endorsement of their contents. The Library recognizes that any given item may offend some patrons, but, because the Library follows accepted principles of intellectual freedom, it will not remove specific titles solely because individuals or groups may find them objectionable.

601.26 The Library welcomes suggestions and comments from the public. User suggestions for purchase will be evaluated in accordance with this policy and the collection development plans.

601.27 The Library takes the privacy policies of vendors into consideration when purchasing and licensing digital content.

601.3 Access to Materials

601.31 Library materials are categorized and labeled for the convenience of browsing and the ease of locating items. Materials are not isolated from the public except for the purpose of protecting them from damage or theft. Some in-house collections are purchased for the purpose of staff professional development or programming support.

601.312 Access to Library materials will not be restricted based on age except in the case of select circulating equipment, which may require parent/guardian permission for checkout to patrons under the age of 18 due to high replacement costs. Access to specific collections may be

restricted for the Student AIM cards based on the Memorandum of Agreement with the participating school districts and public libraries.

601.323 Specialized resources available in other local libraries will not be needlessly duplicated. The library adds curricular materials only when these also serve the general public, or meet specific needs for contracted services.

601.334 The Library participates in programs designed to provide patrons access to materials not owned, such as interlibrary loan, reciprocal borrowing agreements, and access to Internet resources.

601.345 Small outreach collections ~~are donated to~~ may be placed in agencies and institutions serving populations with limited Library access.

601.356 Materials selected for the collection may be physically owned by the Iowa City Public Library or may be accessed through the Library's or a vendor's web site. If mutually beneficial, the Library may partner with other libraries to offer joint access to digital collections.

601.367 Remote electronic access to digital resources may be limited by licensing constraints.

601.4 Collection Maintenance

601.41 To ensure that the Library's collection is up-to-date and relevant to the community's needs, the usefulness of ~~need for~~ materials previously added to the collection is reevaluated on a regular basis.

601.42 Materials will be withdrawn if they are out-of-date, ~~badly~~ worn, damaged, ~~replaced~~, or no longer being used. Space, the cost of replacement, and the appearance of the collection are also factors. Locally significant materials may be retained. Withdrawn materials may be ~~donated to~~ placed in outreach collections, ~~offered to~~ other libraries, ~~offered to the Friends Foundation for sale~~ at a public sale, recycled, or discarded.

601.5 Gifts

601.51 ~~The Friends Foundation manages all gifts for the collection, both monetary and in kind, for the Iowa City Public Library. The Library accepts gifts of materials~~ Gifts are accepted for the collection with the understanding that the same guidelines of selection and retention are applied to gifts as to any materials acquired by purchase.

601.52 Although gifts are not accepted with stipulations, Library staff will consider the interests of the donors in determining how to use monetary gifts. ~~Gift items not used for the collection will be donated to outreach collections or the Friends Foundation, recycled, or discarded.~~

~~601.53 Gift items that become part of the collection will be evaluated for retention on the same basis as other items.~~

Originally adopted May 24, 1976

Revised: March 27, 1980

Revised: April 25, 1985

Revised: February 25, 1988

Revised: October 26, 1989

Revised: November 21, 1991

Revised: April 27, 1995

Revised: December 17, 1998

Revised: March 28, 2002

Revised: February 11, 2005

Revised: February 28, 2008

Revised: March 24, 2011

Revised: January 23, 2014

Revised: November 17, 2016

Revised: November 21, 2019

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939.

Amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; and January 23, 1980;
inclusion of "age" reaffirmed January 23, 1996, by the ALA Council.

The Freedom to Read Statement

 ala.org/advocacy/intfreedom/freedomreadstatement

July 26, 2006

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

A Joint Statement by:

American Library Association

Association of American Publishers

Subsequently endorsed by:

American Booksellers for Free Expression

The Association of American University Presses

The Children's Book Council

Freedom to Read Foundation

National Association of College Stores

National Coalition Against Censorship

National Council of Teachers of English

The Thomas Jefferson Center for the Protection of Free Expression

Freedom to View Statement

 ala.org/rt/vrt/professionalresources/vrtresources/freedomtoview

September 29,
2006

The FREEDOM TO VIEW, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantees of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Director's Report: November 2019

In addition to snowy weather, November brings a few changes to the ICPL Board packet, a number of exciting programs, staffing changes, and planning for the Public Libraries of Johnson County Annual Legislative Reception.

As discussed in previous Board meetings, we are trying some new things in this month's packet. One change is a written Director's Report. Moving away from an oral report will hopefully allow Board members to receive information earlier and identify any questions or comments they have about the content presented. We are also changing the presentation of our financial reports. This month, we have crafted a draft dashboard that highlights total expenditures to date, year-to-date expenditures by category (materials, personnel, services, and supplies), and a narrative of noteworthy expenses or trends. The expenditures will be offered for this fiscal year and the two previous years. This month's dashboard is essentially a mock-up of what could be developed, so feedback is very welcome on what the group would like to see included. A full financial report (generated through Munis) will also be included for those interested in a more detailed view. I look forward to working with the Board to develop a packet that best meets the needs of the current group.

ICPL was proud to support the 2019 Witching Hour Festival by hosting three diverse events: Community Print Studio (facilitated by Lowercase Library), Creative Tools for the Apocalypse (presented by Beatrice Thomas, an Arts Ecosystem Innovator), and All Bodies Belong: Positive Acceptance of Our Physical Selves (interactive presentation by Betsy Rippentrop and Sarah Driscoll.) Adult Services staff worked hard to ensure all onsite events went smoothly, and all three were well attended.

We have an exciting program coming up on November 20 featuring Dr. Jennifer Harvey (Drake University). Dr. Harvey will do a reading from, and a discussion of, her book "Raising White Kids: Bringing Up Children in a Racially Unjust America." This event has generated some dialog on social media and we are looking forward to an engaged audience. Library staff know there is community interest in events like this one focused on social justice topics, and we plan to distribute exit surveys to attendees in hopes of understanding which specific topics are of interest to our patrons. I am optimistic that we will get some meaningful feedback that will help us plan for future sessions.

Would you like to see more programs related to **social justice** at the Iowa City Public Library?

What social justice issues are most interesting to you?

What topics would you like to see more library programs take on?

Please choose all that interest you.

- | | |
|--|--|
| <input type="checkbox"/> Race | <input type="checkbox"/> Religion |
| <input type="checkbox"/> Gender | <input type="checkbox"/> Nationality/Immigration Status |
| <input type="checkbox"/> Age | <input type="checkbox"/> Socioeconomic Status |
| <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Mental or Physical Ability |
|
 | |
| <input type="checkbox"/> Children's Programs | <input type="checkbox"/> Teen Programs <input type="checkbox"/> Adult Programs |

Suggestions?



We have some staffing changes coming up in a number of library departments, and the Leadership Team has been spending significant time considering ways vacancies may be adjusted to best meet the needs of the library and community. A resignation from the Public Relations team has presented an opportunity to recraft that work unit and the ways we collect and share ICPL's story. As public libraries across the nation work to establish effective ways of reflecting our changing work, this is an exciting undertaking that could have a real impact on both internal and external communication. I will be presenting some proposed changes to City administration in the near future and look forward to sharing more details of these changes soon.

On November 3rd, I presented a session on Transgender Literacy at the Young Adult Services Association Symposium in Memphis, TN. It was great to speak to a passionate audience about such a relevant topic, and attendee feedback was positive. It was also valuable to learn some new best practices in engaging teens and hearing ways other public libraries are serving this age group. This session may be included as part of the next Kids First Conference through the State Library of Iowa.

ICPL will be hosting this year's Public Libraries of Johnson County Annual Legislative Reception on December 3rd from 5.30-6.30pm. This event is a pleasant way to update our elected officials on current issues related to public libraries. Anne Mangano will facilitate a short discussion about eBook access and how recent publishing trends will impact availability of eBooks through public libraries. We will meet in the Board Room and refreshments will be served. Invites will be emailed later this week.

Respectfully submitted,

Elsworth Carman

November 21, 2019 Meeting of the Iowa City Public Library Board of Trustees
Maeve Clark, Adult Services Coordinator

Programs

Saturday November 9th, ICPL partnered with the Johnson County Master Gardeners to hold our first House Plant Swap. It was a great success. Master Gardener Sharon Jeter was on hand fielding many of the complicated plant identification and “how do I care for this” questions along with three ICPL staff who are plant lovers. More than 35 plant lovers attended and approximately 75 plants and cuttings changed hands at the event. It was a delight to see the diversity in attendees.

