

Iowa City Public Library Board of Trustees Meeting Agenda

January 26, 2023
2nd Floor - Boardroom
Regular Meeting - 5:00 PM

Carol Kirsch - President
Tom Rocklin - Vice President
DJ Johnk - Secretary

Joseph Massa
Claire Matthews
Robin Paetzold

John Raeburn
Hannah Shultz
Dan Stevenson

1. Call Meeting to Order.

2. Approval of January 26, 2023 Board Meeting Agenda.

3. Public Discussion.

4. Items to be Discussed.

- A. Strategic Planning Update.
Comment: This is a regularly scheduled agenda item. Board action not required.
- B. 2nd Quarter Statistics and Financials Review.
Comment: This is a regularly scheduled agenda item. Board action not required.
- C. Policy Review: 703 Recording and Streaming Policy.
Comment: This is a regularly scheduled agenda item. Board action required.

5. Staff Reports.

- A. Director's Report.
- B. Departmental Reports: Adult Services, Community & Access Services.
- C. Development Report.
- D. Miscellaneous.

6. President's Report.

7. Announcements from Members.

8. Committee Reports.

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

9. Communications.

10. Consent Agenda.

- A. Approve Minutes of Library Board of Trustees December 15, 2022 Regular Meeting.
- B. Approve Disbursements for December, 2022.

11. Set Agenda Order for February Meeting.

12. Adjournment.

Iowa City Public Library- Board of Trustee Meetings

Agenda Items and Order Schedule

January 26, 2023	February 23, 2023	March 23, 2023
Strategic Planning Update 2 nd Quarter Goals/Statistics Financials Review Policy Review: 703 Recording and Streaming Policy (IT) Departmental Reports: AS, CAS	Director's Evaluation Appoint Nominating Committee Set Calendar for Next Fiscal Year Departmental Reports: CH, CLS, IT	Policy Review: 802 Confidentiality Departmental Reports: AS, CAS
April 27, 2023	May 25, 2023	June 22, 2023
President Appoints to Foundation Board Election of Officers Review 3 rd Quarter Financials & Statistics Departmental Reports: CH, CLS, IT	Policy Review: 815 Internet Use Policy (IT) Policy Review: Naming and Recognition (Admin/Dev) Departmental Reports: AS, CAS	Adopt NOBU Budget Departmental Reports: CH, CLS, IT Special Events: Summer Reading Program 6/1/23
July 27, 2023	August 24, 2023	September 28, 2023
Strategic Plan Review Board of Trustees Annual Report MOA-ICPLFF & ICPL Departmental Reports: AS, CAS	Review 4 th Quarter Financials & Statistics Policy Review: 816 Library Access for Sex Offenders Convicted of Sex Offenses Against Minors (Admin) Dept Reports: CH, CLS, IT	Budget Discussion Policy Review: 808 Art Advisory Committee (COL/AS) Policy Review: 810 Discussion Rooms (AS/CAS) Dept Reports: AS, CAS

Strategic Plan Update

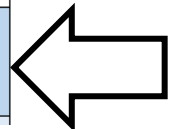
Prepared for the January 26th, 2023
Meeting of the Library Board of Trustees
Elsworth Carman, Library Director

We are two and a half years into our current three-year strategic plan. This plan has served us well through the COVID closure and reopening and continues to feel largely relevant and reflective of much of our work.

Progress has been made in each focus area of the strategic plan. Please see the attached document for updates. Note that new information is shaded for ease of navigation.

In the example below, the third row is new content.

2. Identify and address human resources and employment-related barriers to establishing a workplace that reflects the community.	Update list of posting locations for all positions with special emphasis on nontraditional posting sites in areas around the community.	Expanded our physical and online posting locations, starting with the PR Specialist and Coordinator of Administrative Services positions; this practice will continue with open positions.
	Reevaluate balance of professional and volunteer experience and educational accomplishments in candidate selection.	<p>Worked with City HR to craft new language around "relevant experience" in position descriptions and posting language.</p> <p>Adjusted minimum requirements and preferences for open Library Clerk position.</p> <p>Explored options of alternative requirements to ALA-Accredited MLIS degree for select Hourly Librarian positions.</p>
	Create personnel checklists to streamline hiring process, ensure consistency in HR practices, and identify areas of growth.	Drafts of checklists were created for supervisors to use when employees leave employment at ICPL and when onboarding new employees.



Staff in every department have worked hard to bring this strategic plan to life, while also maintaining the routine work of the library. Their efforts are impressive and inspiring.

Our next scheduled review of this plan will be at the April board meeting. It will be a quarterly update.

ICPL Strategic Plan January 2023 Update

GOAL 1: Recovery and Renewal following the COVID-19 Closure		
Objectives	Tactics	Progress Report
1. Reimagine ICPL in the community: Evaluate the services we offer and the ways we offer them.	Create public-facing surveys focused on service delivery throughout the post-COVID closure “reopening” process to get direct input from patrons on current and emerging needs. Include online, in-person, and paper-based collection tools.	Multiple online surveys were done related to library services during the design and implementation of our phased reopening.
	Create a programming schedule with internal and external partners to identify areas of overlap and/or gaps in programming.	<p>Successfully reached out to Prelude, Insight, Hope House, and the Senior Center to promote a variety of services including At Home, Deposit Collection, library card registration and app/tech support.</p> <p>Established a shared, internal partner spreadsheet for better internal communication. This tool helps each department identify and narrow service gaps in the community.</p> <p>Programming departments began meeting with other City departments monthly to discuss possible collaboration and overlap.</p> <p>The Public Relations team has been expanded to include department Coordinators, who attend monthly meetings and contribute to marketing decisions, initiatives, and priorities. Coordinators then report back to their departments as appropriate.</p>
	Retire old catalog.	On March 1, 2022, we retired the old catalog. Several improvements were made to the new catalog. Users can now filter their searches by what is currently available at the library or on

		order. Book reviews and excerpts were added to assist readers in selecting materials. The reading history option was given an overhaul; patrons can now search, sort, filter, and export their reading history information.
	Add ways for patrons to explore the collection from home by building out digital browsing options.	Monthly featured collections are listed on the home page of our website. A new “Browse the Shelves” page was introduced in October, 2020, providing digital versions of recently returned shelves, the new shelf, and a “surprise me” feature, offering a randomly-generated title. Instructional posts on how to use the catalog as a browsing tool were featured on the new web page.
	Increase bookmobile activity by 20% by adding Fridays to regular schedule.	The Bookmobile formerly operated on a Monday-Thursday daytime schedule, with the exception of specially scheduled community events (festivals, parades, etc.). After evaluating the community reach of the Bookmobile, the schedule has been extended to include Fridays, which allows for several new stops in lesser-served areas of the community. This change was made without increasing staff, and the effects of the additional service hours have an impact across the library. This impact is being evaluated along with the benefits of expanded services.
2. Identify carry-over goals from third and fourth quarters of FY20 strategic plan to FY21 plan; create new timeline for completion.	Plan for changes to general availability of compact discs and DVDs.	A new streaming service, hoopla, was introduced in December, 2021. The service offers music, movies, television programs, comics, eBooks, and audiobooks, widening the library’s digital catalog significantly. Patrons can check out up to 8 titles per month. Statistics for physical audiovisual materials are currently being monitored.
	Offer an interactive online readers’ advisory service.	Project completed. “Staff Picks...for You,” a personalized reading service was launched in July, 2021. Patrons fill out a form

	indicating their reading interests and staff provide recommendations and place holds (if requested).
Introduce new catalog to the public.	Our new catalog was introduced to the public in October, 2021. Developed in-house by ICPL staff using VuFind open-source software, the catalog provides more flexibility and allows us to adapt to our community's needs. The old catalog, Encore, was retired in March, 2022. Improvements to the new catalog were also implemented, including search result filtering by availability and on order, inclusion of book reviews and excerpts, and an overhaul of the reading history option, providing more usability to patrons.
Migrate Digital History Project (DHP) content to new content management system.	Staff migrated current Digital History Project content to the new system. We will introduce a new DHP website this fiscal year.
Plan and produce the Library's 125 th anniversary celebration.	<p>Community-wide activities including installation of 40 Pole Banners downtown July-October, 2021, featuring significant Iowa City anniversaries and the Big Grove 'Brary Birthday Bash. The Big Grove event featured live music (including a special rendition of "Happy Birthday" by Mayor Bruce Teague), games, food, the Bookmobile, and a library birthday cake.</p> <p>New anniversary Library Card designs have been made available throughout the community.</p> <p>A series of blog posts highlighting important events and people in ICPL's history (from 1897 to the present) were added to our website throughout the celebration.</p>
Explore circulation support offered away from the Help Desk and expand and/or provide training as needed.	Adult Services, Community Access Services, and Children's Services staff have been providing more extensive patron account support since working remotely in March, 2020. A RFID pad was installed at the Info Desk in 2021, allowing staff to check materials out from the desk. Training documents were created for staff

		<p>unfamiliar with the circulation processes, with more extensive in-person training offered in FY22.</p> <p>The Help Desk, Circulation, and Payment procedures were updated and expanded to document changes and introduced as a training tool for new Clerks and Pages. Bookmobile and Circulation procedures were similarly updated and expanded. These documents are available in an internal shared location and are scheduled to be reviewed every 2 or 3 years.</p>
	Extend “fine free” initiative to include all collections.	<p>Permanently expanding “fine free” to include all ICPL collections was included in the library’s annual department budget presentation to Council on January 8, 2022, and identified by City of Iowa City Administration as a recommended change to the FY23 budget.</p> <p>The Library Board unanimously voted to amend Policy 801: Circulation and Library Card Policy to remove fines on non-Children’s and YA collections as a permanent measure at its February 24, 2022 meeting.</p>
	Continue History Tour Programming	Adult Services staff hosted a history walk tour in November 2022. This idea will be incorporated into the programming repertoire going forward.
	Research social workers in libraries.	Practicum placement for Social Workers in Eastern Iowa Public Library Project will begin in late January 2023.
3. Prioritize public health and safety in designing and	Compete a detailed reopening/phase document that identifies benchmarks and transition information for moving through the	Initial draft completed and used through September 2020; second draft presented at November, 2020 Board Meeting and used through April, 2021. Final draft, reflective of variants, completed in May, 2021.

delivering library services.	phases of reopening after the COVID-19 closure.	
	Adapt selection and management of collection in response to changing patron demand and needs during pandemic.	Shifted FY21 collection budget to meet patron demand for digital collections; revised print standing order plans; offered new digital collections, including LinkedIn Learning, Creative Bug, and more digital magazines and newspapers. Digital collection use increased by 9.5% in FY21.
	Continue to review and edit "ICPL service guidelines" that reflect best practices in COVID safety while also allowing active service to the community.	"Phasing" document replaced with general guidelines, which were then recrafted into a model focused on staffing levels.
	Determine ways to provide low contact printing.	Staff reviewed mobile print features/limitations to compare different software products, and identified a preferred vendor. Plans are in place for a FY23 installation.
4. Assess and implement improved internal networks for individual, departmental, and group/team communication.	Purchase Microsoft Teams; provide training to all staff.	Project completed. Staff from all departments are using Teams for multiple projects.
	Try different times and participation options for "all staff" meetings.	Scheduled "all staff" Zoom meetings at various times to see what worked best for the staff during C19 closure. Continued to offer virtual participation in "all staff" meetings through FY22, and resumed in-person meetings in mid-FY23.
	Identify communication gaps and needs throughout organization.	Worked with an external trainer to identify areas for improvement in communication and communication expectations.

	Create a communication best practice plan for the library.	A cross-departmental communications committee meets regularly. The committee surveyed the entire staff to identify department/group trends in experiences with current communication tools. The next step is to conduct focus groups with departments and committees to determine staff needs, what communication pathways work well, and what areas need improvement.
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GOAL 2: Focus on Community Aspirations		
Objectives	Tactics	Progress Report
1. By FY2022, dedicate at least 30% of resources allocated to programming, outreach, and collections to services for and with BIPOC.	Conduct a diversity audit of teen and children's fiction collections.	An audit of print materials was conducted using software from Ingram, a library vendor. Results show that our collections (adult, children's, and young adult) are similar in comparison to other peer public libraries. We have a list of areas to focus on and improve. We are also looking at ways to continually monitor collection changes and progress using in-house methods.
	Establish weekly in-person and streaming bilingual Storytimes in Chinese and Spanish.	Two new Storytimes were developed for young patrons and their caretakers in FY22. Each week, bilingual Spanish/English and Chinese/English Storytime sessions are presented by Children's Room staff. These—and all other Storytime—offerings were live streamed until the building was fully reopened after the COVID-19 closure, so they could be enjoyed remotely, and are open to the public for onsite attendance.
	Maintain the Read Woke Reading Program for all age groups to participate in.	We continue to run this as a passive reading program on our website, offer multiple related online book lists, and distribute promotional bookmarks in the library.

	Create, develop, and evaluate tools to track resources spent on programming, outreach, and collections for and with BIPOC.	<p>A new purchasing infrastructure/project code was created to track FY22 expenditures, which will allow us to accurately code expenditures.</p> <p>Departments began actively tracking spending in FY22. In Collection Services, selectors tracked purchases of new print items that met diversity audit parameters. Titles were identified at point of order and staff relied on publisher information and trade reviews. Items attained through purchase suggestions and duplicates were not included. Only 12% of new title purchases met the parameters; young adult and children's materials either met or exceeded the goal. We are reviewing our initial results to compare them with other identification methods (such as catalog record subject headings).</p>
2. Identify and address human resources and employment-related barriers to establishing a workplace that reflects the community.	Update list of posting locations for all positions with special emphasis on nontraditional posting sites in areas around the community.	Expanded our physical and online posting locations, starting with the PR Specialist and Coordinator of Administrative Services positions; this practice will continue with open positions.
	Reevaluate balance of professional and volunteer experience and educational accomplishments in candidate selection.	<p>Worked with City HR to craft new language around "relevant experience" in position descriptions and posting language.</p> <p>Adjusted minimum requirements and preferences for open Library Clerk position.</p> <p>Explored options of alternative requirements to ALA-Accredited MLIS degree for select Hourly Librarian positions.</p>
	Create personnel checklists to streamline hiring process, ensure consistency in HR practices, and identify areas of growth.	Drafts of checklists were created for supervisors to use when employees leave employment at ICPL and when onboarding new employees.