Digital Media Lab

Stacey McKim, Library Assistant III, has been in her position since early September and she is off to a great start. Asked her vision for the DML she replied, “Classes in the Digital Media Lab are designed to increase our patrons’ confidence with modern technology, instruct them in the use of the library’s online resources, and introduce patrons to the software and equipment we provide for computer-based creative projects. We complement other creative offerings in town (e.g. IC Press Coop, IC Fab Lab, and Public Space One) by focusing on computer-based creation and by not charging for classes.”

Art Purchase Prize

Due to scheduling conflicts, the annual Art Purchase Prize, which usually takes place in October, was postponed this year. It is most likely that there will be two contests in 2020 (one in spring, another in fall), or one large contest in the fall of 2020 where we would combine the funds and purchase more items.

Memories, I have a few

My last day at the Iowa City Public Library will be Friday, January 3. ICPL has been a marvelous institution in which to work for many reasons: the patrons, the staff, the resources, the boards, the community support, partnerships, I could go on and on. With a new strategic plan about to be launched I decided that January 2020 would be an opportune time to retire. I will let others shape the Iowa City Public Library’s future. Not that I will not continue to be involved, but fresh perspectives are a great idea.

I started at ICPL as a Circulation Page in 1981, worked here until 1984, took a reference librarian job at the Ames Public Library for one and one-half years, then was the head of adult services and assistant director at the Carnegie-Stout Public Library in Dubuque for six years, all the while hoping that I could somehow return to the Iowa City Public Library, “the best library in Iowa”. It has been 27 years since I returned as Reference and Information Coordinator. They have been years filled with serving the public, embracing change, from the smallest - allowing eating and drinking in the library, to the largest - the introduction of the Internet, first for staff, and then the public, having library adventures, working with amazing staff members, volunteers and boards and all-around having a pretty good time. Thank you!

New “Your Library Card” Flyers in English and Spanish

We have new “Your Library Card” flyers printed in English and in production in Spanish that will be ready for the rollout of the new Student AIM Card, which is anticipated this quarter. The flyer in Spanish was translated by OmniLingua, a company based in Marion, Iowa that provides translation services. We also received a Spanish translation for the voiceover for a “How to Get a Library Card” video that is in production. We hope to have that project wrapped up early in 2020.

Staff Ch Ch Ch Changes ...

We welcomed Frannie Owens to CAS as a Library Assistant III. Frannie started as a Page and then moved on to support our Inter-Library Loan services and work as a Substitute Librarian on the Info Desk. We are happy to welcome Frannie to CAS. She will support Outreach services, oversee Library displays and work on the Bookmobile.

Mac Edwards comes to us from IT Services where she worked on all the Library’s computers. Mac is in the new LA III job and is covering Lobby Stops and other outreach while Heidi is on leave.

Meredith Hines-Dochterman, who came to us from The Gazette, is leaving at the end of November to lead public relations and marketing at the National Czech and Slovak Museum. Meredith helped us “tell the Library’s story” for six years and also helped create the procedures we use to promote the collections, programs, services and serendipity you find at the Library every day.

Bookmobile Heat

Staff from Summit Body Works will travel to Iowa City in November to re-engineer the heating system. The Bookmobile will not miss a day of service for this work. So far the heat has worked but it has not been consistently cold. We’re hopeful this update to the system will address the issues we experienced last winter.

Library Tours

Staff recently hosted staff, trustees and foundation members from the Marion and Waverly Public Libraries. Both libraries are considering new buildings or expansion projects, so they were interested in how we do what we do. During the Waverly Public Library visit, we were hosting Early Voting in Meeting Room D and a Japanese Art and Culture Festival in Meetings Rooms A/B/C in addition to regular Library activities. Our visitors saw first-hand how our building serves as a community center in addition to collection and information services provided.

New State Library Courier Service

Beginning November 14, 2019 the State Library is introducing a new courier service called “IAShares” to move Inter-Library Loan and Open Access return materials between public libraries in Iowa. MOBIUS is the contractor that was awarded the contract and STAT Courier is providing the courier service. We are eagerly anticipating this as a cost-effective alternative to the US Postal system. We’re in the process of identifying and training staff who will do the hands-on work and creating a space to host a computer and the supplies needed for the service.

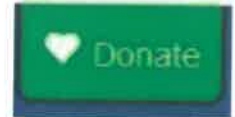


Development Office Report
Prepared for the Board of Trustees
Iowa City Public Library
by Patty McCarthy, Director of Development
November 21, 2019

Agenda Item 4C-1

Make a Difference Today

You have the power to make a big difference for *everyone* by giving a financial contribution today to the ICPL Friends Foundation. Besides adding a lot more for everyone to experience through the Library, donations to the Friends Foundation enable the ICPL to try initiatives such as fine free children's and young adult materials. Click on the green donate button to give today. Thank you.



Treasures Galore on December 7!

The beautiful handmade one-of-a-kind READ quilt seen here, is just one of the treasures for sale during the during to benefit ICPL during the annual Arts & Crafts Bazaar. Join us on Saturday, December 7 from 10am until 3pm in Meeting Room A.

You can also shop for books on December 7 during the giant book sale hosted by Book End volunteers. "Pay what you want" from hundreds of titles which will be available in Meeting Room D from 10am-3pm. We look forward to seeing you there!



Creating Readers Grant Award

Building literacy skills through arts expression and exploration is the goal of the Creating Readers initiative for children at the ICPL. We are grateful to the Community Foundation of Johnson County for approving our full request for \$3,750 to purchase art supplies, musical instruments, and other materials for expanded hands-on World Wednesdays, Try It Out Fridays, and StoryJAM programs.

Early literacy activities are incorporated into every daily storytime and programs offered by the ICPL Children's staff in an effort to ensure that more children are ready to read when they start kindergarten. Caregivers who engage with ICPL children's programming learn that these five daily actions, Reading, Talking, Singing, Writing, and Playing, are critical to early literacy skills development. The Creating Readers project incorporates each of those actions through art experiences to increase small motor skills, language, literacy, and social and emotional development of our youngest patrons.

Thank You Little Village

The ICPL Friends Foundation is one of the 15 local nonprofit organizations featured in *Little Village's* second annual Give Guide. It's published in celebration of local shopping and giving during the holiday season. You can read it [here](#) or pick up a copy in the Library lobby.

By Anne Wilmoth, Children's Librarian at the Iowa City Public Library

If your child is one of the many enthusiastic readers of graphic novels, don't despair that they're not reading. Graphic novels are real books, and they are helping your child develop important literacy skills, just as reading a traditional book does.

Even though the text is generally broken up into smaller chunks, these books contain text for the reader to decode just like any other book. What's more, the reader of a graphic novel is decoding words and pictures at the same time and synthesizing these information sources in their brain. That creates an even deeper reading experience than text alone!

According to research by Northwestern University and the Cleveland Public Library, reading graphic novels also helps kids master sequencing and linear thought, build visual literacy, strengthen attention to detail, and increase reading comprehension (turns out when you both see a picture and read words that describe it, you remember it better).

These smaller chunks of text make graphic novels and comics more accessible to the reluctant or struggling reader (as well as English language learners and those with learning disabilities). And this reader, finding success and enjoyment with graphic novels, will have the confidence to tackle longer, more dense works. Graphic novels and comics can teach kids how much fun books are! Plus, according to research by Scholastic, 88 percent of kids say they're more likely to finish a book they've picked out themselves. Letting kids read what they want to read increases reading motivation overall!

As one veteran teacher-librarian points out in Knowledge Quest: Journal of the American Association of School Librarians, graphic novels are not comic strips, but instead are "full length stories told in paneled, sequential, graphic format. Many genres are written in graphic novel format, including fantasy, realistic fiction, historical fiction, biography, and nonfiction - they are NOT all about superheroes!"

As with all other books, there are varying levels of literary quality among graphic novels. But a good graphic novel has the same storytelling skill, original uses of language, thought-provoking depth, and literary merit that a traditional book can have - plus compelling, beautiful artwork.