3. Establish new ways for the community and library to communicate, including web-based, in-person, and postal mail options.	Implement new ways for patrons to communicate with library staff and administration.	Introduced a virtual readers' advisory option, text access to library director, remote printing, ways to "browse the stacks" virtually, and established welcome desk in library lobby. "Director Access Hours" instituted; Library Director spends one hour every week engaging with patrons in the Lobby and/or Gallery area of the library.
	Introduce volunteer-staffed "Welcome Desk" on first floor.	Welcome desk successfully integrated into library service model. Staff presented on the project at the 2022 Iowa Library Association Conference. The Welcome Desk will be continually assessed for effectiveness and sustainability.
4. Create a programming infrastructure for community-led, library-funded programs, with an emphasis on historically underrepresented, marginalized, and historically oppressed populations.	Partner with other community organizations to offer high profile, popular author programs in an accessible, low-barrier format (Local Libraries LIT [Listen, Initiate, Talk]).	The second season of Local Libraries LIT online programs attracted hundreds of people in November, January and March, 2022. The programs featured award winning writers sharing their diverse experiences, such as being a first-generation US college student who was born to Cuban immigrants. The popular programs were free thanks to support from a grant, donations, and sponsorships from the seven public libraries in Johnson County, the University of Iowa Libraries, and Kirkwood Community College Library.
	Create internal plan for community-led programming series for late FY22/early FY23 focused on amplifying the voices of BIPOC community members.	Project postponed until mid-FY23.
5. Review select policies, procedures, and practices with community representatives	Evaluate and modify cataloging practices.	To reduce bias in classification, a staff committee identified specific parts of the children's collection as an initial reclassification project. In FY21, major reclassification projects included the holiday, folklore, and fairy tale sections in the Children's Room were completed.

focusing on restorative justice.	Adopt Juneteenth as a library holiday.	After the City of Iowa City and AFSCME adopted the Juneteenth agreement, the Hours of Service policy (812) and AFSCME contract were amended to reflect changes to holiday schedule.
	Create new guidelines for staff implementation of Library Use Policy.	New guidelines were drafted in December 2022. Document has been shared with Community Crisis Services.
6. Seek alternatives to calling the police for violations of the Library Use Policy.	Use FY21 Inservice Day to provide learning opportunities and training related to this goal.	A virtual Inservice Day to discuss this topic was held on February 26, 2021. Pre-recorded videos with community partners and agencies were shared with staff. Brainstorming sessions with staff evaluating the Library Use Policy (809) and Ban and Bar Guidelines were held.
	Connect with local partners to learn and share best practices and support options.	We have offered staff training in collaboration with multiple community service groups, including Shelter House and CommUnity.
7. Partner with other City departments and community groups to create a comprehensive, sustainable, shared response to behavior issues.	Increase staff presence in partner spaces to build trust and gain knowledge of how the community is engaging around behavior issues.	<p>Partnered with Iowa City Community School District and CommUnity Mobile Crisis Unit to offer Inservice Day (2021) information videos, which have been retained for use in future trainings.</p> <p>Our Teen Librarian has expanded outreach to new partner sites and is spending time with teens in these spaces regularly.</p> <p>We have discussed behavior management strategies with the Iowa City Senior Center, Parks & Rec, and the Human Rights office for training ideas.</p> <p>We established a practice of coordinating specific patron bans with Shelter House to coordinate library return options.</p>
	Engage with local agencies for training and communication of library return options for banned patrons.	Partnered with CommUnity Crisis Services for de-escalation training during Inservice Day (FY 2022).

		Got feedback on draft changes to Library Use guidelines from CommUnity staff.
8. Prioritize access to information and materials related to community priorities: equity, antiracism, and First Amendment rights.	Collaborate with other area libraries to develop a program series featuring writers who champion equity, antiracism, and inclusion.	A unique group of staff from the public libraries in Coralville, Iowa City, North Liberty, Oxford, Solon, Swisher, and Tiffin worked with those from University of Iowa Libraries and Kirkwood Community College-Iowa City Library to organize and host three well-attended Local Libraries LIT (listen, initiate, talk) programs. The second LLLIT season featured acclaimed diverse writers in free online presentations with time for questions from those in attendance. The partnership expanded when a Kirkwood Community College professor incorporated one of the Local Libraries LIT programs into their curriculum.
	Ensure materials cataloging and processing reflect library and community values.	<p>We discontinued the use of the “Christian Fiction” label on materials. The ALA classifies this label as “prejudicial” and no other labels are placed on other fiction books with religious themes. We also updated our other genre labels to a more modern style including fantasy, horror, science fiction, mystery, western, and romance.</p> <p>Library staff are currently working with a vendor to review and replace outdated, obscure, and offensive Library of Congress Subject Headings. It takes a great deal of time to get a Library of Congress Subject Heading changed and they are the standard for cataloging practice. There are other controlled vocabularies and update tools we can take advantage of to make our catalog more inclusive and respectful. We hope to complete this project in spring 2023.</p>

GOAL 3: Resource Management		
Objectives	Tactics	Progress Report
1. Meet current and anticipate future community needs with intentionally-collected input from the community, library staff, public librarianship trends, adjacent professional fields, and other sources of inspiration.	Create staff “survey committee” to make regular inquiries about staff morale and needs related to PPE and other protective measures related to the COVID-19 reopening.	Staff committee developed and analyzed three surveys. Responses were integrated in reopening procedures.
	Plan and compete World Films reclassification.	Collection Services completed the reclassification of our collection of films on DVD in other languages to "World Film." We previously used the film industry term “foreign film” in our cataloging, labeling, and shelving for this collection. This collection contains over 1,200 items, covering 67 different languages.
	Add Adventure Pass program to library offerings.	In response to patron requests, the Iowa Libraries Adventure Pass program was introduced to patrons in June, 2022. Resident cardholders can check out a free day pass to cultural attractions and museums in Iowa, including the African-American Museum of Iowa, Blank Park Zoo, Figge Art Museum, and the Science Center of Iowa.
	Identify best practices on managing digital collection resources, especially pricing of licensed content.	<p>Selectors evaluated and updated current repurchasing guidelines for expiring titles, creating stricter terms for rebuying a title to ensure a balanced budget.</p> <p>This fall, a University of Iowa practicum student, Alexa Starry, researched peer libraries to compare how others approach purchasing eBooks and audiobooks. Her research showed that while most libraries are grappling with these same issues, best practices in managing digital collections for public libraries have not been developed. Library staff monitored an ALA CORE forum on</p>

		digital collection management in December. Information from participating libraries was collected and will be analyzed.
	Plan next Strategic Plan	Met with a cross departmental committee and the State Library. The staff committee created a community survey, staff survey, and planned the Inservice Day workshop.
2. Communicate proactively and consistently; maintain transparency in decision-making and process internally and externally.	Hire new CAS Coordinator and PR Specialist; audit current internal and external communication strategies.	New CAS Coordinator hired 9/14/2020; PR Specialist hired 1/6/2021. Internal and external communication strategies are under review.
	Explore ways of engaging and communicating with library staff during periods of remote work and while transitioning back into the building	Adapted “all staff” meeting schedules to better meet staff needs during the COVID-19 closure and early reopening in an attempt to appropriately communicate changes and updates to all employees; this included weekly meetings through most of the summer. Developed departmental phasing plans that emphasized a safe and comfortable return to onsite work.
	Focus on workplace communication and culture at annual Inservice Day 2021.	Terry Whitson, a training and development consultant, conducted staff focus groups to identify themes around workplace culture and communication. Whitson provided the results of her all staff, small group discussions as well as training on change management at Inservice Day in December.
	Create a template for the Board packet.	Graphics and Admin worked to create a Board packet template to streamline the presentation of documents, make general navigation easier, and reduce unnecessary formatting efforts.
	Institute a “weekly message” from the library director and offer	In response to feedback from staff, a weekly message from the library director and two weekly “office hours” have been offered since February 2022.

	regularly scheduled “office hours” for staff engagement.	
3. Ensure all ICPL employees, volunteers, and donors are ready to champion the changing work of librarianship; seek and allocate resources to build and maintain readiness and resiliency for staff and volunteers.	Join Urban Libraries Council for increased access to relevant training, education, and networking opportunities for staff and volunteers.	Urban Libraries Council membership active as of June, 2022.
	Provide staff training on Intellectual Freedom.	Intellectual Freedom training sessions were offered to all staff in March 2022. At the March staff meeting, we reviewed the concept of intellectual freedom and why it is a value in public libraries and at ICPL specifically. Katelyn Browne, Youth Services Librarian at University of Northern Iowa and member of ILA’s Intellectual Freedom Committee joined us to present a portion of “The Unhappy Patron: A Choose Your Option Intellectual Freedom Story Game.” Several sessions of “Intellectual Freedom at ICPL” were held for staff to review library policy, discuss talking points, and practice speaking with a patron about intellectual freedom issues, especially where a patron might escalate in tone and manner.
	Develop infrastructure for staff and volunteer orientation and training.	New staff orientation developed; Volunteer job descriptions refreshed and updated. The Volunteer Committee has established a strong workflow. Traditional and new volunteer positions are being regularly filled. A Volunteer Recognition Ceremony was held in Spring 2022.
	Support staff mental health and wellness.	Created a staff mental health space and began offering Headspace mindfulness app in July 2022 to all library employees, regardless of their benefit status.

	Provide opportunities to promote the importance of intellectual freedom.	<p>Staff members provided two conference sessions at the Iowa Library Association in October 2022 on intellectual freedom on the role of board members during challenges and how public libraries can support school librarians. Staff members from Johnson County libraries provided an overview of intellectual freedom to Johnson County legislators and other political representatives in December of 2022. Staff also met with the City Manager in late December 2022 to emphasize ICPL's commitment to intellectual freedom, how the library handles challenges, and how the City Manager's office and City Council might be impacted if a member of the public challenges materials or programming.</p> <p>We plan to implement a staff curriculum to further the staff's understanding of intellectual freedom and to equip them to handle the types of challenges seen in other public libraries.</p>
	Plan and implement public campaign educating our patrons on licensing issues with eBook and audiobook content.	The selection staff had preliminary discussions on elements of a public campaign. We shared an information sheet with the City Manager's office about eBook and audiobook licensing issues and its impacts on the materials budget and staff time.
	Provide continuing education opportunities for staff.	Staff attended trainings on Leadership, Food Safety, ALICE, Naloxone, Burnout, Internet Librarian, project management, planning libraries post-COVID, YALSA, ILA conference.
4. Make choices informed by data, evidence, and research; practice assessment and evaluation.	Include defining measurements for and indicators for success as a step in developing strategic plan goals.	Coordinators are working with departmental staff to develop skills and interest.
	Evaluate online resources database collection performance.	Vendors have been contacted to obtain access to stats modules. Some decisions already made regarding renewals and purchases of databases. Parameters for analysis are being developed.

	Evaluate Reference standing order collections.	Reference standing order list has been checked for currency, cost, duplication, and usage.
	Extend computer session length for second-floor public access computers.	After monitoring computer use through the phases of reopening, access was increased by allowing patrons to use computers for longer daily sessions. Pre-COVID closure, each patron could have one two-hour session per day, with manual extensions (made by staff) possible if computers were available (patron would need to notice their session was ending and approach staff to ask for more time to get an extension). Now, patrons start with a two-hour session that automatically rolls into three one-hour extensions—as long as there are still machines available for use—with no action needed by the patron, resulting in a session length of five hours.
	Evaluate newspaper holdings.	Conducted a patron newspaper use study in June 2022 to determine whether collection meets browsing needs. Identified potential savings as well as need to add titles in some areas. Will conduct a second study during Academic year 2022-2023 before making changes.
5. Perform a building audit to determine whether spaces are compatible with current and changing needs.	Analyze second floor study room availability.	Based on data prior to COVID-19, expansion of study spaces may be warranted. We will continue to analyze use in FY23.
	Assess storm shelter needs for patrons and staff.	A socially distanced storm shelter plan was created and implemented while social distancing was recommended by the CDC and local public health agencies. We are currently back to using our pre-COVID safety plans, since City buildings have reopened.

	Evaluate computer layout.	We have identified a need for public access computers in other areas of the second floor and made a plan for FY23 to move some desktops to west end of second floor.
	Perform a space study.	Space study scheduled for February 2023 with Thirdway Brand Trainers (David Vinjamuri).
6. Proactively maintain an efficient, functional, clean building and take pride in our physical spaces.	Adjust cleaning schedules to reflect best practices related to management of COVID-19 transmission.	Cleaning schedules continually assessed by Facilities management; adjusted as needed.
	Schedule and complete painting and repair projects during building closure to minimize impact on library patrons.	Significant portions of the interior were deep cleaned and painted ahead of schedule.
	Evaluate furniture, shelving, and general library tools; repair and replace as necessary	Replaced end-of-life book carts, children's computer desks, couches, and outreach carts. Installed standing desks for staff to use at individual workstations. Identified a need for Teen Center craft supplies storage; added storage units. Removed existing bench/table structure in Teen Center to make the room layout more flexible.