Some great graphic novels for middle-grade readers are "Roller Girl" by Victoria Jamison; the "Babymouse" series by Jennifer L. Holm and Matthew Holm; the "Bone" series by Jeff Smith; "New Kid" by Jerry Craft; "Stargazing" by Jen Wang; "Real Friends" by Shannon Hale; "Drama" by Raina Telgemeier; the "Lowriders in Space" series by Cathy Camper; the "Mighty Jack" series by Ben Hatke; and "Pashmina" by Nidhi Chanani. The new "Maker Comics" series instructs kids in topics like automotive repair and baking, all in graphic format.

ICPL has a monthly graphic novel book club for kids in third- through sixth-grade called Comics and Cookies. Our next meeting is Thursday, November 21, from 3:30 to 4:30 p.m. in the Storytime Room, and we'll be discussing "El Deafo" by Cece Bell, a graphic memoir detailing the author's experiences growing up deaf. Bring your graphic novel loving child to join us!

Candice Smith, Adult Services Librarian at the Iowa City Public Library

It's always a good time to check out a cookbook and find something to make, but I think that the fall/winter holiday season is my favorite time to look for different recipes. Luckily, this time of year is when a lot of new titles hit the shelves.

With both apples and pumpkins in season, pies seem to be in order right about now. I've got my eye on titles like "The Perfect Pie: Your Ultimate Guide to Classic and Modern Pies, Tarts, Galettes, and More" by the trustworthy America's Test Kitchen, and "The New Pie: Modern Techniques for the Classic American Dessert" by Chris Taylor. I don't want cakes to feel left out of the season, so I'm also taking a look at "The Big Book of Amazing Cakes" by the Great British Baking Show, and "Simple Cake: All You Need to Keep Your Friends and Family in Cake" by Odette Williams. If I need a wider range of recipes, I've got books like "Baking at République: Master Recipes and Techniques" by Margarita Manzke, "Tartine: A Classic Revisited" by Elisabeth Prueitt, and "Baking With Kim-Joy: Cute and Creative Bakes to Make You Smile."

If you're following special diets, don't worry; we've got items like "Gluten-Free Baking at Home: 102 Foolproof Recipes for Delicious Breads, Cakes, Cookies, and More" by Jeffrey Larsen, "Keto Fat Bombs, Sweets & Treats" by Urvashi Pitre, and "Naturally Sweet Baking: Healthier Recipes for a Guilt-Free Treat" by Carolin Strothe. Oh — let's not forget cookies! "Martha Stewart's Cookie Perfection: 100+ Recipes to Take Your Sweets to the Next Level," and "American Cookie: the Snaps, Drops, Jumbles, Tea Cakes & Brownies..." by Anne Byrn are great titles, too.

I suppose you might want something besides pies, cakes, and cookies. One thing I love about the cookbook collection is that you can find something a little out of the ordinary, both in terms of cuisine and presentation. Bringing home a cookbook that focuses on other nationalities and their food can expand more than just your cooking skills; they give you a sense of connection and some understanding. Try something like "The Peached Tortilla: Modern Asian Comfort Food from Tokyo to Texas" by Eric Silverstein, "Buttermilk & Bourbon: New Orleans Recipes With a Modern Flair" by Jason Santos, or "Tex-Mex: Traditions, Innovations, and Comfort Foods From Both Sides of the Border" by Ford Fry. Similarly, there are cookbooks that set out to enlighten and educate, and contain so much more than just recipes. Look for "A Taste of History Cookbook: The Flavors, Places and People that Shaped American Cuisine" by Walter Staib, "We Are La Cocina: Recipes in Pursuit of the American Dream" by Caleb Zigas, and "Heirloom Kitchen: Heritage Recipes and Family Stories From the Tables of Immigrant Women" by Anne Gass. If you're looking for something with heart that is a little closer to home, though, pick up "Midwest Made: Big Bold Baking from the Heartland" by Shauna Sever.

No matter your taste this season, we've got a cookbook for you at the Iowa City Public Library!



Miscellaneous Articles:

11/05/2019

Daily Iowan

Iowa City Public Library joins libraries across US to challenge e-book publishers

<https://dailyiowan.com/2019/11/05/iowa-city-public-library-joins-libraries-across-us-to-challenge-e-book-publishers/>

10/25/2019

Little Village

Library users in Johnson and Linn counties will see increased wait times for new ebooks as a major publisher restricts access

<https://littlevillagemag.com/library-ebook-access-restricted/>

10/24/2019

KWWL.com

Director thinks disturbance calls at library show need for community action

<https://kwwl.com/news/iowa-city-news/2019/10/24/director-thinks-disturbance-calls-at-library-show-need-for-community-action/>

10/23/2019

Publishers Weekly

Congress looking into anticompetitive behavior in the digital library market

<https://www.publishersweekly.com/pw/by-topic/industry-news/libraries/article/81549-congress-investigating-anticompetitive-behavior-in-the-digital-library-market.html>

Humanities: The Magazine of the National Endowment for the Humanities

The Complicated role of the modern public library

<https://www.neh.gov/article/complicated-role-modern-public-library>

ICPL Trustees November 2019 President's Report**Annual Giving**

As we reach the end of the year, please consider supporting the Friends Foundation in your annual giving. Most trustees give annually, and the foundation really helps fill the gap between an acceptable level of service and excellence.

Please give whatever amount you are able, but please, please give something. Giving at any level is an indispensable signal of our commitment to the library's mission and provides our staff with a key talking point as they seek other donations and grants.

Meeting and Agenda Iteration

This month we will introduce some initial meeting and agenda tweaks. These are all works-in-progress, so I very much welcome any and all feedback. Here are some key changes:

- We will introduce a consent agenda, where items that usually elicit little to no discussion are bundled together. By default, this bundle is then voted on as a single item, but members are always welcome to pull one or more items out during the meeting if they feel it warrants special attention or discussion. Initially, we will put expenditures and previous meeting notes in the bundle.
- We will no longer include the credit card spending report. The same information remains within the expenditures, so we will remove this duplication to simplify and remove any confusion.
- We will replace the full news clippings that usually appear in miscellaneous with a list of links with brief descriptions of relevance. The statements can hopefully provide us with more context, the links will allow us to dig into any where we would like to learn more, while reducing down from full clippings will help us slim down and streamline the packet.
- Starting this month both the director and I hope to begin delivering our reports in writing, for posterity and to aide in timely meetings. Feedback on what you would like to see in terms of format, content, or otherwise would be greatly appreciated.

Director Annual Review Update

I formed a subcommittee in order to drive the annual review earlier this month. I asked for a volunteer from the mid-year review to provide continuity and insight and Robin was gracious enough to renew her efforts. I randomly selected from trustees who were not on the mid-year review, and drew Kellee and myself to fill out the subcommittee. I want to thank both Robin and Kellee for agreeing to help in this capacity, and also Hannah who volunteered to help (but unfortunately not until just after I had brought everyone else together).

I was hoping this process would be relatively equitable/fair, especially given earlier concerns around how some of these things are selected. I certainly welcome additional feedback and/or future volunteers, as this is unlikely to be the last time we need to fill out a subcommittee.

As a subcommittee we decided to focus on integration and team building within the library. Here is our current approach and rough timeline:

- Late November - Survey all staff to identify trends, strengths, and areas for improvement.
- Mid December - Analyze survey, schedule interviews to get context and/or dig deeper.
- December Board Meeting - In closed session, Elsworth will share his perspective on director challenges, goals and progress.
- December/January - Conduct interviews.
- Mid-January - Share findings with Elsworth and get feedback
- January Board Meeting - In closed session, share findings with the board

We hope to keep to this timeline, but would rather be thorough than fast. If it turns out that this is too optimistic/aggressive with the holiday season, we may push things back. We have discussed the plan and timeline with Elsworth and he is supportive. Please let Kellee, Robin, and myself know if you have comments, concerns, or questions.



BOARD OF TRUSTEES

Minutes of the Regular Meeting October 24, 2019

DRAFT

Members Present: Wesley Beary, John Beasley, Kellee Forkenbrock (in at 5:25pm), Derek Johnk, Carol Kirsch, Hannah Shultz, Monique Washington (in at 5:04 pm).

Members Absent: Robin Paetzold, Tom Rocklin.

Staff Present: Elsworth Carman, Maeve Clark, Kara Logsdon (in at 5:36 pm), Anne Mangano, Patty McCarthy, Elyse Miller, Brent Palmer, Jason Paulios, Angela Pilkington.

Guests Present: None.

Call Meeting to Order. President Beary called the meeting to order at 5:03 pm.

Public Discussion. None.

Approval of Minutes.