Materials Added Report

FY23 2nd Quarter

ADULT MATERIALS	New Titles	Added Copies	Total Added	Gifts	WD	%Gifts	%New
TOTAL FICTION	850	669	1519	2	2002	0.1	56.0
Fiction	643	547	1190	2	1537	0.2	54.0
Fiction Express	0	62	62	0	13	0.0	0.0
Large Print Fiction	56	7	63	0	95	0.0	88.9
Young Adult Fiction	151	53	204	0	357	0.0	74.0
TOTAL COMICS	50	146	196	0	115	0.0	25.5
TOTAL NONFICTION	932	466	1398	4	3282	0.3	66.7
Nonfiction	920	402	1322	4	3191	0.3	69.6
Nonfiction Express	0	53	53	0	49	0.0	0.0
Large Print Nonfiction	6	0	6	0	8	0.0	100.0
Reference	6	11	17	0	34	0.0	35.3
BOOKS IN OTHER LANGUAGES	49	0	49	0	3	0.0	100.0
MAGAZINES	0	0	0	0	2	0.0	0.0
TOTAL PRINT	1881	1281	3162	6	5404	0.2	59.5
TOTAL AUDIO	35	1	36	0	84	0.0	97.2
Music Compact disc	29	0	29	0	59	0.0	100.0
Fiction on disc	2	0	2	0	17	0.0	100.0
Nonfiction On Disc	4	1	5	0	8	0.0	80.0
TOTAL VIDEO	179	163	342	0	1019	0.0	52.3
DVD Movie	121	77	198	0	958	0.0	61.1
DVD TV	27	47	74	0	45	0.0	36.5
DVD Nonfiction	31	15	46	0	16	0.0	67.4
DVD Express	0	24	24	0	0	0.0	0.0
ART	0	0	0	0	11	0.0	0.0
BOOK CLUB KITS	0	0	0	0	2	0.0	0.0
YA VIDEO GAMES	26	0	26	0	105	0.0	100.0
CIRCULATING EQUIPMENT	0	9	9	0	2	0.0	0.0
DISCOVERY KITS	0	0	0	0	0	0.0	0.0
TOTAL NONPRINT	240	173	413	0	1223	0.0	58.1
eAUDIO	405	644	1049	0	77	0.0	38.6

eBOOKS	663	311	974	0	531	0.0	68.1
eMUSIC	0	0	0	0	0	0.0	0.0
eMAGAZINES	0	0	0	0	0	0.0	0.0
ONLINE REFERENCE	0	0	0	0	0	0.0	0.0
DIGITAL VIDEOS	9	0	9	0	0	0.0	100.0

TOTAL DIGITAL	1077	955	2032	0	608	0.0	53.0
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TOTAL ADULT	3198	2409	5607	6	7235	0.1	57.0
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CHILDREN'S MATERIALS	New Titles	Added Copies	Total Added	Gifts	WD	%Gifts	%New
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jEASY	387	509	896	2	1007	0.2	43.2
jBoard Books	20	23	43	0	47	0.0	46.5
jE	299	356	655	2	878	0.3	45.6
jReader	68	130	198	0	79	0.0	34.3
jBig Book	0	0	0	0	3	0.0	0.0
jFICTION	194	194	388	0	232	0.0	50.0
jCOMICS	66	416	482	0	221	0.0	13.7
jNONFICTION	309	139	448	15	160	3.3	69.0
jLARGE PRINT	7	4	11	0	6	0.0	63.6
jPROGRAM COLLECTION	0	9	9	0	6	0.0	0.0

TOTAL jPRINT	963	1271	2234	17	1632	0.8	43.1
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jAUDIO	54	3	57	0	43	0.0	94.7
jCompact disc	0	0	0	0	6	0.0	0.0
jRead Along Set	54	3	57	0	35	0.0	94.7
jBooks on Disc	0	0	0	0	2	0.0	0.0
jDVD	32	36	68	0	288	0.0	47.1
jTOYS	0	0	0	0	11	0.0	0.0
STORYTIME KITS	13	0	13	0	7	0.0	100.0
jDISCOVERY KITS	0	0	0	0	0	0.0	0.0
jVIDEO GAMES	0	0	0	0	2	0.0	0.0

TOTAL jNONPRINT	99	39	138	0	351	0.0	71.7
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jeAUDIO	27	102	129	0	3	0.0	20.9
jeBOOKS	79	11	90	0	161	0.0	87.8
jeMAGAZINES	0	0	0	0	0	0.0	0.0

TOTAL jDIGITAL	106	113	219	0	164	0.0	48.4
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TOTAL JUVENILE	1168	1423	2591	17	2147	0.7	45.1
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TOTAL ADDED	4366	3832	8198	23	9382	0.3	53.3
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FY23 Circulation by Area & Agency

	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
Iowa City									
General Iowa City	180,632	154,472	335,104	0	335,104	0	335,104	356,151	-5.9%
Downloads + Streaming	74,116	75,538	149,654	0	149,654	0	149,654	129,836	15.3%
Temporary	101	58	159	0	159	0	159	108	47.2%
Public schools	0	0	0	0	0	0	0	0	0.0%
Private schools	77	349	426	0	426	0	426	316	34.8%
Preschool/Daycare	356	616	972	0	972	0	972	1,499	-35.2%
Non-profit organizations	122	237	359	0	359	0	359	594	-39.6%
Business	0	0	0	0	0	0	0	0	0.0%
City departments	1	8	9	0	9	0	9	30	-70.0%
State/Federal agencies	0	0	0	0	0	0	0	0	0.0%
University of Iowa departments	0	0	0	0	0	0	0	0	0.0%
At Home	1,558	1,512	3,070	0	3,070	0	3,070	3,876	-20.8%
Interlibrary loan	504	470	974	0	974	0	974	985	-1.1%
Deposit collections/Nursing Homes	732	932	1,664	0	1,664	0	1,664	1,977	-15.8%
Jail patrons	1,161	1,190	2,351	0	2,351	0	2,351	1,948	20.7%
Total Iowa City	259,360	235,382	494,742	0	494,742	0	494,742	497,320	-0.52%
Local Contracts									
Johnson County									
General	16,531	14,353	30,884	0	30,884	0	30,884	32,999	-6.4%
Downloads	7,921	7,440	15,361	0	15,361	0	15,361	15,194	1.1%
Preschool/Daycare	0	0	0	0	0	0	0	0	0.0%
At Home	22	63	85	0	85	0	85	43	97.7%
Total Johnson County	24,474	21,856	46,330	0	46,330	0	46,330	48,236	-4.0%
Hills									
General	759	468	1,227	0	1,227	0	1,227	1,128	8.8%
Downloads	142	201	343	0	343	0	343	468	-26.7%
At Home	5	26	31	0	31	0	31	12	158.3%
Total Hills	906	695	1,601	0	1,601	0	1,601	1,608	-0.4%
Lone Tree									
General	1,032	1,321	2,353	0	2,353	0	2,353	1,589	48.1%
Downloads	125	121	246	0	246	0	246	235	4.7%
At Home	0	0	0	0	0	0	0	2	-100.0%
Total Lone Tree	1,157	1,442	2,599	0	2,599	0	2,599	1,826	42.3%
University Heights									
General	3,851	3,166	7,017	0	7,017	0	7,017	6,655	5.4%
Downloads	1,353	1,279	2,632	0	2,632	0	2,632	2,622	0.4%
At Home	0	1	1	0	1	0	1	0	0.0%
Total University Heights	5,204	4,446	9,650	0	9,650	0	9,650	9,277	4.0%
Total Local Contracts	31,741	28,439	60,180	0	60,180	0	60,180	60,947	-1.3%
State Contract									
Reciprocal/Open Access									
Johnson County Libraries									
Coralville	13,196	10,918	24,114	0	24,114	0	24,114	24,945	-3.3%
North Liberty	7,889	6,728	14,617	0	14,617	0	14,617	16,294	-10.3%
Oxford	67	54	121	0	121	0	121	398	-69.6%
Solon	1,271	1,375	2,646	0	2,646	0	2,646	3,190	-17.1%
Swisher	35	30	65	0	65	0	65	129	-49.6%
Tiffin	1,518	1,644	3,162	0	3,162	0	3,162	2,295	37.8%
AIM Downloads (None from North Liberty or Coralville)	251	320	571	0	571	0	571	71	704.2%

FY23 Circulation by Area & Agency	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
All Other Libraries									
Adel	0	0	0	0	0	0	0	0	0.0%
Ainsworth	0	20	20	0	20	0	20	13	53.8%
Albia	0	0	0	0	0	0	0	5	-100.0%
Altoona	0	0	0	0	0	0	0	0	0.0%
Ames	0	8	8	0	8	0	8	28	-71.4%
Anamosa	87	60	147	0	147	0	147	11	1236.4%
Ankeny	4	0	4	0	4	0	4	41	-90.2%
Arlington	8	4	12	0	12	0	12	3	300.0%
Atkins	35	0	35	0	35	0	35	0	0.0%
Belle Plaine	0	6	6	0	6	0	6	0	0.0%
Bennett	0	0	0	0	0	0	0	0	0.0%
Bettendorf	0	7	7	0	7	0	7	10	-30.0%
Birmingham	0	10	10	0	10	0	10	25	-60.0%
Blairtown	0	0	0	0	0	0	0	0	0.0%
Bloomfield	0	0	0	0	0	0	0	0	0.0%
Boone	5	4	9	0	9	0	9	0	0.0%
Brooklyn	0	0	0	0	0	0	0	0	0.0%
Burlington	25	35	60	0	60	0	60	49	22.4%
Camanche	2	0	2	0	2	0	2	0	0.0%
Carroll	0	0	0	0	0	0	0	0	0.0%
Cascade	0	0	0	0	0	0	0	0	0.0%
Cedar Falls	7	23	30	0	30	0	30	20	50.0%
Cedar Rapids	1,016	1,191	2,207	0	2,207	0	2,207	1,213	81.9%
Center Point	0	0	0	0	0	0	0	0	0.0%
Centerville	18	8	26	0	26	0	26	10	160.0%
Central City	0	0	0	0	0	0	0	0	0.0%
Chariton	0	0	0	0	0	0	0	0	0.0%
Charles City	0	0	0	0	0	0	0	0	0.0%
Chelsea	0	0	1	0	1	0	0	5	-100.0%
Clarence	41	12	53	0	53	0	53	21	152.4%
Clinton	0	0	0	0	0	0	0	0	0.0%
Clive	6	0	6	0	6	0	6	0	0.0%
Clutier	4	11	15	0	15	0	15	0	0.0%
Coggon	0	0	0	0	0	0	0	0	0.0%
Columbus Jct	7	9	16	0	16	0	16	13	23.1%
Conesville	133	0	133	0	133	0	133	9	1377.8%
Cornell College	356	267	623	0	623	0	623	912	-31.7%
Council Bluffs	0	0	0	0	0	0	0	26	-100.0%
Crawfordsville	0	0	0	0	0	0	0	0	0.0%
Dallas Center	0	0	0	0	0	0	0	0	0.0%
Davenport	113	53	166	0	166	0	166	64	159.4%
Decorah	3	0	3	0	3	0	3	0	0.0%
Denison	0	0	0	0	0	0	0	0	0.0%
Des Moines	31	27	58	0	58	0	58	0	0.0%
Dewitt	0	0	0	0	0	0	0	24	-100.0%
Donnelson	0	0	0	0	0	0	0	0	0.0%
Drake Community Library	0	0	0	0	0	0	0	0	0.0%
Dubuque	6	5	11	0	11	0	11	10	10.0%
Dunkerton	0	0	0	0	0	0	0	0	0.0%
Earlham	0	0	0	0	0	0	0	0	0.0%
Eldon	0	0	0	0	0	0	0	0	0.0%
Elkader	0	0	0	0	0	0	0	0	0.0%
Ely	10	1	11	0	11	0	11	49	-77.6%
Estherville	0	0	0	0	0	0	0	78	-100.0%
Fairfax	78	69	147	0	147	0	147	119	23.5%
Fairfield	292	253	545	0	545	0	545	506	7.7%
Fort Dodge	0	0	0	0	0	0	0	0	0.0%
Fort Madison	8	8	16	0	16	0	16	0	0.0%
Gilman	0	0	0	0	0	0	0	0	0.0%
Glenwood	1	2	3	0	3	0	3	0	0.0%
Grandview	0	0	0	0	0	0	0	0	0.0%
Grimes	0	0	0	0	0	0	0	0	0.0%
Grinnell	32	35	67	0	67	0	67	128	-47.7%
Guthrie Center	0	0	0	0	0	0	0	0	0.0%
Hedrick	0	0	0	0	0	0	0	0	0.0%
Hiawatha	119	29	148	0	148	0	148	427	-65.3%
Independence	0	0	0	0	0	0	0	0	0.0%
Indianola	0	0	0	0	0	0	0	0	0.0%
Johnston	0	0	0	0	0	0	0	0	0.0%
Kalona	827	1,011	1,838	0	1,838	0	1,838	1,492	23.2%

FY23 Circulation by Area & Agency	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
Keokuk	1	0	1	0	1	0	1	0	0.0%
Keosauqua	12	9	21	0	21	0	21	1	2000.0%
Keota	0	8	8	0	8	0	8	18	-55.6%
LeClaire	0	0	0	0	0	0	0	0	0.0%
Letts	0	0	0	0	0	0	0	0	0.0%
Lisbon	149	87	236	0	236	0	236	180	31.1%
Lowden	45	58	103	0	103	0	103	157	-34.4%
Manchester	29	21	50	0	50	0	50	0	0.0%
Maquoketa	4	0	4	0	4	0	4	12	-66.7%
Marengo	333	372	705	0	705	0	705	1,120	-37.1%
Marion	304	338	642	0	642	0	642	391	64.2%
Marshalltown	37	3	40	0	40	0	40	10	300.0%
Martelle	0	0	0	0	0	0	0	24	-100.0%
Mason City	16	0	16	0	16	0	16	9	77.8%
Mechanicsville	86	44	130	0	130	0	130	15	766.7%
Mediapolis	0	0	0	0	0	0	0	0	0.0%
Milford	0	0	0	0	0	0	0	0	0.0%
Montezuma	0	0	0	0	0	0	0	0	0.0%
Monticello	16	0	16	0	16	0	16	3	433.3%
Montrose	0	0	0	0	0	0	0	0	0.0%
Morning Sun	0	0	0	0	0	0	0	0	0.0%
Mount Pleasant	63	46	109	0	109	0	109	60	81.7%
Muscatine	129	56	185	0	185	0	185	184	0.5%
Nevada	10	0	10	0	10	0	10	0	0.0%
New London	1	0	1	0	1	0	1	0	0.0%
Newton	0	0	0	0	0	0	0	0	0.0%
North English	129	43	172	0	172	0	172	288	-40.3%
Norway	0	0	0	0	0	0	0	0	0.0%
Odebolt	0	0	0	0	0	0	0	0	0.0%
Oelwein	0	0	0	0	0	0	0	0	0.0%
Osceola	0	0	0	0	0	0	0	0	0.0%
Oskaloosa	1	0	1	0	1	0	1	1	0.0%
Ottumwa	47	0	47	0	47	0	47	31	51.6%
Oxford Junction	0	19	19	0	19	0	19	0	0.0%
Parnell	0	0	0	0	0	0	0	5	-100.0%
Pella	0	0	0	0	0	0	0	0	0.0%
Pleasant Hill	0	0	0	0	0	0	0	0	0.0%
Polk City	0	2	2	0	2	0	2	0	0.0%
Reinbeck	0	0	0	0	0	0	0	0	0.0%
Richland	0	0	0	0	0	0	0	5	-100.0%
Riverside	699	1,208	1,907	0	1,907	0	1,907	1,738	9.7%
Robins	3	24	27	0	27	0	27	0	0.0%
Rockwell	0	0	0	0	0	0	0	2	-100.0%
Scott Co (Eldridge)	0	0	0	0	0	0	0	0	0.0%
Scranton	6	6	12	0	12	0	12	2	500.0%
Shellsburg	0	0	0	0	0	0	0	0	0.0%
Sigourney	12	13	25	0	25	0	25	3	733.3%
Sioux City	9	1	10	0	10	0	10	0	0.0%
Sioux Rapids	0	0	0	0	0	0	0	0	0.0%
South English	29	10	39	0	39	0	39	1	3800.0%
Spirit Lake	0	0	0	0	0	0	0	0	0.0%
Springville	0	0	0	0	0	0	0	0	0.0%
Stanwood	0	0	0	0	0	0	0	0	0.0%
Stockport	0	2	2	0	2	0	2	0	0.0%
Tama	6	0	6	0	6	0	6	0	0.0%
Tipton	266	254	520	0	520	0	520	770	-32.5%
Toledo	0	0	0	0	0	0	0	0	0.0%
Traer	0	0	0	0	0	0	0	0	0.0%
Urbandale	54	37	91	0	91	0	91	0	0.0%
Van Horne	0	0	0	0	0	0	0	0	0.0%
Van Meter	0	0	0	0	0	0	0	0	0.0%
Victor	11	17	28	0	28	0	28	43	-34.9%
Vinton	19	0	19	0	19	0	19	0	0.0%
Wapello	0	0	0	0	0	0	0	0	0.0%
Washington	428	396	824	0	824	0	824	1,221	-32.5%
Waterloo	10	13	23	0	23	0	23	22	4.5%
Waukee	0	0	0	0	0	0	0	0	0.0%
Waukon	0	0	0	0	0	0	0	0	0.0%
Waverly	0	33	33	0	33	0	33	0	0.0%
Webster City	0	0	0	0	0	0	0	0	0.0%
Wellman	772	442	1,214	0	1,214	0	1,214	467	160.0%
Wellsburg	0	0	0	0	0	0	0	0	0.0%