The minutes of the September 26, 2019 Regular Meeting of the Library Board of Trustees were reviewed. A motion to approve the Regular Minutes was made by Johnk and seconded by Kirsch. Motion carried 5/0.

Items for Discussion/Action.

FY21 Budget. The amended Board packet includes items the Board has previously seen. It synthesizes requests from departments. Carman described the timetable for the budget process, from entry into MUNIS, to the departmental meeting with City Council. Kirsch asked if the ILL fees are transactional. Mangano said they are not. Carman said next year's budget will look different as we embark on a new strategic plan. Kirsch asked about building improvements and the hearing augmentation budget items. Carman said the hearing augmentation will come out of a different account. Johnk asked if we anticipate any pushback from the City in any areas. Carman said he is prepared to support the request for more continuing education funds. Librarians are required to maintain certification and continuing education is how they do this. Beasley likes the way the budget was presented in the packet. Beasley asked whether the IT project sheet describes a new initiative. Palmer said this project will replace our current hardware and allow the library to run multiple servers, allowing for more flexibility in our system and improved resource sharing. Palmer said the City uses this platform. Palmer said the library is also investigating cloud-based options to reduce the cost. The funding will be sourced from the Computer/Equipment Replacement fund. Washington asked about the Hazel Westgate collection. Our art collection needs to be appraised, and reframing the Westgate collection was a great first step in the process of getting our original art insured. Kirsch asked about personnel in

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.

Children's Services and the portion that is paid out of NOBU funds. A motion to approve the budget in brief be submitted by the Library to the City was made by Beasley and seconded by Kirsch. Motion carried 7/0.

Pedestrian Mall Update. Carman said two large planters have been placed nearby to illustrate that there is a step on the Pedestrian Mall outside our doors. One person has fallen since the planters were installed. Beasley said the step needs to be removed. Carman asked if the Board would like the doors be closed. Forkenbrock asked about the severity of the injuries from the falls. There will be another meeting to talk about this further. Carman said he will put some pressure on the process.

Staff Reports.

Director's Report. Carman said early last week there was an altercation between some teens and police officers. Multiple youth were taken into custody. We delivered a number of bans, from six months to ten years (or appeal when 18 years of age). It was a significant behavior escalation; compounded by an uninvolved adult who intervened in the process. She was banned for six months for escalating the situation. We talked with some local leaders in the restorative justice field at the next management meeting. They underscored that this is a community issue and the library cannot take this on by itself. We plan to have UAY come to our next staff meeting on November 1. Today, a reporter emailed Carman about the incident. The Obermann Center had a program on conversational circles this week. Carman said staff are conscientious of the pipeline-to-prison model and we do not want to contribute to this dysfunctional system. We strive to be fair and conscious about our enforcement policy. A small group met to discuss how financial information will be presented in the Board packet going forward. It is hoped that a more streamlined approach to this data will make it more engaging, interesting, and informational. Going forward, Carman will write a Director's report to be included in the packet. The hot water heater was just replaced; repairs were no longer an option. Carman said we're having another drag story time and costume ball on Sunday from 1-2 pm. The storytime in June was highly successful and well attended patrons requested we do another similar program. Author Markus Zusak was here on Monday night. The program was very well attended, and is available online. Our strategic planning process is coming together after a conversation with Maureen Sullivan this afternoon.

Departmental Reports:

Children's Services. None.

Collection Services. None.

IT. None.

Development Office. McCarthy hopes everyone received their Book Gala invitation in the mail. She displayed a pair of super warm mittens to remind the Board about the Arts & Crafts Bazaar in December. The winter Window will out on November 8.

Spotlight on the Collection. No comments.

Miscellaneous. No comments.

President's Report. Beary said that going forward he is going to include his report in a written format to be included in the Board packet. Beary said the annual evaluation committee will need to be put together soon.

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Beary would like different members on this committee than the previous one. Kirsch asked if we need to get the director evaluation on the agenda now. Beary is thinking about tweaking the agenda. He said the Friends Foundation Board uses the consent agenda, where regular items to be voted on are grouped together. This requires only one vote for a number of approval items which will speed up the meeting process. Beary requested feedback for changes to the agenda from members.

Announcements from Members.

Committee Reports.

Foundation Members. No meeting.

Communications. None.

Quarterly Financial Reports. Beary asked about Lost and Damaged. Logsden said a policy change has affected what we charge for lost and damaged items. Beasley asked if there was anything that stood out for Carman. Carman said purchasing cycles and other factors affect statistics but thinks everything looks good at this point.

Quarterly Use Reports. Carman thinks the effects of tariffs on print materials, and publishers new eBook purchasing model is going to be interesting. Johnk said some offerings on Kanopy do not count against a patron's checkouts.

Disbursements.

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

Set Agenda Order for November Meeting.

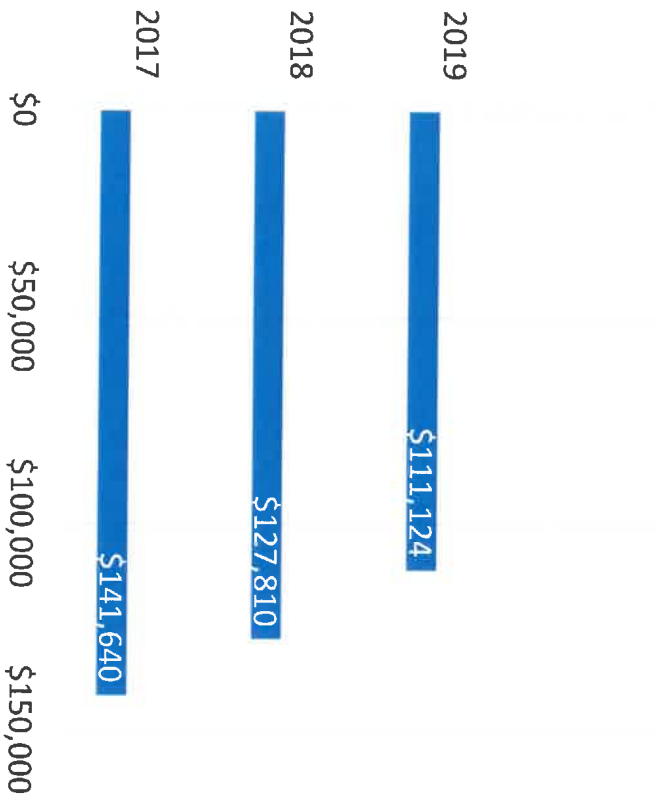
Policy review.

Adjournment. A motion to adjourn the meeting was made by Johnk and seconded by Shultz. Motion carried 7/0. President Beary closed the meeting at 6:09 pm.

Respectfully submitted,
Elyse Miller

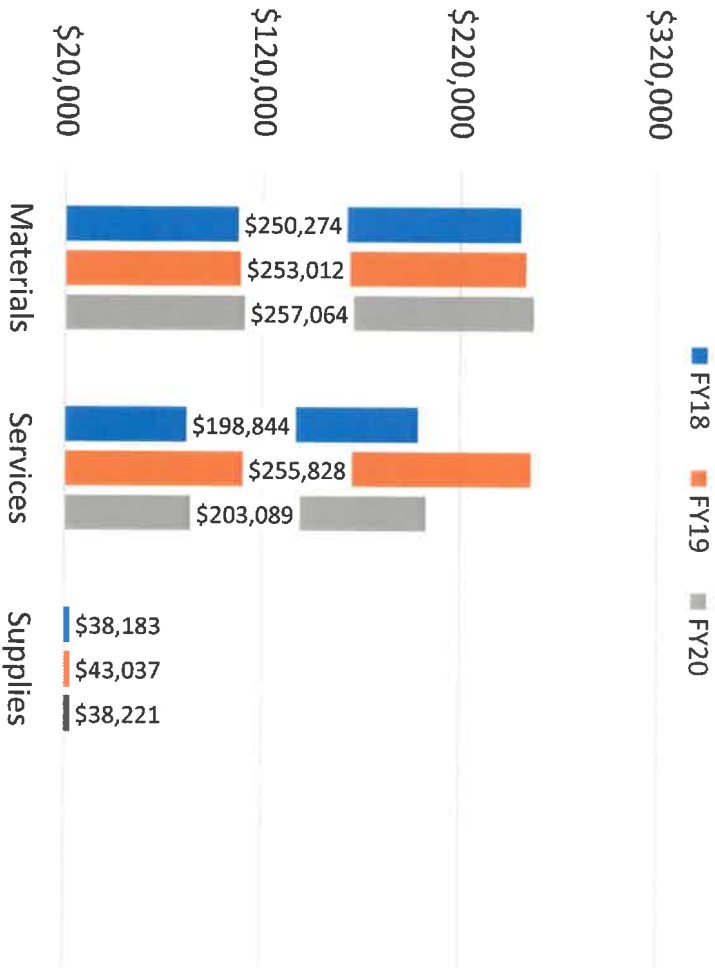
If you will need disability-related accommodations in order to participate in this meeting, please contact Elyse Miller, Iowa City Public Library, at 319-887-6003 or elyse-miller@icpl.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

October Disbursements: October 2017, 2018, 2019



Nothing unusual or outstanding in expenses this month.