FY23 Circulation by Area & Agency	1ST Q	2ND Q	6 MO	3RD Q	9 MO	4TH Q	YTD	LYTD	% CHG
West Branch	1,039	900	1,939	0	1,939	0	1,939	1,844	5.2%
West Des Moines	20	9	29	0	29	0	29	3	866.7%
West Liberty	794	774	1,568	0	1,568	0	1,568	1,155	35.8%
West Point	0	3	3	0	3	0	3	0	0.0%
What Cheer	0	0	0	0	0	0	0	2	-100.0%
Williamsburg	262	228	490	0	490	0	490	1,013	-51.6%
Wilton	306	333	639	0	639	0	639	722	-11.5%
Winfield	10	10	20	0	20	0	20	48	-58.3%
Winterset	0	0	0	0	0	0	0	0	0.0%
Winthrop	0	0	0	0	0	0	0	0	0.0%
Wyoming	1	0	1	0	1	0	1	0	0.0%
Zearing	0	0	0	0	0	0	0	0	0.0%
Undefined Open Access	24	1	25	0	25	0	25	21	19.0%
Total Recip/Open Access	33,693	30,057	63,751	0	63,751	0	63,750	64,272	-0.8%
Total Circulation (including E-Downloads, not in-house)	325,171	294,313	618,673	0	618,673	0	619,484	622,573	-0.5%



FY23 Circulation by Type & Format

6 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Adult Materials					
General Fiction/Fiction Express	50,868	12.1%	48,559	12.0%	4.8%
Mystery	14,875	3.5%	14,873	3.7%	0.0%
Science Fiction	8,792	2.1%	8,213	2.0%	7.0%
Book Club Kits (10 items per kit)	29	0.0%	26	0.0%	11.5%
Young Adult Fiction	9,350	2.2%	9,846	2.4%	-5.0%
Comics	17,898	4.3%	17,395	4.3%	2.9%
Large Print	5,650	1.3%	5,406	1.3%	4.5%
Books in Other Languages	388	0.1%	424	0.1%	-8.5%
Total Fiction	107,850	25.7%	104,742	26.0%	3.0%
Express/Nonfiction	682	0.2%	686	0.2%	-0.6%
Large Print Nonfiction	859	0.2%	842	0.2%	2.0%
000 - General/Computers	1,274	0.3%	1,371	0.3%	-7.1%
100 - Psychology/Philosophy	5,423	1.3%	5,423	1.3%	0.0%
200 - Religion	2,906	0.7%	2,587	0.6%	12.3%
300 - Social Sciences	9,282	2.2%	9,497	2.4%	-2.3%
400 - Language	1,032	0.2%	800	0.2%	29.0%
500 - Science	3,712	0.9%	3,298	0.8%	12.6%
600 - Applied Technology	17,835	4.2%	17,591	4.4%	1.4%
700 - Art & Recreation	10,319	2.5%	9,849	2.4%	4.8%
800 - Literature	5,419	1.3%	4,777	1.2%	13.4%
900 - History & Travel	8,411	2.0%	8,111	2.0%	3.7%
Biography	3,428	0.8%	3,665	0.9%	-6.5%
Total Nonfiction: Adult & Young Adult	70,582	16.8%	68,497	17.0%	3.0%
Magazines	2,480	0.6%	2,982	0.7%	-16.8%
Total Miscellaneous	2,480	0.6%	2,982	0.7%	-16.8%
Total Adult Print	180,912	43.0%	176,221	43.7%	2.7%
Art to Go	840	0.2%	713	0.2%	17.8%
DVD (Movies/TV)	58,524	13.9%	69,323	17.2%	-15.6%
Express/DVD	107	0.0%	1	0.0%	10600.0%
Nonfiction DVD	5,406	1.3%	3,979	1.0%	35.9%
Fiction on Disc	2,154	0.5%	2,882	0.7%	-25.3%
Nonfiction on CD	948	0.2%	1,116	0.3%	-15.1%
Compact Disc (Music)	10,824	2.6%	12,118	3.0%	-10.7%
Young Adult Video Games	3,595	0.9%	3,625	0.9%	-0.8%
Circulating Equipment	184	0.0%	403	0.1%	-54.3%

FY23 Circulation by Type & Format

Category	YTD	% Total	Last YTD	% of Total	% Change
Discovery Kits	13	0.0%	4	0.0%	225.0%
Total Nonprint	82,595	19.6%	94,164	23.3%	-12.3%
Adult E-Audio # Downloads	51,246	12.2%	46,568	11.5%	10.0%
Adult E-Book # Downloads	51,046	12.1%	49,405	12.2%	3.3%
Adult E-Magazines	5,157	1.2%	6,290	1.6%	-18.0%
Adult E-Music # Downloads/Local Music Project	10	0.0%	25	0.0%	-60.0%
Adult E-Newspapers	11,470	2.7%	6,052	1.5%	89.5%
Adventure Passes	134	0.0%	0	0.0%	0.0%
Adult E-Video Streaming: Library Channel	37,826	9.0%	24,602	6.1%	53.8%
Total Adult E-Downloads	156,889	37.3%	132,942	33.0%	18.0%
Total Adult Circulation	420,396	100.0%	403,327	100.0%	4.2%

Children's Materials

Fiction	29,435	14.7%	33,501	15.2%	-12.1%
Comics	28,442	14.2%	27,996	12.7%	1.6%
Holiday	0	0.0%	2	0.0%	-100.0%
jLarge Print Fiction	435	0.2%	488	0.2%	-10.9%
Picture: Big, Board, Easy	59,356	29.6%	64,235	29.2%	-7.6%
Readers	23,134	11.5%	26,930	12.3%	-14.1%
Nonfiction & Biography	26,777	13.4%	28,042	12.8%	-4.5%
jLarge Print Nonfiction	12	0.0%	15	0.0%	-20.0%
Total Children's Print	167,591	83.6%	181,209	82.5%	-7.5%

Video/DVD/Blu-Ray	13,120	6.5%	16,059	7.3%	-18.3%
Books on Disc	704	0.4%	842	0.4%	-16.4%
Read-Along set	4,944	2.5%	4,782	2.2%	3.4%
Children's Music	668	0.3%	653	0.3%	2.3%
Children's Video Games	530	0.3%	727	0.3%	-27.1%
Read with Me Kits	162	0.1%	266	0.1%	-39.1%
Games & Toys	860	0.4%	905	0.4%	-5.0%
jDiscovery Kits	56	0.0%	32	0.0%	75.0%
Total Children's Nonprint	21,044	10.5%	24,266	11.0%	-13.3%

j E-Audio # Downloads	4,588	2.3%	5,001	2.3%	-8.3%
j E-Book # Downloads	7,288	3.6%	9,258	4.2%	-21.3%
Total Children's E-Downloads	11,876	7.1%	14,259	8.6%	-16.7%
Total Children's	200,511	100.0%	219,734	100.0%	-8.7%

All Circulation by Type/Format

All Fiction	166,162	26.7%	166,729	26.7%	-0.3%
All Nonfiction and Biography	97,371	15.6%	96,554	15.5%	0.8%
Picture books & Readers	82,490	13.3%	91,165	14.6%	-9.5%
Magazines	2,480	0.4%	2,982	0.5%	-16.8%
Total Print	348,503	56.0%	357,430	57.2%	-2.5%

FY23 Circulation by Type & Format

Category	YTD	% Total	Last YTD	% of Total	% Change
Toys	860	0.1%	905	0.1%	-5.0%
Art	840	0.1%	713	0.1%	17.8%
DVD (Fiction, Nonfiction, & Express)	77,157	12.4%	89,362	14.3%	-13.7%
CD (Music)	11,492	1.8%	12,771	2.0%	-10.0%
Books on CD (Fiction & Nonfiction)	3,806	0.6%	4,840	0.8%	-21.4%
Read-Along Set	4,944	0.8%	4,782	0.8%	3.4%
Video Games	4,125	0.7%	4,352	0.7%	-5.2%
Read with Me Kits	162	0.0%	266	0.0%	-39.1%
Discovery Kits	69	0.0%	36	0.0%	91.7%
Circulating Equipment	184	0.0%	403	0.1%	-54.3%
Total Nonprint	103,639	16.6%	118,430	19.0%	-12.5%
Total E-Downloads	168,765	27.1%	147,201	23.6%	14.6%
Total In House/Undefined	1,656	0.3%	1,512	0.2%	9.5%
Total Adult Materials (including e items)	420,396	67.5%	403,327	64.6%	4.2%
Total Children's (including e items)	200,511	32.2%	219,734	35.2%	-8.7%
Grand Total (Adult + Children's + Undefined)	622,563	100.0%	624,573	100.0%	-0.32%



OPEN ACCESS REPORT - FY23

First Six Months

	NUMBER LIBRARIES	CIRC THIS PERIOD	% OF TOTAL
Number of Libraries Represented by People Borrowing from ICPL under Open Access Since Program Began	302		
Number Represented July 2021 to December 2021			
LIBRARIES WITH OVER 1,000 CIRCS	10	55,212	87.4%
JOHNSON COUNTY			
Coralville		24,114	
North Liberty		14,617	
Solon		2,646	
Tiffin		3,162	
ALL OTHERS			
Cedar Rapids		2,207	
Kalona		1,838	
Riverside		1,907	
Wellman		1,214	
West Branch		1,939	
West Liberty		1,568	
LIBRARIES WITH 100 TO 999 CIRCS	20	6,785	10.7%
JOHNSON COUNTY			
Oxford		121	
ALL OTHERS			
Anamosa		147	
Conesville		133	
Cornell College		623	
Davenport		166	
Fairfax		147	
Fairfield		545	
Hiawatha		148	
Lisbon		236	
Lowden		103	
Marango		705	
Marion		642	
Mechanicsville		130	
Mount Pleasant		109	
Muscatine		185	
North English		172	
Tipton		520	
Washington		824	
Williamsburg		490	
Wilton		639	
LIBRARIES WITH 99 OR FEWER CIRCS	56	1,182	1.9%
JOHNSON COUNTY	0	-	
ALL OTHERS	56	1,182	
TOTAL	86	63,179	100.0%



FY23 Output Statistics- Quarterly Report

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
Library Services: Provide library facilities, materials, and equipment.							
A. Downtown Building Use							
Total Hours Open	859	827	0	0	1,686	1,685	0.1%
People into the Building	120,723	106,013	0	0	226,736	168,215	34.8%
Average Number Per Hour	140.5	128.2	0.0	0.0	134.5	100	34.8%
Bookmobile Use							
Bookmobile Total Hours Open	290	226	0	0	516	427	20.7%
People on Bookmobile	5,669	3,979	0	0	9,648	7,156	34.8%
Average Number per Hour	20	18	0	0	19	17	11.7%
Total Downtown & Bookmobile Hours Open	1,149	1,053	0	0	2,202	2,112	4.2%
Total People Downtown & on Bookmobile	126,392	109,992	0	0	236,384	175,371	34.8%
Total Average Number per Hour	110	104	0	0	107	83	29.3%
B. Meeting Rooms							
Number of Non-Library Meetings	240	262	0	0	502	292	71.9%
Estimated Attendance	5,161	7,089	0	0	12,250	7,233	69.4%
Equipment Set-ups	24	50	0	0	74	53	39.6%
Group Study Room Use	1,408	1,646	0	0	3,054	2,076	47.1%
Lobby Use	0	0	0	0	0	0	0.0%
C. Equipment Usage							
Photocopies by Public	6,970	3,825	0	0	10,795	9,844	9.7%
Pay for Print Copies	17,993	11,851	0	0	29,844	23,912	24.8%
% Checkouts by Self-Check	70.1%	70.8%	0.0%	0.0%	70.4%	142.9%	-72.4%
D. Downtown Use of Electronic Materials							
Listening/Viewing/Tablets/Laptops Sessions	133	50	0	0	183	198	-7.6%
E. Ride "N" Read							
Bus Passes Distributed Downtown	712	625	0	0	1,337	759	76.2%
G. To Go Kits							
Children's	0	0	0	0	0	3,747	-100.0%
Tween's	0	20	0	0	20	100	-80.0%
Teen's	10	0	0	0	10	61	-83.6%
Adult's	0	0	0	0	0	67	-100.0%
Total To Go Kits	10	20	0	0	30	3,975	-99.2%
Lending Services: Lend materials for home, school, and office use.							
A. Circulation Downtown							
(Materials plus equipment; includes eAudio; does not include items circulated in-house.)	317,920	289,244	0	0	607,164	609,566	-0.4%
Percent AIM Circulation Downtown	1.29%	1.63%	0.00%	0.00%	1.63%	1.51%	7.8%
Circulation on Bookmobile							
Percent AIM Circulation on Bookmobile	6,898	4,635	0	0	11,533	12,959	-11.0%
	0.24%	0.23%	0.00%	0.00%	0.23%	0.49%	-51.7%
Total Circulation Downtown & Bookmobile	324,818	293,879	0	0	618,697	622,525	-0.6%
Percent AIM Total Circulation Downtown & Bookmobile	1.51%	1.84%	0.00%	0.00%	1.84%	1.74%	5.5%
Average Total Circulation Downtown & Bookmobile Per Hour							
	370	350	0	0	360	362	-0.5%
B. Circulation by Type of Material (Includes downloads; does not include mending, lost, etc.)							
Adult Materials	216,163	420,395	0	0	636,558	403,327	57.8%
Children's Materials	109,711	200,511	0	0	310,222	219,734	41.2%
Percent Children's	34.5%	69.3%	0.0%	0.0%	51.1%	36.0%	41.7%
Non-Print	54,415	103,639	0	0	158,054	118,430	33.5%
Percent Non-print	17.1%	35.8%	0.0%	0.0%	26.0%	19.4%	34.0%
Equipment loans	92	184	0	0	276	403	-31.5%
Downloads	83,866	168,765	0	0	252,631	147,201	71.6%
C. Circulation by Residence of User (Downtown & Bookmobile)							
(Materials plus equipment; includes downloads; does not include items circulated in-house.)	324,818	293,879	0	0	618,697	622,525	-0.6%