Operating Budget by Category: July – October FY18-FY20



Personnel:
FY18: \$1,257,201
FY19: \$1,426,041
FY20: \$1,435,905

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emiller

CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2019

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550110 432080	Library Administration Other Professional Services					
10550110 014353 ONE SOURCE THE BACKG PLUS4649-20190930		0	2020 4 INV P	160.00 101119	13775 BACKGROUND CHECKS F	
014353 ONE SOURCE THE BACKG PLUS4649VOL-20190930		0	2020 4 INV P	240.00 101119	13775 BACKGROUND CHECKS F	
				400.00		
10550110 435055	ACCOUNT TOTAL			400.00		
010475 GREENSTATE CREDIT U	Mail & Delivery	0	2020 4 INV P	77.74 110119	237286 EMiller/ Mastercard	
	ACCOUNT TOTAL			77.74		
10550110 436030	Transportation	0	2020 4 INV P	31.54 110119	237283 MClark/ Mastercard	
	ACCOUNT TOTAL			31.54		
10550110 436050	Registration	0	2020 4 INV P	858.48 110119	237286 EMiller/ Mastercard	
	ACCOUNT TOTAL			858.48		
10550110 436060	Lodging	0	2020 4 INV P	704.08 110119	237286 EMiller/ Mastercard	
	ACCOUNT TOTAL			704.08		
10550110 436080	Meals	0	2020 4 INV P	20.22 110119	237283 MClark/ Mastercard	
	ACCOUNT TOTAL			20.22		
10550110 438130	Cell Phone/Data Services	0	2020 4 INV P	148.51 110119	237403 Admin/ Cell Phone C	
	ACCOUNT TOTAL			151.64 110119	237384 Admin/ Cell Phone C	
10550110 445140	Outside Printing	0	2020 4 INV P	42.50 110119	237381 AD, CHI, ADMIN, CAS/ 2	
	ACCOUNT TOTAL			1,237.75 110119	14197 Admin/ 127 ICPL Sum	
010355 OLD CAPITOL SCREEN P		0	2020 4 INV P	25.75 102519	13955 Admin/ 500 Masterca	
	ACCOUNT TOTAL			1,306.00		
10550110 449120	Equipment Rental	0	2020 4 INV P	114.30 102519	236799 Admin/Lease Payment	

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2019

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550110 449260			ACCOUNT TOTAL	114.30		
000104 HOLSTEIN, ROBERTA	100719RH	0	Parking			
000104 REDEKER, JUDY	100919JR	0	2020 4 INV P	20.00	101819	236636 Admin/ Volunteer Tr
000104 CAPLAN, TERRI. A.	92619TC	0	2020 4 INV P	25.00	101819	236639 Admin/Volunteer Tra
		0	2020 4 INV P	6.00	101819	236635 Admin/ Volunteer Tr
				51.00		
010836 TREASURER STATE OF I	298728	0	2020 4 INV P	30.00	101819	236672 CITY OF IOWA CITY 2
			ACCOUNT TOTAL	81.00		
10550110 449280			Misc Services & Charges			
000111 STARK, LILA	101719	0	2020 4 INV P	16.00	110119	237334 LDL/ Found Library
			ACCOUNT TOTAL	16.00		
10550110 452010			Office Supplies			
010475 GREENSTATE CREDIT U	1108195531	0	2020 4 INV P	196.60	110119	237286 EMiller/ Mastercard
			ACCOUNT TOTAL	196.60		
10550110 469320			Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	1108195531	0	2020 4 INV P	77.17	110119	237286 EMiller/ Mastercard
010510 DEMCO INC	6690829	0	2020 4 INV P	167.33	101819	236556 Admin/ 1,500 Librar
010522 COPY SYSTEMS INC	INV354778	0	2020 4 INV P	31.70	101119	13745 Double strip tape m
			ACCOUNT TOTAL	276.20		
			ORG 10550110 TOTAL	4,382.31		
10550121 438030			Library Bldg Maint - Public			
010319 MIDAMERICAN ENERGY	20191023113354	0	Electricity	7,956.45	102519	13947 MidAmbBilling 102320
			ACCOUNT TOTAL	7,956.45		
10550121 438070			Heating Fuel/Gas			
010319 MIDAMERICAN ENERGY	20191023113354	0	2020 4 INV P	622.24	102519	13947 MidAmbBilling 102320
			ACCOUNT TOTAL	622.24		
10550121 438100			Refuse Collection Charges			
013663 REPUBLIC SERVICES OF	0897-000874022	0	2020 4 INV P	120.00	102519	236831 Refuse & Recycling
			ACCOUNT TOTAL	120.00		
10550121 442010			Other Building R&M Services			

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CITY OF IOWA CITY
Library Disbursements: October 1 to October 31, 2019

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
010392 RMB CO INC	4067	0	2020 4 INV P	903.35 101819		
010392 RMB CO INC	4118	0	2020 4 INV P	1,278.23 101819	13876	FAC/Boiler, Bathroom
010392 RMB CO INC	4133	0	2020 4 INV P	1,015.00 102519	13876	FAC/ IT Control Val
				1,015.00 102519	13964	FAC/Insulated Heate
				3,196.58		
010475 GREENSTATE CREDIT U	1108190771	0	2020 4 INV P	374.16 110119	237285	Bgehrke/Mastercard
010981 JOE'S QUALITY WINDOW	17925	0	2020 4 INV P	140.00 102519	236788	FAC/ Lower Outside
011049 D L BOKHOVEN	101919	0	2020 4 INV P	504.00 110119	237270	FAC/Replace Vinyl B
014366 ORKIN LLC	183490334	0	2020 4 INV P	1,212.00 101119	236449	Bed bug quarterly -
				5,426.74		
				ACCOUNT TOTAL		
10550121 442030	4130	0	Heating & Cooling R&M Services	433.25 102519	13964	FAC/ Compressor Fan
010392 RMB CO INC			2020 4 INV P			
				ACCOUNT TOTAL		
10550121 442050			Furnishing R&M Services	433.25		
011546 SEDLACEK UPHOLSTERY	334	0	2020 4 INV P	400.00 101119	236469	Loveseat; labor
011546 SEDLACEK UPHOLSTERY	336	0	2020 4 INV P	400.00 101819	236652	FAC/Labor Loveseat
011546 SEDLACEK UPHOLSTERY	338	0	2020 4 INV P	400.00 102519	236836	FAC/ Labor Loveseat
				1,200.00		
				ACCOUNT TOTAL		
10550121 449160			Other Rentals	1,200.00		
010627 CINTAS CORPORATION	4031887829	0	2020 4 INV P	191.87 101819	236545	FAC/Sanitary Suppl
010627 CINTAS CORPORATION	4032814079	0	2020 4 INV P	191.87 110119	237266	FAC/ Cleaning Suppl
				383.74		
				ACCOUNT TOTAL		
10550121 452040			Sanitation & Indust Supplies	383.74		
010290 LENOX AND CILEK ACE	367061/3	0	2020 4 INV P	926.89 101819	236611	FAC/ Sanitary Suppl
010290 LENOX AND CILEK ACE	367115/3	0	2020 4 INV P	280.60 101819	236611	FAC/Sanitary Suppl
				1,207.49		
				ACCOUNT TOTAL		
010570 CENTRAL IOWA DISTRIB	186541	0	2020 4 INV P	154.35 110119	14160	FAC/ Vacuum Supplie
010627 CINTAS CORPORATION	4031887829	0	2020 4 INV P	224.93 101819	236545	FAC/Sanitary Suppl
010627 CINTAS CORPORATION	4032814079	0	2020 4 INV P	163.76 110119	237266	FAC/ Cleaning Suppl
				388.69		
				ACCOUNT TOTAL		
				1,750.53		