Iowa City	253,685	231,421	0	0	485,106	486,005	-0.2%
Local Contracts							
Hills	906	695	0	0	1,601	1,608	-0.4%
Hills as % of All	0.28%	0.2%	0.0%	0.0%	0.26%	0.26%	0.2%
Johnson County (Rural)	24,474	21,856	0	0	46,330	48,236	-4.0%
Johnson County as % of All	7.53%	7.4%	0.0%	0.0%	7.49%	7.75%	-3.4%
Lone Tree	1,157	1,442	0	0	2,599	1,826	42.3%
Lone Tree as % of All	0.36%	0.49%	0.00%	0.00%	0.42%	0.29%	43.2%
University Heights	5,204	4,446	0	0	9,650	9,277	4.0%
University Heights as % of All	1.60%	1.51%	0.00%	0.00%	1.56%	1.49%	4.7%
Total Local Contracts	31,741	28,439	0	0	60,180	60,947	-1.3%
State Contracts - Open Access							
Coralville	13,196	10,918	0	0	24,114	24,945	-3.3%
Cedar Rapids	1,016	1,191	0	0	2,207	1,213	81.9%
Other Open Access	19,481	17,948	0	0	37,429	38,066	-1.7%
Total Open Access	33,693	30,057	0	0	63,750	64,224	-0.7%
Open Access as % of All	10.4%	10.2%	0.0%	0.0%	10.3%	10.3%	-0.1%
D. InterLibrary Loans							
Loaned to Other Libraries	358	329	0	0	687	531	29.4%
Percent of Requests Filled	28.1%	25.5%	0.0%	0.0%	26.8%	57.7%	-53.6%
Total Borrowed From Other Libraries	894	786	0	0	1,680	1,519	10.6%
Percent of Requests Filled	87.1%	87.6%	0.0%	0.0%	87.4%	174.8%	-50.0%
Books/Periodicals/AV Borrowed	886	782	0	0	1,668	1,513	10.2%
Photocopy Borrow Requests Filled	8	4	0	0	12	6	100.0%
E. Reserves Placed with Innovative - Materials	34,798	30,634	0	0	65,432	68,758	-4.8%
<i>*Overdrive has not reported fulfilled reserve information since July 2020.</i>							
F. Downloadable Media							
Resident Cards By Area							
Iowa City	72,643	73,735	0	0	146,378	125,445	16.7%
Hills	138	192	0	0	330	425	-22.4%
Johnson County	7,713	7,262	0	0	14,975	14,886	0.6%
Lone Tree	125	120	0	0	245	235	4.3%
University Heights	1,328	1,192	0	0	2,520	2,458	2.5%
Total	81,947	82,501	0	0	164,448	143,449	14.6%
Student AIM Cards by Area							
Iowa City	1,473	1,797	0	0	3,270	4,287	-23.7%
Hills	4	9	0	0	13	308	-95.8%
Johnson County	208	178	0	0	386	43	797.7%
Lone Tree	0	1	0	0	1	0	0.0%
University Heights	25	87	0	0	112	164	-31.7%
Open Access	251	320	0	0	571	71	704.2%
Total	1,961	2,392	0	0	4,353	4,873	-10.7%
All Cards by Area							
Iowa City	74,116	75,532	0	0	149,648	129,732	15.4%
Hills	142	201	0	0	343	733	-53.2%
Johnson Count	7,921	7,440	0	0	15,361	14,929	2.9%
Lone Tree	125	121	0	0	246	235	4.7%
University Heights	1,353	1,279	0	0	2,632	2,622	0.4%
Open Access	251	320	0	0	571	71	704.2%
Total	83,732	84,573	0	0	168,305	148,252	13.5%
By Demographic							
Adult	77,917	79,014	0	0	156,931	134,063	17.1%
Children's	5,991	5,885	0	0	11,876	14,259	-16.7%
Total	83,908	84,899	0	0	168,807	148,322	13.8%
Number of Items Owned (Cumulative)							
E-Audio Items Available	14,019	14,262	0	0	14,262	13,055	9.2%
E-Book Items Available	26,669	26,660	0	0	26,660	26,259	1.5%
E-Music	47	47	0	0	47	47	0.0%
E-Magazines	4,331	4,464	0	0	4,464	3,928	13.6%
E-Newspapers	3	3	0	0	3	3	0.0%
Total Items	45,069	45,436	0	0	45,436	43,292	5.0%



Information Services: Furnish information, reader advisory, and reference assistance.

A. Reference Questions Answered	6,531	5,539	0	0	12,070	10,440	15.6%
Reference Questions							
Reference Desk	3,483	2,713	0	0	6,196	4,917	26.0%
Help Desk	783	573	0	0	1,356	989	37.1%
Switchboard	806	1,011	0	0	1,817	1,734	4.8%
Bookmobile	205	204	0	0	409	170	140.6%
On-Call Tech Help							
Public	0	0	0	0	0	77	-100.0%
Total Tech Help Questions	0	0	0	0	0	77	-100.0%
Children's Desk							
Reference Questions	1,244	1,030	0	0	2,274	2,541	-10.5%
Request to Pull Books (Community)	10	8	0	0	18	12	50.0%
Total Children's Questions	1,254	1,038	0	0	2,292	2,553	-10.2%
B. Electronic Access Services							
Computer Services							
Pharos Internet (Downtown In House computer use)	12,263	9,509	0	0	21,772	10,816	101.3%
Wifi Internet Use Downtown	7,073	3,841	0	0	10,914	11,426	-4.5%
Total Internet Use	19,336	13,350	0	0	32,686	22,242	47.0%
Website Access							
ICPL Website							
# Pageviews of Homepage	82,466	76,753	0	0	159,219	158,708	0.3%
# Pageviews of Entire Site (Doesn't include catalog)	219,689	203,449	0	0	423,138	411,968	2.7%
# Visits (Does include catalog)	149,686	147,412	0	0	297,098	268,817	10.5%
Catalog Access							
# Pageviews for ICPL Catalog	452,090	425,201	0	0	877,291	808,884	8.5%
# Pageviews for Overdrive	320,655	268,612	0	0	589,267	799,144	-26.3%
Total Catalog Access	772,745	693,813	0	0	1,466,558	1,608,028	-8.8%
<i>*Overdrive does not count pageviews through the Libby or Overdrive Apps.</i>							
ICPL Mobile App Use	56,523	51,044	0	0	107,567	67,259	59.9%
External Sites							
# Pageviews for Beanstack	6,886	3,335	0	0	10,221	21,147	-51.7%
Total Website Access	1,055,843	951,641	0	0	2,007,484	2,108,402	-4.8%
Subscription Databases Accessed							
Total In-House	0	0	0	0	0	2,283	-100.0%
Total Remote	74,143	81,329	0	0	155,472	93,954	65.5%
TOTAL	74,143	81,329	0	0	155,472	96,237	61.6%
C. Total Switchboard Calls Received							
Total Library Calls	3,108	2,845	0	0	5,953	6,236	-4.5%
Other Questions (Directional and account questions, meeting room booking, email added FY16.)	4,119	2,506	0	0	6,625	6,717	-1.4%
Transferred Calls	637	630	0	0	1,267	1,167	8.6%
Pamphlets Distributed Downtown	6,010	6,313	0	0	12,323	10,055	22.6%
Federal Tax Forms Distributed	• •	• •	• •	0	0	• •	0.0%
VITA Patrons Assisted	• •	• •	• •	0	0	• •	0.0%

Alerting Services: Promote awareness of the library and use of its resources.

A. Publications							
Number of Publications Printed (Jobs)	60	112	0	0	172	89	93.3%
Copies Printed for Public Distribution	20,192	71,413	0	0	91,605	117,413	-22.0%
Number of Online Newsletters Subscribers	3,260	3,778	0	0	3,778	3,122	21.0%
Number of Online Newsletter Distribution	3,017	3,527	0	0	3,527	2,943	19.8%
C. Displays	21	33	9	0	63	68	-7.4%
In-House	13	23	8	0	44	55	-20.0%
Other Groups	5	7	1	0	13	12	8.3%
Off-site locations	3	3	0	0	6	1	500.0%



F. Homepage/ Social Media							
Homepage Banner Posts	34	46	0	0	80	86	-7.0%
Homepage Banner Unique Clicks	262	208	0	0	470	604	-22.2%
Unique Media Releases Opened	7,678	11,208	0	0	18,886	12,806	47.5%
Media Releases Sent	8	10	0	0	18	17	5.9%
Total Newsletters Opened-Unique Users	1,178	1,244	0	0	1,244	0	0.0%
Facebook, Twitter, Pinterest Followers (Cumulative)	17,560	17,111	0	0	17,111	16,796	1.9%
New Facebook, Twitter, and Pinterest Followers	212	117	0	0	329	106	210.4%

**Began tracking 'Media Releases Sent' & 'Total Newsletters Opened-Unique Users' in February, 2022.*

Outreach Services: Provide library service to people who cannot get to the library building.

A. At Home Services							
Packages Sent	529	657	0	0	1,186	1,242	-4.5%
Items Loaned (No renewals)	1,585	1,602	0	0	3,187	3,933	-19.0%
Registered At Home Users (Cumulative)	250	253	0	0	253	265	-4.5%
New Users Enrolled	8	5	0	0	13	21	-38.1%
Number of People Served (Average of monthly count)	55	51	0	0	53	134	-60.4%

B. Jail Service							
People Served	200	204	0	0	404	357	13.2%
Items Loaned (No renewals)	1,161	1,190	0	0	2,351	1,948	20.7%

C. Deposit Collections							
Locations (Cumulative)	3	4	0	0	4	48	-91.7%
Items Loaned	270	540	0	0	810	810	0.0%
Items Donated to Permanent Collections	1,094	434	0	0	1,528	583	162.1%

D. Remote Bookdrop Use							
Remote as Percent of All Items Checked In	14%	14.0%	0.0%	0.0%	14.0%	15.0%	-6.7%

**Does not include renewals or in-house.*

**The remote bookdrop was used in FY21 but not counted.*

Group and Community Services: Provide library service to groups, agencies, and organizations.

A. Adult Programs							
Programs	21	41	0	0	62	83	-25.3%
In Person Attendance	477	822	0	0	1,299	1,303	-0.3%
Virtual Attendance	61	104	0	0	165	0	0.0%
Outreach Programs	3	0	0	0	3	1	200.0%
Outreach In Person Attendance	8	0	0	0	8	36	-77.8%
Outreach Virtual Attendance	12	0	0	0	12	0	0.0%

B. Young Adult Programs							
Programs	51	50	0	0	101	43	134.9%
Programs In Person Attendance	199	252	0	0	451	218	106.9%
Programs Virtual Attendance	2	0	0	0	2	0	0.0%
Outreach Programs	2	13	0	0	15	4	275.0%
Outreach In Person Attendance	23	91	0	0	114	40	185.0%
Outreach Virtual Attendance	0	0	0	0	0	0	0.0%

C. Children's Programs							
Programs	153	162	0	0	315	249	26.5%
In Person Attendance	6,809	5,771	0	0	12,580	7,499	67.8%
Virtual Attendance	0	0	0	0	0	0	0.0%
Outreach Programs	56	101	0	0	157	82	91.5%
Outreach In Person Attendance	887	1,842	0	0	2,729	1,717	58.9%

D. Library Tours and Classes							
Number	70	67	0	0	137	93	47.3%
In Person Attendance	794	786	0	0	1,580	993	59.1%
Virtual Attendance	7	0	0	0	7	0	0.0%

**Began distinguishing in person attendance from virtual attendance in February, 2022.*

E. Consulting for Area Groups	0	0	0	0	0	3	-100.0%
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F. Total Number of Program Content Recordings							
Children's Recordings	5	2	0	0	7	68	-89.7%
Young Adult Recordings	0	0	0	0	0	2	-100.0%
Adult Recordings	19	31	0	0	50	45	11.1%
All Ages/ Other Recordings	1	13	0	0	14	7	100.0%
Total Virtual Program Recordings	25	46	0	0	71	122	-41.8%



G. Total Number of Views of Program Content Recording

Instagram	0	0	0	0	0	355	-100.0%
Facebook	395	101	0	0	496	1,832	-72.9%
Youtube	17,579	20,247	0	0	37,826	24,605	53.7%
Total Virtual Program Views	17,974	20,348	0	0	38,322	26,792	43.0%

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

A. Library Cards Issued	1,833	938	0	0	2,771	2,633	5.2%
Iowa City	1,469	736	0	0	2,205	2,092	5.4%
Percent Iowa City	80.1%	78.5%	0.0%	0.0%	79.6%	79.5%	0.2%
Local Contracts							
Hills	6	5	0	0	11	13	-15.4%
Johnson County (Rural)	43	27	0	0	70	74	-5.4%
Lone Tree	4	4	0	0	8	5	60.0%
University Heights	6	4	0	0	10	18	-44.4%
State Contract - Open Access							
Coralville	127	92	0	0	219	127	72.4%
Cedar Rapids	25	11	0	0	36	24	50.0%
Other Open Access	153	59	0	0	212	280	-24.3%
Total Open Access	305	162	0	0	467	431	8.4%
Open Access as % of All	16.6%	17.3%	0.0%	0.0%	16.9%	16.4%	3.0%
B. Total Registered Borrowers (Cumulative)	41,243	41,267	0	0	41,267	43,991	-6.2%
# At Home Users Registered (Cumulative)	250	253	0	0	253	265	-4.5%
# AIM Users (Cumulative)	14,566	14,590	0	0	14,590	14,503	0.6%

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

C. Overdue Notices							
Items Searched to Verify Claim of Return	43	46	0	0	89	133	-33.1%
Total First Notices (Items)	12,178	12,381	0	0	24,559	20,806	18.0%
Total Second Notices (Items)	6,497	6,665	0	0	13,162	9,576	37.4%
Bills-Public (Items)	3,566	3,649	0	0	7,215	5,048	42.9%

Library Expenditures

FY23- 2nd Quarter Update

Prepared for the January 26th, 2023

Meeting of the Library Board of Trustees

Elsworth Carman, Library Director

Library expenditures for July 1, 2022-December 31, 2022 show largely typical trends, and I am comfortable with the current line balances.

The Library Materials line is currently 53% spent.

This expenditure type includes all circulating materials. Due to processing and delivery timeframes from vendors and the general workflow of the department, spending is intentionally managed to trend slightly high throughout the fiscal year, which this helps reduce end-of-year issues with late or unfulfilled orders.

The Personnel line is currently 47% spent.

This is a little lower than we might see other years, but reflects the vacancies we had early in the year (including multiple full-time positions, one at the leadership level). Note that this expenditure type includes direct wages and benefit costs as well as ancillary personnel expenses like unemployment and retirement. This may come closer to balancing as the year goes on depending on staffing trends and transitions.

The Services line is currently 56% spent.

This is higher than typical for this time of year but not alarming or surprising. The Services expenditure type includes a wide variety of expenses, including some volatile lines (Electricity, Heating Fuel/Gas, a number of “repair and maintenance” lines, and waste disposal) and several lines that are intentionally spent early or late in the year (Dues & Memberships, Consultant Services, Transportation, Lodging, and Meals). It is very likely that additional lines in this expenditure type will be reallocated within the category as the year progresses (example: if more conferences than expected are offered virtually, we may balance additional spending from the “Registration” line by underspending the “Lodging” line, which would have been used for lodging at in-person conferences).

The Supplies line is currently 41% spent.

This is lower than average for mid-year, but not in a concerning way. Some lines in this category will be spent on large purchases that will happen later in the year (Software and Misc. Computer Hardware). Most of the dramatic-looking abnormalities in this section are lines with smaller overall values (examples: Gasoline is spent at 14,760%, which is an expenditure of \$148; First Aid/Safety Supplies is spent at 178%, which is a line overage of \$78). This expenditure type should end up balanced despite these mid-year highs and lows.

The overall expenditure budget is currently 48% spent.

Library Expenditures: July 1, 2022 to December 31, 2022
Operating Budget: Accounts 10550110 to 10550220

Type	Revised Budget	YTD Expenditures	Available Budget	% Used
Library Materials	717,000	380,156	336,844	53%
477020 Books (Cat/Cir)	710,000	126,064	583,936	
477030 Books (Outreach)	0	38	(38)	
477070 eBooks	0	64,400	(64,400)	
477100 Audio (Compact Disc)	0	1,492	(1,492)	
477110 Audio (Digital)	0	56,357	(56,357)	
477120 Audio (Read-Along)	0	7,849	(7,849)	
477160 Video (DVD)	0	12,914	(12,914)	
477190 Circulating Equipment	0	854	(854)	
477200 Toys/Kits	0	556	(556)	
477220 Video Games	0	2,397	(2,397)	
477250 Streaming Media/PPU	0	32,964	(32,964)	
477290 Microfilm	0	5,009	(5,009)	
477320 Serials (Digital)	0	13,627	(13,627)	
477330 Serial (Print)	0	13,721	(13,721)	
477350 Online Reference	0	41,915	(41,915)	
477380 Library-RFI Tags	7,000	0	7,000	
Other Financing Uses	62,422	31,211	31,211	50%
490160 Misc Transfers Out	62,422	31,211	31,211	
Personnel	5,374,942	2,508,445	2,866,498	47%
411000 Perm Full Time	2,769,165	1,300,795	1,468,370	
412000 Perm Part Time	449,058	213,298	235,760	
413000 Temporary Employees	671,000	284,684	386,316	
414100 Overtime Wages	69,500	36,242	33,258	
414300 Term-Vacation Pay	0	2,202	(2,202)	
414500 Longevity Pay	18,675	18,420	255	
421100 Health Insurance	691,629	331,059	360,570	
421200 Dental Insurance	15,096	7,211	7,885	
421300 Life Insurance	6,587	3,118	3,469	
421400 Disability Insurance	10,619	5,134	5,485	
421500 Unemployment Compensation	3,000	0	3,000	
422100 FICA	295,151	137,907	157,245	
423100 IPERS	375,462	168,374	207,088	
Services	662,837	368,674	294,163	56%
432030 Financial Services & Charges	1,327	591	736	45%
432060 Consultant Services	13,000	11,828	1,172	91%
432080 Other Professional Services	14,700	8,753	5,947	60%
435010 Data Processing	19,200	12,194	7,006	64%
435055 Mail & Delivery	41,500	26,078	15,422	63%
435059 Advertising	5,200	2,452	2,748	47%
436030 Transportation	5,000	951	4,049	19%
436050 Registration	5,000	4,144	856	83%
436060 Lodging	5,000	1,231	3,769	25%
436080 Meals	1,000	200	800	20%
438030 Electricity	112,045	59,634	52,411	53%
438070 Heating Fuel/Gas	20,614	5,332	15,282	26%
438100 Refuse Collection Charges	168	0	168	0%
438130 Cell Phone/Data Services	4,500	2,574	1,926	57%
438140 Internet Fees	12,000	4,927	7,073	41%
442010 Other Building R&M Services	68,000	31,850	36,150	47%
442020 Structure R&M Services	5,000	3,126	1,874	63%
442030 Heating & Cooling R&M Services	25,000	9,754	15,246	39%
442050 Furnishing R&M Services	2,050	0	2,050	0%
442060 Electrical & Plumbing R&M Srv	2,644	2,329	315	88%
443020 Office Equipment R&M Services	2,100	2,047	53	97%
444080 Software R&M Services	127,535	107,812	19,723	85%
444100 Hardware R&M Services	24,339	1,855	22,484	8%

445030	Nursery Srvc-Lawn & Plant Care	900	446	454	50%
445140	Outside Printing	32,299	11,864	20,435	37%
445250	Inter-Library Loans	5,902	4,303	1,599	73%
445270	Library Material R&M Services	22,000	9,267	12,733	42%
445290	Book Binding	500	0	500	0%
445330	Other Waste Disposal	1,000	893	107	89%
446190	ITS-Software SAAS Chgbk	4,090	0	4,090	0%
446300	Phone Equipment/Line Chgbk	24,161	11,749	12,413	49%
446340	Radio Maintenance Chgbk	338	0	338	0%
446350	City Vehicle Replacement Chgbk	20,293	9,663	10,630	48%
446360	City Vehicle Rental Chargeback	3,599	1,834	1,765	51%
446370	Fuel Chargeback	520	2,021	(1,501)	389%
446380	Vehicle R&M Chargeback	3,718	2,932	786	79%
448030	Community Events Funding	300	235	65	78%
449055	Permitting Fees	525	0	525	0%
449060	Dues & Memberships	12,500	8,691	3,810	70%
449090	Land & Building Rental	350	0	350	0%
449120	Equipment Rental	4,000	784	3,216	20%
449160	Other Rentals	4,920	3,049	1,871	62%
449260	Parking	0	935	(935)	93500%
449280	Misc Services & Charges	4,000	346	3,654	9%
Supplies		104,571	42,537	62,034	41%
452010	Office Supplies	8,476	5,779	2,697	68%
452040	Sanitation & Indust Supplies	22,000	10,243	11,757	47%
454020	Subscriptions	616	648	(32)	105%
455110	Software	2,000	0	2,000	0%
455120	Misc Computer Hardware	30,000	4,224	25,776	14%
463040	Water/Sewer Chemicals	1,500	0	1,500	0%
463100	Ice Control Chemicals	310	0	310	0%
465020	Gasoline	0	148	(148)	14760%
466070	Other Maintenance Supplies	4,500	2,321	2,179	52%
469110	Misc Processing Supplies	19,000	9,970	9,030	52%
469190	Minor Equipment	536	26	510	5%
469210	First Aid/Safety Supplies	100	178	(78)	178%
469320	Miscellaneous Supplies	12,088	5,072	7,017	42%
469360	Food and Beverages	3,445	3,878	(433)	113%
469370	Paper Products	0	51	(51)	5084%
Grand Total		6,921,772	3,331,022	3,590,750	48%



Receipts

FY23 compared to FY22 YTD

	Q2 FY22	Q2 FY23	% Change	FY23 Budget	% Received
General Fund					
Library Fines	\$1,817	\$713	-60.7%	\$0	0.0%
Vending, etc.	\$327	\$322	-1.5%	\$0	0.0%
General Fund Total	\$2,144	\$1,035	-51.7%	\$0	0.0%
Enterprise Fund					
Photocopies	\$597	\$757	26.9%	\$2,050	36.9%
Electronic Printing/Debit Card	\$3,411	\$5,640	65.4%	\$8,320	67.8%
Counter/Cloth bag/Misc	\$169	\$495	193.4%	\$1,000	49.5%
Recycle	\$69	\$360	421.4%	\$100	359.8%
Misc Grants	\$5,000	\$0	0.0%	\$0	0.0%
Enterprise Fund Total	\$9,245	\$7,252	-21.6%	\$11,470	63.2%
Lost & Damaged	\$5,942	\$6,458	8.7%	\$0	0.0%
Lost & Damaged Total	\$5,942	\$6,458	8.7%	\$0	0.0%
State Funds					
Open Access / Access Plus	\$36,891	\$47,800	29.6%	\$40,390	118.3%
Enrich Iowa/Direct State Aid	\$21,875	\$23,321	6.6%	\$21,460	108.7%
State Fund Total	\$58,765	\$71,122	21.0%	\$61,850	115.0%

703: Recording and Streaming Policy

Proposal: The Recording and Streaming Policy outlines expectations for official ICPL video content and guides how ICPL departments may best utilize the services of our A/V team. Formerly known as the Cable TV Channel 20 Programming Policy, previous versions of this policy included similar content, but had two major differences: the broadcast method was cable television and, in order to be a viable TV channel, we created original TV programming and also broadcasted public domain works.

The previous three-year review removed mention of cable TV and local access TV language as our franchise agreement with Mediacom expired in 2018.

This review is a regular, three-year policy review. It was reviewed and amended by the Committee listed below and vetted by the library's leadership team.

Issues: Running a Cable TV channel was unique for a Public Library and required a policy to guide its operation. Generally, we compare policies with those from other public library systems as part of the regular review process, but in this case, we could find nothing similar to benchmark against. As the scope of the policy has shifted, we asked the question of whether this policy should be sunsetted with relevant aspects incorporated into other existing policies. Ultimately, we decided there was enough here to guide library decision-making process that it seemed right to keep it separate for now. Our changes address:

- Clarifying that The Library Channel content be solely comprised of Library-sponsored and co-sponsored recordings. This had been our practice already and moves the burden of decision-making to language found in the Library Programs policy.
- Strengthen language relating to public challenges and substantive editing to recorded content.
- Include mention of responsible staff for questions related to channel content. Many departments utilize The Library Channel so this helps clarify for A/V staff.

Committee Recommendations:

See also related policies	Add full title of 802 Confidentiality and Privacy.
703.1	Remove mention of community recordings that aren't co-sponsored and rework language about sponsorship for clarity. Add language to clarify that videos are hosted on YouTube (currently) for transparency.
703.2	Remove reference to optional recording capability for events that aren't co-sponsored.
703.3	Renumber. Add similar language to 601 Collection Development Policy to reference ALA guidelines. Add language to outline responsibility relating to video removal and major content edits.
703.4	Renumber. Add language from 601 Collection Development Policy for consistency and clarity with regards to challenges.
703.5-703.7	Renumber.

703.8	Renumber. Modify language to remove reference to pronouns.
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Action Required: Review policy and adopt as amended.

Committee Members: Beth Fisher (Adult Services), Bond Drager (Information Technology), Jason Paulios (Adult Services), Sam Helmick (Community & Access Services)

703 Recording & Streaming Policy

See also related policies: Confidentiality and Privacy (802), Library Programs (702), Public Relations (701) and Copyright (814)

703.1

The Library's video stream shall be referred to as The Library Channel, and can be found at icpl.org/video. The purpose of The Library Channel is to extend library programs to a wider audience, to inform the community about Library services, to promote reading and Library use, ~~to provide access to community events~~, to disseminate the visual history of the community or local history; and to make Library sponsored meetings and events ~~originating from the Library~~ more accessible. The Library Channel is hosted through a third party and may be subject to that party's community guidelines and policies.

703.2

Community meetings and events originating from the Library may be streamed live on The Library Channel if it is determined to have broad community appeal and it can be accommodated without major disruption to Library staff schedules. Groups utilizing The Library Channel accept full legal responsibility for the content of their program, including compliance with copyright law.

703.32

The Library does not proscribe or cancel or alter a recorded program solely because an individual or group may find the content objectionable. The Library subscribes to 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. Any decision to remove or substantively alter Library Channel content is to be made by the departmental Coordinator responsible for the video's creation or the Library Director. Original content development lies with library workers who apply professional knowledge, experience, and related policies in making decisions.

703.43

The Library Board neither approves nor disapproves of content, topics, subject matter, or points of view of individuals or groups whose programs appear on The Library Channel. The inclusion of content on The Library Channel does not constitute endorsement. The Library recognizes that content may offend patrons, but, because the Library follows accepted principles of intellectual freedom, it will not be removed solely in response to objections or challenges by individuals or groups.

703.54

All meetings or functions of the Library's Board of Trustees and its support groups have full access to The Library Channel as needed, and their use may include advocacy on behalf of the library.

703.65

Copyrighted materials and performances will be streamed in accordance with Board Policy 814.

Library programs may appear on The Library Channel, Library website, the internet, and other media.

703.87

This policy shall be administered by the Library Director or ~~his/her~~ designee, who is authorized to adopt rules to implement it.