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550121 463100 010570 CENTRAL IOWA DISTRIB	186541	0	Ice Control Chemicals 2020 4 INV P	302.50	110119	14160 FAC/ Vacuum Supplie
			ACCOUNT TOTAL	302.50		
10550121 466070 010376 PSC DISTRIBUTION	S1598525.001	0	Other Maintenance Supplies 2020 4 INV P	97.28	101119	13784 Plumbing supplies,
011399 ELECTRIC EQUIPMENT S	7958	0	2020 4 INV P	306.24	102519	13924 FAC/ Lightbulbs
			ACCOUNT TOTAL	403.52		
			ORG 10550121 TOTAL	18,598.97		
10550140 432060 10550140 ENCOMPASS IOWA LLC	9570	0	Library Computer Systems Consultant Services 2020 4 INV P	931.00	101119	13755 IT Essentials/Endpo
014457 A TECH INC	444762	0	2020 4 INV P	90.00	110119	14141 IT/Service Call for
			ACCOUNT TOTAL	1,021.00		
10550140 438140 010475 GREENSTATE CREDIT U	1108190250	0	Internet Fees 2020 4 INV P	1,200.00	110119	237287 BPalmer/ Mastercard
011937 AUREON COMMUNICATION	0789007015	0	2020 4 INV P	100.00	101819	236536 Internet Services
014293 IMON COMMUNICATIONS	2086923	0	2020 4 INV P	375.28	110119	237304 IT/ Internet & Phon
014400 MOBILE BEACON	10022019	0	2020 4 INV P	1,320.00	101119	236444 Data plans for mobi
			ACCOUNT TOTAL	2,995.28		
10550140 444080 010475 GREENSTATE CREDIT U	1108190250	0	Software R&M Services 2020 4 INV P	306.30	110119	237287 BPalmer/ Mastercard
010525 ENCOMPASS IOWA LLC	9570	0	2020 4 INV P	67.00	101119	13755 IT Essentials/Endpo
010525 ENCOMPASS IOWA LLC	9621	0	2020 4 INV P	4,000.00	110119	14172 IT/ VMware Licenses
				4,067.00		
010551 RECORDED BOOKS LLC	76524458	0	2020 4 INV P	4,000.00	102519	13961 IT/ 1 Year Zinio-On
			ACCOUNT TOTAL	8,373.30		
10550140 444100 010081 CDW GOVERNMENT INC	VCH5056	0	Hardware R&M Services 2020 4 INV P	3,838.00	101119	236360 UPS hardware mainte
			ACCOUNT TOTAL	3,838.00		
10550140 455110			Software			

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
010475 GREENSTATE CREDIT U	1108190250	0	2020 4 INV P	369.94 110119	237287	BPalmer/ Mastercard
			ACCOUNT TOTAL	369.94		
			ORG 10550140 TOTAL	16,597.52		
10550151 432080			Lib Public Services - Adults			
10550151 432080			Other Professional Services			
010145 ENGLERT CIVIC THEATR 2595		0	2020 4 INV P	2,500.00 101119	236376	2019 Witching Hour
			ACCOUNT TOTAL	2,500.00		
10550151 445140			Outside Printing			
010050 TRU ART	105637011	0	2020 4 INV P	42.50 110119	237381	AD, CHI, ADMIN, CAS/ 2
			ACCOUNT TOTAL	42.50		
10550151 445250			Inter-Library Loans			
000119 Flagler College Proc 09152019		0	2020 4 INV P	15.00 101119	236441	ILL/Murder of Crows
			ACCOUNT TOTAL	15.00		
10550151 469320			Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	1108190227	0	2020 4 INV P	15.00 110119	237283	MClark/ Mastercard
			ACCOUNT TOTAL	15.00		
10550151 469360			Food and Beverages			
010475 GREENSTATE CREDIT U	1108190227	0	2020 4 INV P	45.33 110119	237283	MClark/ Mastercard
			ACCOUNT TOTAL	45.33		
			ORG 10550151 TOTAL	2,617.83		
10550152 445140			Lib Public Services - Children			
10550152 445140			Outside Printing			
010050 TRU ART	105637011	0	2020 4 INV P	85.00 110119	237381	AD, CHI, ADMIN, CAS/ 2
			ACCOUNT TOTAL	85.00		
10550152 469320			Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	1108190235	0	2020 4 INV P	136.19 110119	237284	APilkington/Masterc
			ACCOUNT TOTAL	136.19		
10550152 469360			Food and Beverages			
010475 GREENSTATE CREDIT U	1108190235	0	2020 4 INV P	71.88 110119	237284	APilkington/Masterc
			ACCOUNT TOTAL	71.88		
			ORG 10550152 TOTAL	293.07		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550159 435059 10550159 IOWA CITY COMMUNITY 012233	91919	0	2020 4 INV P Advertising	126.00 101819	236588	CAS/ Advertisements
10550159 445140 010050 TRU ART 010050 TRU ART 010050 TRU ART	105242011 105456011 105637011	0	Outside Printing 2020 4 INV P 2020 4 INV P 2020 4 INV P	5,616.29 101119 774.00 101119 42.50 101119	236480 236480 237381	Fall Window newslet Your Library Card b AD,CHI,ADMIN,CAS/ 2
010355 OLD CAPITOL SCREEN P 520383 010373 PIP PRINTING 101560		0	2020 4 INV P 2020 4 INV P	703.83 110119 421.82 102519	14197 13955	CAS/46 Homecoming P CAS/4,000 Window En
10550159 449280 010556 UNIQUE MANAGEMENT SE 559912		0	Misc Services & Charges 2020 4 INV P	35.80 101819	236679	CAS/ September Plac
10550160 445270 10550160 BAKER & TAYLOR INC C 200055092019V 010509 BAKER & TAYLOR INC C 2034799459 011068 OVERDRIVE INC MR137019187068		0	Library Collection Services Library Material R&M Services 2020 4 INV P 2020 4 INV P	1,116.02 101819 212.00 101819	236538 236633	LIBRARY MATERIALS LIBRARY MATERIALS
10550160 469110 010509 BAKER & TAYLOR INC C H627278DM 010510 DEMCO INC 6691557 010546 MIDWEST TAPE 98004028 014495 THE LIBRARY STORE IN 421855		0	Misc Processing Supplies 2020 4 INV P 2020 4 INV P 2020 4 INV P 2020 4 INV P	430.20 110119 844.06 101819 163.20 102519 905.33 101819	237263 236556 236806 13885	LIBRARY MATERIALS LIBRARY MATERIALS LIBRARY MATERIALS LIBRARY MATERIALS
10550210 477020 10550210 BAKER & TAYLOR INC C 2034799459 010509 BAKER & TAYLOR INC C 2034799607		0	Library Children's Materials Books (Cat/Cir) 2020 4 INV P 2020 4 INV P	73.82 101119 75.44 101119	236357 236357	LIBRARY MATERIALS LIBRARY MATERIALS
			ORG 10550160 TOTAL	3,670.81		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C 2034800449	0	2020 4	INV P	179.83	101819	236538	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034803248	0	2020 4	INV P	41.14	101819	236538	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034805158	0	2020 4	INV P	377.64	101119	236357	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034807127	0	2020 4	INV P	663.40	101119	236357	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034807522	0	2020 4	INV P	24.97	101819	236538	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034810498	0	2020 4	INV P	214.29	101819	236538	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034814445	0	2020 4	INV P	11.10	101819	236538	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034821538	0	2020 4	INV P	71.37	101819	236538	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034822221	0	2020 4	INV P	378.77	102519	236736	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034828260	0	2020 4	INV P	147.25	102519	236736	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034830632	0	2020 4	INV P	301.17	101119	236357	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034834371	0	2020 4	INV P	328.48	102519	236736	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034837784	0	2020 4	INV P	14.96	101819	236538	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034840681	0	2020 4	INV P	308.28	102519	236736	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034842742	0	2020 4	INV P	11.96	102519	236736	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034844140	0	2020 4	INV P	20.76	102519	236736	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034846415	0	2020 4	INV P	30.21	102519	236736	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034858949	0	2020 4	INV P	116.04	110119	237262	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034859020	0	2020 4	INV P	442.82	110119	237262	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034860882	0	2020 4	INV P	91.77	110119	237262	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C 2034868445	0	2020 4	INV P	8.98	110119	237262	LIBRARY MATERIALS
				3,934.45			
010514 AMAZON	66528101019	0	2020 4	INV P	7.99	102519	236733 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 421220449	0	2020 4	INV P	40.20	102519	236781	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42158048	0	2020 4	INV P	34.34	102519	236781	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42253912	0	2020 4	INV P	95.24	110119	237306	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42277694	0	2020 4	INV P	5.59	110119	237306	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42321532	0	2020 4	INV P	334.19	110119	237306	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42354222	0	2020 4	INV P	103.57	110119	237306	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42360005	0	2020 4	INV P	55.75	110119	237306	LIBRARY MATERIALS
				668.88			
013055 LAKESHORE LEARNING M 1778220919	0	2020 4	INV P	41.98	101119	236423	LIBRARY MATERIALS
				4,653.30			
10550210 477040	LIBRARY SERVI 42253912	0	2020 4	INV P	222.36	110119	237306 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42277694	0	2020 4	INV P	32.50	110119	237306	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI 42360005	0	2020 4	INV P	22.78	110119	237306	LIBRARY MATERIALS
				277.64			
				277.64			
10550210 477070	BOOKS LLC 76526162	0	2020 4	INV P	119.94	102519	13961 LIBRARY MATERIALS
010551 RECORDED BOOKS LLC 76526162	0	2020 4	INV P	119.94	102519	13961	LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550210 477100 010546 MIDWEST TAPE	97973662	0	Fiction Audio-CD 2020 4 INV P	31.99 101119	236436	LIBRARY MATERIALS
			ACCOUNT TOTAL	31.99		
10550210 477110 010509 BAKER & TAYLOR INC C H40440320		0	Music-CD 2020 4 INV P	20.56 102519	236737	LIBRARY MATERIALS
			ACCOUNT TOTAL	20.56		
10550210 477120 010536 INGRAM LIBRARY SERV I 42158048 010536 INGRAM LIBRARY SERV I 42277694 010536 INGRAM LIBRARY SERV I 42360005		0	Other Audio-CD 2020 4 INV P 2020 4 INV P 2020 4 INV P	10.97 102519 5.99 110119 10.97 110119	236781 237306 237306	LIBRARY MATERIALS LIBRARY MATERIALS LIBRARY MATERIALS
			ACCOUNT TOTAL	27.93		
015457 LIBRARY IDEAS LLC	72096	0	2020 4 INV P	217.04 110119	237333	LIBRARY MATERIALS
015458 FINDAWAY WORLD LLC	298154	0	2020 4 INV P	184.96 110119	237276	LIBRARY MATERIALS
015458 FINDAWAY WORLD LLC	299651	0	2020 4 INV P	44.99 110119	237276	LIBRARY MATERIALS
			ACCOUNT TOTAL	229.95		
			ACCOUNT TOTAL	474.92		
10550210 477160 010509 BAKER & TAYLOR INC C H39259130 010509 BAKER & TAYLOR INC C H39392520		0	Video Recordings 2020 4 INV P 2020 4 INV P	10.85 101119 18.09 101819	236358 236539	LIBRARY MATERIALS LIBRARY MATERIALS
			ACCOUNT TOTAL	28.94		
010546 MIDWEST TAPE	97972500	0	2020 4 INV P	134.94 101119	236436	LIBRARY MATERIALS
010546 MIDWEST TAPE	98036815	0	2020 4 INV P	292.37 102519	236806	LIBRARY MATERIALS
			ACCOUNT TOTAL	427.31		
			ACCOUNT TOTAL	456.25		
10550210 477200 010514 AMAZON	66528101019	0	Toys 2020 4 INV P	305.39 102519	236733	LIBRARY MATERIALS
			ACCOUNT TOTAL	305.39		
10550210 477220 010536 INGRAM LIBRARY SERV I 42158048 010536 INGRAM LIBRARY SERV I 42360005		0	Multi-Media/Gaming 2020 4 INV P 2020 4 INV P	37.99 102519 28.49 110119	236781 237306	LIBRARY MATERIALS LIBRARY MATERIALS
			ACCOUNT TOTAL	66.48		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550210 477250 015034 KANOPY INC	169031 - PPU	0	Downloadable Media 2020 4 INV P			236417 LIBRARY MATERIALS
			ACCOUNT TOTAL			66.48
			140.00 101119			
			140.00			
10550210 477350 010475 GREENSTATE CREDIT U	1108190292	0	Online Reference 2020 4 INV P			237282 Manganano/ Mastercard
			ACCOUNT TOTAL			74.09 110119
			74.09			
			6,620.56			
10550220 477020 010509 BAKER & TAYLOR INC	2034797537	0	Library Adult Materials Books (Cat/Cir) 2020 4 INV P			236357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034799459	0	2020 4 INV P			236357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034799607	0	2020 4 INV P			236357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034800522	0	2020 4 INV P			236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	203480111	0	2020 4 INV P			237262 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034803248	0	2020 4 INV P			236538 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034807127	0	2020 4 INV P			236357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034807522	0	2020 4 INV P			236357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034808730	0	2020 4 INV P			236538 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034810498	0	2020 4 INV P			236538 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034818156	0	2020 4 INV P			236736 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034818382	0	2020 4 INV P			236736 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034821538	0	2020 4 INV P			236538 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034828260	0	2020 4 INV P			236357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034830632	0	2020 4 INV P			236357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034834371	0	2020 4 INV P			236538 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034837784	0	2020 4 INV P			236736 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034842742	0	2020 4 INV P			236736 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034846415	0	2020 4 INV P			236736 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034847986	0	2020 4 INV P			237262 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	2034860882	0	2020 4 INV P			236537 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	5015751898	0	2020 4 INV P			
			7,659.93			
010514 AMAZON	66528101019	0	2020 4 INV P			236733 LIBRARY MATERIALS
			9.99 102519			
010520 CENTER POINT PUBLISH	1728142	0	2020 4 INV P			236746 LIBRARY MATERIALS
			134.82 102519			
010531 GALE GROUP	68499792	0	2020 4 INV P			236382 LIBRARY MATERIALS
010531 GALE GROUP	68519203	0	2020 4 INV P			236567 LIBRARY MATERIALS
010531 GALE GROUP	68671956	0	2020 4 INV P			236764 LIBRARY MATERIALS
010531 GALE GROUP	68672207	0	2020 4 INV P			236764 LIBRARY MATERIALS
010531 GALE GROUP	68750235	0	2020 4 INV P			237279 LIBRARY MATERIALS
			303.59			