Originally adopted: 07/24/1980

Revised: 12/19/85

Revised: 1/29/99

Revised: 4/27/11

Revised: 1/26/23

Revised: 10/27/88

Revised: 1/14/02

Revised: 4/24/14

Revised: 4/30/92

Revised: 5/26/05

Revised: 3/23/17

Revised: 4/25/96

Revised: 5/22/08

Revised: 12/19/19

Director's Report

Prepared for the January 26, 2023
Meeting of the Library Board of Trustees
Elsworth Carman, Library Director

2023 Begins with an Increase in Problematic Behavior Issues

The first month of the year has included a higher-than-usual number of significant behavior issues throughout the library. We have had patrons harassing staff and other patrons, patrons physically intimidating and aggressing toward other patrons, racially-based bullying and harassment, refusal to move away from building fire exits (during open hours and overnight), and repeated “nuisance” behavior, like running, swearing, refusing to listen to staff directives, and misuse of library property. These in-library issues are compounded by recent nearby criminal episodes, including a situation involving an armed person in a parking ramp and a situation on the Ped Mall that involved the discharging of a firearm. In-house behaviors have resulted in several 12-month suspensions and many reports in the behavior database. While we manage these (and other) behavior issues year-round, the quick succession of incidents since the beginning of January has been difficult to handle and has impacted staff morale. We know that there are reasons for a behavior spike in January; the holidays can be stressful, the weather is often cold or volatile, many social service providers are closed or have limited hours, and some types of benefits are adjusted or renewed, which might include reapplication and/or other requirements, but this doesn’t make the reality of navigating and documenting these situations any easier.

I am consistently impressed by the ways ICPL staff manage behavior issues and support each other during times of escalation or crisis, but I know that it can be exhausting, scary, and frustrating to be faced with behavior issues over and over. We engage our community partners at Shelter House and other social services agencies and work with the Iowa City Police Department as needed to deescalate and remedy problems, but these supports are not always applicable or available.

Problematic behavior creates an invisible ripple effect that can result in additional issues. Each time something significant happens, staff are responsible for managing the actual episode, then completing a report (generally an incident or accident report or an entry in the behavior database, and a second layer of reporting if a patron is suspended from the library for any length of time). More significant issues can take hours of administrative time, especially if they include communication with City legal staff, service providers in the community, or other external partners. Follow-up work, like crafting suspension letters and communicating with staff and others, usually has to be done right away. This adds stress to already-full days and sometimes means other work gets delayed. Additionally, behavior issues change the tone of the library; when something happens that other patrons can see or hear, it can inspire other behavior issues throughout the building, which can create a situation where staff are trying to respond to multiple problems at once. Patrons can get fairly aggressive in seeking information about an issue while it is happening or when it is over, and the repeated questions and expectations of details related to how an incident transpired (and what will “happen” to those involved) can add another layer of stress to behavior management.

I believe we will see behavior patterns normalize again in the future, but it is enormously frustrating to lose so much time to managing behavior incidents. It is sad to see people pushed to their limits and struggling to maintain control of their actions, and the compassion fatigue felt by staff throughout the library is very real.

In hopes of reinforcing support and empowering all library staff, we are working on an update to a companion document to Policy 809: Library Use Policy. There has been a behavior matrix tool that outlines how we respond to problematic behaviors for many years that was most recently updated in 2017. The Leadership Team made some changes to the document flow and updated content to better match current practices, and has shared the draft document with all staff for feedback. We will revisit and incorporate staff observations, suggestions, and criticisms in the coming weeks. While this document will not solve the issue of behavior problems in the library, we hope it will help clarify some practices and simplify decision-making for frontline staff.

Managing behavior issues is not something I highlight in board reports very often, but the concentration of episodes this month felt worthy of an update. As I stated, library staff do a truly exceptional job balancing the work of managing behavior problems with the work of serving other patrons, but patterns of problematic behavior are stressful and tiring for even the most resilient staff members. I will keep the board updated about the new Library Use guidelines document and how behavior is trending as we move forward.

FY24 Budget Process Update

The annual Saturday budget session with City Council was held Saturday, January 7. This special meeting gives department heads an opportunity to present our departmental budgets directly to City Council. We are asked to highlight any changes to the budget from the previous year and touch on recent achievements and upcoming challenges. The presentations are generally fairly brief and high-level.

In my presentation, I did an overview of the department—our governance, staffing level, number of people served in the building and on the bookmobile, etc.—and talked about our work as we end one strategic plan and build a new one. I also stressed the issues around protecting intellectual freedom and the right to read, the challenges of increasing material and program costs, general inflation, and our future space and staffing needs, as well as the challenges of meeting expanding social services needs without a proportionately expanding budget and the changing needs of staff (specifically, needing resources to meet emerging expectations of workplace amenities and countering burnout). There were a couple of basic questions and a positive comment about how great library staff is. I felt largely positive about the presentation.

On Wednesday, January 11, the Capital Improvement Project meeting was held. This yearly meeting includes going through all of the City's CIP projects for the next five years. The library has two projects planned at this point: the carpeting and furnishings replacement project that has been on the books since before I started (currently scheduled for FY25-FY26) and a refresh of Meeting Room E and the Board Room, scheduled for FY24. I provided a very brief overview of our projects and there were no questions.

The full FY24 Budget Book can be viewed online at <https://www.icgov.org/budget> (under "Fiscal Year 2024 Budget Documents"). The Library's departmental overview is on pages 170-179 and the budget details are on pages 364-367.

FY23 Budget Amendment

As discussed previously, our FY24 budget request included \$30,000 for clock replacement throughout the building (this includes 80+ clock mechanisms, the rooftop antenna and antenna installation, and calibration of the new clocks, but not installation of the individual mechanisms). It was recommended by Finance staff to

submit this request as a FY23 budget amendment to expedite the process (and possibly avoid a price increase by waiting another twelve months to make the purchase). This amendment has been submitted and approved by City Manager Fruin.

FY24-27 Strategic Plan Progress

The Strategic Plan Staff Committee met on January 10. We revisited the feedback from the brainstorming sessions that were done at Inservice Day, and spent some time working on updating the definitions of the four themes we are focusing on (as a reminder, these themes are access, education/advocacy, building community, and communication). We are currently developing a draft of objective and tactic language, which we hope to share with the full staff and the library board in the coming weeks. Staff committee members are doing an exceptional job engaging their departments in the planning process. I look forward to sharing a draft of our work with the board for feedback and discussion.

Adult Services Department Report

Prepared for the January 26, 2023

Meeting of the Iowa City Public Library Board of Trustees

Jason Paulios, Adult Services Coordinator

Adult Winter Reading Program

We're just over a month into the Adult Winter Reading Program and we've already surpassed last year's sign-up and completion totals for teen and adult readers. As of January 15th, we had nearly 300 signups (171 total in 2022) with 130 completions (101 for 2022) and 450 books logged.

Many thanks to the Iowa City Public Library Friends Foundation for the financial support to allow us to offer the mugs, cocoa/tea, and prize books!



Teen Programming Updates

This winter Victoria has begun Outreach efforts with South East Junior High. She and Chelsea Sims, SEJH Teacher Librarian, gather weekly during an open student hour to offer crafts, book talks, and promote available library resources. This relationship building has paid off – we've had increased Winter Reading Program participation and are seeing these students showing up at ICPL events. One group of young writers even created picture books and presented at an ICPL Children's Storytime.

This summer Victoria and the Interns spent many hours with the teens in the Koza Family Teen Center and noticed some young people showing up in worn and damaged clothing. They were also helping teens prepare for job interviews and knew that they'd need to have suitable clothes. An idea for a Little Free Closet was developed in response to these observations, staff put together a small "take what you need" clothes rack built from in-house curated donations. There is now a volunteer creating a sharable document with photos and sizes of available clothing pieces to better help match the pieces with those in need. This will allow staff to see what the inventory looks like with regards to specific sizes, will make it sharable with outside organizations like United Action for Youth, and be useful for a quick consult while at Outreach events.



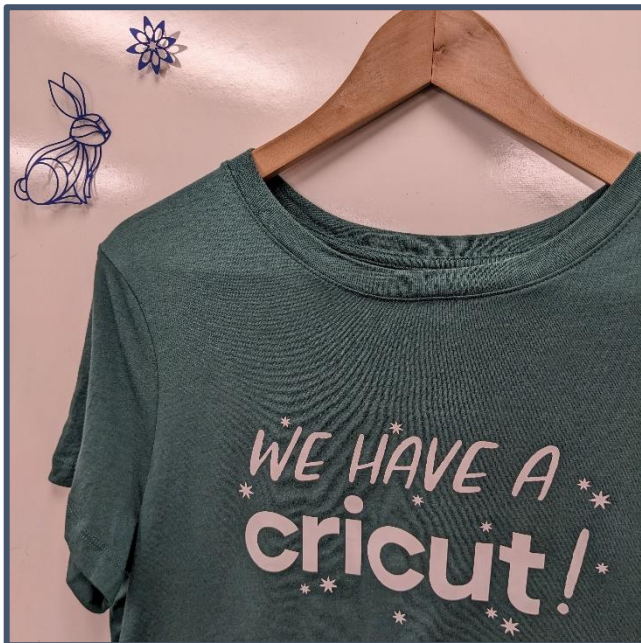
Digital Media Lab Updates

The big news from the DML is that we now have a Cricut (pronounced "cricket") smart cutting machine. This tool allows users to create intricate cutout designs (either from their templates or a personal design) to make stickers, decals, iron-ons, paper cut-outs for cards/crafts. Stacey has created a detailed handout explaining the

features and what the library provides. The cutter may be used during staffed DML sessions and patrons can make a reservation through icpl.org/cricut.

Stacey's crafting nights continue to grow and January's event had people interested in making:

- A corncob keychain – they were about to make a trip to South America and knew the custom was to bring gifts
- A flying unicorn by a Grandmother for her Granddaughter



Cricut examples - papercuts and iron-on

January's Craft Night crowd

Community & Access Services Department Report

Prepared for the January 26, 2023

Meeting of the Library Board of Trustees

Sam Helmick, CAS Coordinator

Public Relations & Marketing

External communications significantly support the collections, services, and programming provided by the Iowa City Public Library. Sharing the good library news at service points, events, and outreach requires robust staff training and scripting. We rely on printed and virtual media to impart the value of physical and digital materials. Partnerships and collaborations enable us to enhance community goals with library resources and we enjoy connecting with journalists, radio personalities, and various community groups to relate new services, upcoming events, and the potential available with an Iowa City Public Library Card.

Social media plays a role in our work to communicate the value of the Iowa City Public Library too. During his first two years at the Library, our PR Specialist, Manny, in concert with the Public Relations Team, the Graphics Team, Programmers, and Selectors, transitioned to an organic content model to promote library services. In the past, ICPL shared content from City Departments and partners but original content about services was infrequent. In the first year we grew from 175k engagements on Facebook to 1.2 million engagements.

We imagined this success to be partly dependent on the captive digital audience developed during the height of pandemic closures, however, this year we continue to see growth in an era when social media use is declining. We find that our most popular posts involve content that speak to our mission and values but also provide a call to action to engage, visit, and check out from the library.

By professional standards, in 2022 any engagement rate above 1% was considered good; 0.5%-0.99% considered average; and below 0.5% engagement likely meant a realignment of messaging would be required. Iowa City Public Library's engagement clocked at 2.14%. I wish to applaud the work of the Coords, selectors, programmers, and our graphics and marketing staff who have learned new pathways and contributed content to support these achievements.



ICPL Bookmobile

Friday stops have become routine service for our patrons. This extra time in the community enables us to add Hoover Elementary, Breckenridge, Lake Ridge Estates, and Ronald McDonald House as regular stops.

The diversity of needs and interests, we see while serving the new stops exemplifies the broad and deep provision of services by the ICPL to our community.

Heidi, Shawna, and Tom are working with Collection Services to reimplement the model of more Express/New items being available to those who utilize the ICPL Bookmobile. When the ICPL Bookmobile launched, it was marketed as an Express/New shelf on wheels. With Anne's guidance and support, these members of the Bookmobile Team supplement new purchases dedicated to the Bookmobile with extra copies of fresh materials in the Downtown Collection. Regular visitors have expressed great joy that their experience better mirrors the experience of those able to visit the Downtown Library with this change.

For the first time ICPL Bookmobile has been invited to attend Freeze Fest, Kids Day at the Johnson County Fair, and the Community Leadership Kickoff. We are honored and delighted to partner at these events.



Outreach

Heidi began her new outreach series with the Community Food Bank. She was provided a table and space to connect with visitors. At her first visit, she engaged with 17 people, registered 4 people for a library cards, and provided information about family programming. Heidi observed that tools and resources in multiple languages would serve us well in the space. We will work with marketing and graphics to develop media to support communication and outreach.

Mac will return to Emerson Point for lobby stop outreach. This outreach includes library card registration, tech help, and readers advisory.

Our newest ICPL Outreach team member, Maggie, has accomplished orientation, circulation training, and is now responsible to facilitate our Jail and At Home services.

We are delighted to continue with nine Deposit Collections which supply rich, ongoing access to library materials in various neighborhoods. With the addition of our new Outreach Page, we will explore opportunities for Farmers Markets, Diversity Markets, and other avenues which bring services directly to where patrons and potential patrons organically gather in the community.

Respectfully submitted,

Sam Helmick



Development Department Report

Prepared for January 26, 2023

Meeting of the Iowa City Public Library Board of Trustees

Katie Roche, Development Director

Year-end fundraising analysis

Comparing month of December fundraising by year:

Year	Total #gifts	Total Samt	Outliers	average gift size	# monthly recurring gifts	# of returned remittance since Nov 1
2019	418	\$84,013	\$6500 Bazaar	\$200	15	NA
2020	324	\$63,321	Pandemic. NO Bazaar	\$197	19	NA
2021	356	\$109,489	Pandemic cont. 25k Ephgrave gift (\$84,489 without), Virtual Bazaar	\$240	21	NA
2022	269	\$71,004	Leadership change, no fall Business Partner email, No craft bazaar	\$267	20	80/51K

“(Donating to the ICPL) is something that I have wanted to do in the past, but just haven’t had the means to do. My daughter has a special disability and finds the library her safe place. She lives independently, works, and takes the bus everywhere. She visits the library quite frequently and checks out numerous items. My donation is my way of saying thank you. She loves the library!”

This quote was collected by the ICPL Friends Foundation as part of a project working to gather impact statements from donors.

Key Takeaways

Comparing '19 to '23

- Number of gifts has decreased while gift amount has increased
- '19 Craft Bazaar was major contributor to that December's totals
- Confirms that cultivating monthly donors is sound strategy to return to 2019 #'s

Role of Pandemic

- Donor retention rates falling throughout fundraising industry by about 6%, concurrent with our stats
- Giving is up by 11%, but ICPLFF is not seeing that increase
- Strong communications plan will be implemented to raise awareness of org

Remittance Envelopes

Development office will continue to monitor the number of remittance envelopes that are returned to make an informed decision about investing in this tool in the future.