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010536 INGRAM LIBRARY SERV	42158048	0	2020	4	INV P			236781 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV	42253912	0	2020	4	INV P			237306 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV	42277694	0	2020	4	INV P			237306 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERV	42354222	0	2020	4	INV P			237306 LIBRARY MATERIALS
ACCOUNT TOTAL						126.85		
10550220 477040			Books (Cat/Reference)					
010509 BAKER & TAYLOR INC	5015751898	0	2020	4	INV P			236537 LIBRARY MATERIALS
013941 ROWMAN & LITTLEFIELD	11239313	0	2020	4	INV P			236466 LIBRARY MATERIALS
ACCOUNT TOTAL						233.87		
10550220 477070			Downloadable-eBooks					
010551 RECORDED BOOKS LLC	10610707	0	2020	4	CRM P			13961 LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	10627988	0	2020	4	CRM P			13961 LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	10651553	0	2020	4	CRM P			13961 LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	76526162	0	2020	4	INV P			13961 LIBRARY MATERIALS
ACCOUNT TOTAL						7,481.89		
011068 OVERDRIVE INC	01370CO19181852	0	2020	4	INV P			236450 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19181972	0	2020	4	INV P			236450 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19182962	0	2020	4	INV P			236450 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19182963	0	2020	4	INV P			236450 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19187386	0	2020	4	INV P			236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19194069	0	2020	4	INV P			236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19194875	0	2020	4	INV P			236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19194876	0	2020	4	INV P			236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19194913	0	2020	4	INV P			236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19170288	0	2020	4	INV P			236450 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19177045	0	2020	4	INV P			236450 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19180762	0	2020	4	INV P			236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19187781	0	2020	4	INV P			236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19190038	0	2020	4	INV P			236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19193184	0	2020	4	INV P			236816 LIBRARY MATERIALS
ACCOUNT TOTAL						4,967.52		
10550220 477100			Fiction Audio-CD					
010518 BLACKSTONE AUDIOBOOK	1139693	0	2020	4	INV P			13733 LIBRARY MATERIALS
ACCOUNT TOTAL						12,200.86		
010546 MIDWEST TAPE	97973662	0	2020	4	INV P			236436 LIBRARY MATERIALS
010546 MIDWEST TAPE	98035154	0	2020	4	INV P			236806 LIBRARY MATERIALS
010546 MIDWEST TAPE	98067352	0	2020	4	INV P			237340 LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010551 RECORDED BOOKS LLC	76531901	0	2020	4	INV P	117.71	110119	14207 LIBRARY MATERIALS
ACCOUNT TOTAL						470.63		
10550220 477110								
010509 BAKER & TAYLOR INC	C H37744270	0	2020	4	INV P	56.54	102519	236737 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39536270	0	2020	4	INV P	19.08	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39549810	0	2020	4	INV P	41.84	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39606490	0	2020	4	INV P	20.55	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39746580	0	2020	4	INV P	14.69	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39750510	0	2020	4	INV P	5.13	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39798710	0	2020	4	INV P	16.15	101819	236539 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39873520	0	2020	4	INV P	23.50	101819	236539 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39879000	0	2020	4	INV P	33.04	101819	236539 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H40328550	0	2020	4	INV P	22.02	102519	236737 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H40440320	0	2020	4	INV P	88.81	102519	236737 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H40479950	0	2020	4	INV P	161.68	102519	236737 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H40627360	0	2020	4	INV P	29.37	110119	237263 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H626846CM	0	2020	4	CRM P	-20.56	102519	236737 LIBRARY MATERIALS
511.84								
010546 MIDWEST TAPE	97973664	0	2020	4	INV P	8.99	101119	236436 LIBRARY MATERIALS
010546 MIDWEST TAPE	98035152	0	2020	4	INV P	22.48	102519	236806 LIBRARY MATERIALS
010546 MIDWEST TAPE	98067353	0	2020	4	INV P	17.09	110119	237340 LIBRARY MATERIALS
48.56								
ACCOUNT TOTAL						560.40		
10550220 477160								
010509 BAKER & TAYLOR INC	C H39170290	0	2020	4	INV P	18.11	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39217370	0	2020	4	INV P	53.20	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39259130	0	2020	4	INV P	10.49	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39287030	0	2020	4	INV P	284.54	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39305270	0	2020	4	INV P	32.62	101119	236358 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39372550	0	2020	4	INV P	668.03	101819	236539 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39392520	0	2020	4	INV P	132.13	101819	236539 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39420510	0	2020	4	INV P	21.71	101819	236539 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39463560	0	2020	4	INV P	21.71	101819	236539 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39548900	0	2020	4	INV P	50.70	102519	236737 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39612100	0	2020	4	INV P	48.54	102519	236737 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39702110	0	2020	4	INV P	42.01	102519	236737 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC	C H39750650	0	2020	4	INV P	19.56	110119	237263 LIBRARY MATERIALS
1,403.34								
010546 MIDWEST TAPE	97972500	0	2020	4	INV P	705.43	101119	236436 LIBRARY MATERIALS
010546 MIDWEST TAPE	97973663	0	2020	4	INV P	58.48	101119	236436 LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010546 MIDWEST TAPE	98012055	0	2020	4	INV P	33.72	101819	236619 LIBRARY MATERIALS
010546 MIDWEST TAPE	98036815	0	2020	4	INV P	230.90	102519	236806 LIBRARY MATERIALS
						1,028.53		
						ACCOUNT TOTAL		
						2,431.87		
10550220 477190								
010475 GREENSTATE CREDIT U	1108190250	0						
						Puzzles		
			2020	4	INV P	165.00	110119	237287 BPalmer/ Mastercard
						ACCOUNT TOTAL		
						165.00		
10550220 477210								
010509 BAKER & TAYLOR INC C	H39392520	0						
010509 BAKER & TAYLOR INC C	H39702110	0						
						Non-Fiction Video-DVD		
			2020	4	INV P	11.59	101819	236539 LIBRARY MATERIALS
			2020	4	INV P	18.84	102519	236737 LIBRARY MATERIALS
						30.43		
010546 MIDWEST TAPE	97972500	0	2020	4	INV P	14.99	101119	236436 LIBRARY MATERIALS
						ACCOUNT TOTAL		
						45.42		
10550220 477220								
010536 INGRAM LIBRARY SERVI	42158048	0						
010536 INGRAM LIBRARY SERVI	42277694	0						
010536 INGRAM LIBRARY SERVI	42360005	0						
						Multi-Media/Gaming		
			2020	4	INV P	332.40	102519	236781 LIBRARY MATERIALS
			2020	4	INV P	303.88	110119	237306 LIBRARY MATERIALS
			2020	4	INV P	37.99	110119	237306 LIBRARY MATERIALS
						674.27		
						ACCOUNT TOTAL		
						674.27		
10550220 477230								
010518 BLACKSTONE AUDIOBOOK	1139732	0						
010518 BLACKSTONE AUDIOBOOK	1143512	0						
						Non-Fiction Audio-CD		
			2020	4	INV P	40.00	101119	137733 LIBRARY MATERIALS
			2020	4	INV P	32.49	102519	13910 LIBRARY MATERIALS
						72.49		
010546 MIDWEST TAPE	97973662	0	2020	4	INV P	79.98	101119	236436 LIBRARY MATERIALS
010546 MIDWEST TAPE	98067352	0	2020	4	INV P	33.99	110119	237340 LIBRARY MATERIALS
						113.97		
010551 RECORDED BOOKS LLC	76526511	0	2020	4	INV P	31.49	101819	13873 LIBRARY MATERIALS
						ACCOUNT TOTAL		
						217.95		
10550220 477250								
011068 OVERDRIVE INC	01370C019181971	0						
011068 OVERDRIVE INC	01370C019182958	0						
011068 OVERDRIVE INC	01370C019182961	0						
011068 OVERDRIVE INC	01370C019187387	0						
011068 OVERDRIVE INC	01370C019189614	0						
						Downloadable Media		
			2020	4	INV P	639.91	101119	236450 LIBRARY MATERIALS
			2020	4	INV P	265.23	101119	236450 LIBRARY MATERIALS
			2020	4	INV P	528.47	101119	236450 LIBRARY MATERIALS
			2020	4	INV P	348.47	101819	236633 LIBRARY MATERIALS
			2020	4	INV P	109.00	101819	236633 LIBRARY MATERIALS



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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
011068 OVERDRIVE INC	01370CO19190401	0	2020	4	INV P	59.99	101819	236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19194075	0	2020	4	INV P	420.40	102519	236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19194874	0	2020	4	INV P	532.98	102519	236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19194914	0	2020	4	INV P	109.00	102519	236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO19196395	0	2020	4	INV P	264.99	102519	236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19170288	0	2020	4	INV P	866.46	101119	236450 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19180762	0	2020	4	INV P	337.80	101819	236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19187781	0	2020	4	INV P	390.46	101819	236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19190038	0	2020	4	INV P	150.00	101819	236633 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19193184	0	2020	4	INV P	151.00	102519	236816 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA19193185	0	2020	4	INV P	79.99	102519	236816 LIBRARY MATERIALS
						5,254.15		
015034 KANOPY INC	169031 - PPV	0	2020	4	INV P	1,899.00	101119	236417 LIBRARY MATERIALS
						7,153.15		
10550220 477290	PROQUEST INFORMATION 61872758	0			Microforms-STO			
					2020 4 INV P	4,263.00	102519	13958 LIBRARY MATERIALS
					ACCOUNT TOTAL	4,263.00		
10550220 477330	IOWA CITY PRESS CITI FY20PC0025925	0			Print/Reference Serials			
					2020 4 INV P	1,008.55	102519	236783 ICPC ACCOUNT PC0025
					ACCOUNT TOTAL	1,008.55		
10550220 477350	NEWS BANK INC	0			Online Reference			
					2020 4 INV P	12,963.00	101819	236630 LIBRARY MATERIALS
					ACCOUNT TOTAL	12,963.00		
					ORG 10550220 TOTAL	50,623.15		
					FUND 1000 General			
					TOTAL:	111,124.46		

Wesley Beary, President

John Beasley, Secretary