Cultivating recurrence of large gifts

- Each Dec. a number of large gifts are made, but do not repeat year to year.
- An effort to invite annual giving at this level will involve ongoing stewardship for LYBUNT/SYBUNT donors

Definitions

LYBUNT: Last Year But Unfortunately Not This Year

SYBUNT: Some Year But Unfortunately Not This Year



Iowa City Public Library sets teens up for success through 'Free Closet'



By [Libbie Randall](#)

Published: Jan. 6, 2023 at 6:03 PM CST

IOWA CITY, Iowa (KCRG) - The Teen Little Free Closet at the Iowa City Public Library is made up of a selection of donated clothes that younger people in the community can use. But it's a more narrowed down selection than you might find at any local pantry or thrift store. The selection consists of button down shirts, blazers, tailored dresses.

Candice Smith has donated several items to Teen Little Free Closet since it first started. As with many donors, she has carefully selected items from her closet that would be good to wear to a job interview, a professional internship, or even just an important event.

"I think that's where some of us could come in with supplying some of those things that young people wouldn't be able to go out and get," said Smith.

While it's open and available to anyone, the 'closet' is mainly for teenagers in the area who might not have the opportunity to get the appropriate outfit for a certain occasion or event.

Victoria Fernandez with Iowa City Public Library, says she got the idea after interacting with the many different children who come through the teen center.

“We help with resume and so we see teens in that job prospective process,” said Fernandez. “We just heard that some of them didn’t have the right pants, or didn’t have the right shirt, and we knew this community would be responsive to that.”

She adds that they try to be intentional with the type of clothes they bring in.

Teens can exchange some of their items for others within the closet, or they can browse and take what they need without needing to exchange.

To further their service, they ask those in need a specific item to fill out these note cards.

“If kids need a certain size of pants, then we will try and reach out. If kids need a button-up shirt, then we’ll try to reach out about that too,” said Fernandez.

Several teenaged interns also actively work on this project. Fernandez says they help in getting the word out to the younger population.

The closet is currently available on Fridays and Saturdays. For more information, click [here](#).

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The Gazette

Iowa City youth practice activism inspired by Martin Luther King Jr.

Students share fears about bills affecting LGBTQ students



Grace King

Jan. 16, 2023 6:00 am



Harry Epstein, 18, opens the night Friday with a spoken word piece during an open mic session at the United Action for Youth Center in Iowa City. (Geoff Stellfox/The Gazette)

IOWA CITY — Harry Epstein, 18, practiced walking in the shoes of civil rights activist Martin Luther King Jr., speaking out against the “harmful” bills being proposed this month in the Iowa Legislature affecting gay and transgender youth.

Epstein, a transgender girl and a senior at Iowa City High School, was one of a dozen youth who spoke Friday about lesbian, gay, bisexual, transgender and queer rights, racial and gender equality

and gun violence at an open mic night at the United Action for Youth Center, a youth social services organization in Iowa City.

The open mic night is part of a monthlong series to celebrate, educate and honor the life and legacy of King, sponsored by United Action for Youth and the Iowa City Public Library. The night was a way for youth to learn from the legacy and use their words to create change, said Victoria Fernandez of the Iowa City Public Library.

Monday is Martin Luther King Jr. Day, a federal holiday that honors the civil rights icon who was assassinated in 1968.

Kylie Buddin, with United Action for Youth, said in studying the life of King, they are learning how many acts during the civil rights movement of the 1960s “were not huge or major” individually by themselves.

“Lots of small actions of good trouble lead to big change,” Buddin said, quoting John Lewis, another one of the leaders of the civil rights movement.

“The grand organizations were great, but simply showing up and sitting at a counter you weren’t allowed at was a huge act that created big change,” Buddin said, referring to the sit-in in 1960, when young Black students staged a sit-in at a segregated Woolworth’s lunch counter in Greensboro, N.C., and refused to leave after being denied service.

Students are writing letters to Gov. Kim Reynolds and other state leaders, voicing opposition to [bills recently introduced related to gay and transgender youth](#).

[House File 8](#) specifies that schools cannot provide instruction or material on sexual orientation or gender identity to students in kindergarten through third grade.

[House File 9](#) would prohibit school districts from providing any accommodations intended to affirm a student’s gender identity without written consent from the child’s parent or guardian.

Learn more about King

Youth are invited to participate in free events this month held at the United Action for Youth Center, 355 Iowa Ave. in Iowa City, from 5 to 7 p.m. every Friday this month, in partnership with the Iowa City Public Library.

The next event, on Jan. 20, will be about “creating.” Students will take a field trip to the Stanley Museum of Art at the University of Iowa before returning to the United Action for Youth Center to create work inspired by the civil rights movement.

The series will end Jan. 27, with an opportunity to serve. Students will learn about service projects during the civil rights movement and donate food that’s being collected throughout the month to CommUnity Crisis Services and Food Bank in Iowa City.

Comments: (319) 398-8411; grace.king@thegazette.com

Things to do this weekend

Barraza, Paris

[ProQuest document link](#)

FULL TEXT

It's not a bad weekend for country and rock fans in Iowa City to hear some of their favorite music without having to drive elsewhere.

This weekend, check out country covers by an all-Iowan band or catch an experienced Rush cover band perform the legendary Canadian band's hits.

Meanwhile, the indoor Johnson Co Market returns for shoppers looking to get their hands on locally made and sourced goods.

Here four things to do this weekend in Iowa City.

The Rush Tribute Project at the Englert Theatre

Entering the scene in the late 1960s was the band Rush, soon to grow a devoted following for a career that spans decades.

The Canadian progressive rock band's enduring legacy will be captured on Saturday night at the Englert Theatre with a performance from The Rush Tribute Project.

The tribute band covers all of Rush's 40-plus years of discography, according to the band's agency SRO Artists. It's made up of Sean Jones, Bill Heck and Thomas Slawnik, whose been with the band since its start in 2013.

Rush, comprised of Alex Lifeson, Geddy Lee and the late Neil Peart —who joined the band a few years after it formed —topped charts with songs like "Subdivisions," "The Spirit of Radio" and "Limelight." One of the band's more enduring songs, "Tom Sawyer," wasn't a chart topper upon its release though, according to Rolling Stone.

With multiple platinum and gold albums, Rush was nominated for seven Grammy Awards and won numerous other awards through its career.

The concert starts at 7:30 p.m.

Visit the Englert Theatre's website to purchase tickets.

Johnson Co Market at the Johnson County Fairgrounds

This Sunday, visit the Johnson County Fairgrounds for a farmers and makers market.

The Johnson Co Market will feature over 30 vendors this Sunday selling baked foods, coffee, handmade décor, meat, produce and more.

Vendors include Lori Ann's Candies, the Cedar Rapids-based shop selling homemade chocolates and Grey Barn Farm LLC, an alpaca farm 20 miles outside Iowa City, that sells rugs made from the animals' fibers and socks.

Also in attendance will be Ridgeview Farm from Ely, Laine's Bakery and Scrappy Turtle Designs, both based in Iowa City.

South Side Street Foods, the newer Iowa City food truck that sells frybread, will sell coffee for shoppers.

The market is from 11 a.m. to 2 p.m.

It'll return on the following dates:

Jan. 29

Feb. 12 and 26

March 12 and 26

April 16 and 30

The Johnson Co Market is located at the fairgrounds at Building C at 4261 Oak Crest Hill Rd., Iowa City.

Visit the market's Facebook page for more information.

Red Dirt Renegade at Wildwood Saloon

Dubbing themselves the all lowan outlaw country band, Red Dirt Renegade is taking the Wildwood Saloon stage Saturday.

The band is made up of Chad E. Stutzman, Jason Boggs, Larry Beem, John Parrish and Jeffrey Stevens —all veterans of live music and of their respective instruments as evident by the number of years they've been in music, according to Red Dirt Renegade's website.

Red Dirt Renegade covers music by Cody Jinks, Johnny Cash, Sturgill Simpson and more.

The concert starts at 7 p.m.

Visit Wildwood Saloon's website to purchase tickets in advance.

Cat Extravaganza at Iowa City Public Library

Cozy up with a feline friend at this unique event held at the Iowa City Public Library Saturday.

Folks can visit the library between 3 p.m. and 5 p.m. and meet adoptable cats from Last Hope Animal Rescue.

Last Hope Animal Rescue is a Cedar Rapids nonprofit that for nearly two decades has rescued animals for the purpose of finding them forever homes, according to their website.

Groups of 10 will be admitted at a time to meet the cats, so be prepared for a wait if there are lots of people. Other activities include cat breed bingo with prizes, voting on Internet cat videos or making a cat craft.

The activities will be held in meeting room A, B, C and D.

Visit the Iowa City Public Library's website for information on Cat Extravaganza and other upcoming events.

Paris Barraza covers entertainment, lifestyle and arts at the Iowa City Press-Citizen. Reach her at PBarraza@press-citizen.com or (319) 519-9731. Follow her on Twitter @ParisBarraza.

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The Gazette

Indoor play spaces for Cedar Rapids and Iowa City preschoolers

Find a place for your preschooler to burn off some winter energy



Erin Jordan

Jan. 2, 2023 6:00 am, Updated: Jan. 9, 2023 10:00 am



A child plays in an inflatable at Tot Time, an Iowa City Parks & Recreation program offered in Scanlon Gym in Iowa City. (Iowa City photo)

IOWA CITY — If your preschooler is bouncing off the walls after too much sugar and not enough exercise, welcome to Iowa winter.

For decades, the [Iowa City Parks & Recreation](#) Department has offered Tot Time, a low-cost indoor play program at Mercer Aquatic Center & Scanlon Gym on weekday mornings from early January through April.

There, preschool age kids can wear themselves out with tricycles, inflatables, tumbling mats, play castles, slides, basketball hoop, balancing toys and a rotating list of activities, such as LEGO toys, coloring and Play-Doh.

“It’s one of the most popular programs we have,” said Kate Connell, aquatics supervisor for the city. “It’s really fun and it’s always pretty busy.”

Tot Time is unique in that it is hosted in a public space at a fairly lost cost — \$1 per child — which lowers the barrier to participation.

The admission cost allows Matt Eidahl, assistant recreation superintendent, to replace worn items and add new toys and inflatables every year, Connell said. Tot Time is a great place for kids to try out new toys their parents may want to buy for home use, she added.

“We try to have enough diversity so there are different things for kids and their preference for play,” she said. “There’s a little bit of everything.”

The program gives young kids a chance to develop gross motor skills, get exercise and socialize with other children. It also provides a place for parents to meet up, sit on provided bleachers and socialize while their children play safely.

The program is from 9:30 to 11:30 a.m. Monday through Friday, Jan. 9 through April 28, excluding Jan. 16 and the week of March 13. On Thursdays, the [Iowa City Public Library Bookmobile](#) is parked outside Tot Time from 9:45 to 10:15 a.m. for parents and children to pick up or return books, DVDs and other materials.

Iowa City also offers Tot Play Parties, in which parents can rent out the Tot Time space and toys for costs ranging from \$100 and \$135. For more information, call the Parks & Rec customer service desk at (319) 356-5100.

Drop-in indoor play spaces for young kids in the Corridor

Tot Time: Open weekdays from 9:30 to 11:30 a.m. Jan. 9 to April 28, excluding holidays. Cost is \$1 per child, for kids 6 and under. Address: Iowa City Scanlon Gym at 2701 Bradford Dr., Iowa City

North Liberty Community Center play area: Free, small indoor play space open weekdays 8 a.m. to 8 p.m., weekends 8 a.m. to 6 p.m. Address: 520 W. Cherry St., North Liberty

Coral Ridge Mall play area: Free children’s play area near Barnes & Noble open during mall hours. Address: 1451 Coral Ridge Ave., Coralville

Iowa Children’s Museum: Open for all ages, Tuesday to Sunday from 10 a.m. to 6 p.m. Admission is \$10 for children and adults, \$9 seniors. Address: 1451 Coral Ridge Ave., Coralville

Play Cafe: Open to kids 6 and younger (older siblings can come to help) Wednesday through Saturday 9 a.m. to 1 p.m. Regular admission is \$6 per child. You can buy a 10-play punch card for \$50. Address: 143 Marion Blvd. Suite A, Marion

Synergy Gymnastics: Open gym for kids Tuesday and Wednesday from 11:15 a.m. to 12:15 p.m. and Thursday from 3 to 4 p.m. Cost is \$8 cash or \$9 credit per child. Address: 455 Herky St., North Liberty

Twisters Gymnastics: Parent/Tot open gym Wednesday 11 a.m. to noon, Fridays from 2 to 3 p.m. or 3 to 4 p.m. \$6 per child. Address: 4625 Tower Terrace Rd. NE, Cedar Rapids

Fun Station: Play maze open Tuesday through Saturday 10 a.m. to 8 p.m., Sunday 11 a.m. to 6 p.m. \$11.99 per child, \$3 on Wednesdays. Address: 200 Collins Rd. NE, Cedar Rapids

The Shell, Indoor Play Space: Free play for kids 6 and under 9:30 a.m. to 12:30 p.m. Monday to Friday, \$10 per child. Address: 4625 Tower Terrace Rd. NE, Cedar Rapids

AirFX: Offers Junior Jumpers for kids 6 and under, Thursday to Sunday from 9 to 11 a.m. Cost is \$8 per child, parents can jump for free. Address: 1100 N. 18th Ave., Hiawatha

Sky Zone: Little Leapers is for kids 6 and under, Sunday 9:30 to 11:30 a.m. \$14.99 for one child and adult. Address: 5515 Council St. NE, Cedar Rapids

Defy Iowa City: KidJump is for kids 6 and under. Ninety-minute passes are sold for \$15.99 (for one child and parent) from 10 to 11 on weekdays. Address: 851 Highway 6 East, Suite 102, Iowa City

Comments: (319) 339-3157; erin.jordan@thegazette.com

Iowa City Public Library Board of Trustees

Meeting Minutes

December 15, 2022

2nd Floor - Boardroom

Regular Meeting - 5:00 PM

DRAFT

Carol Kirsch - President

Tom Rocklin - Vice President

DJ Johnk - Secretary

Claire Matthews

Robin Paetzold

John Raeburn

Hannah Shultz

Dan Stevenson

Members Present: DJ Johnk, Carol Kirsch, Claire Matthews, Robin Paetzold, John Raeburn, Tom Rocklin, Hannah Shultz.

Members Absent: Dan Stevenson.

Staff Present: Elsworth Carman, Anne Mangano, Jen Miller, Jason Paulios, Angie Pilkington, Katie Roche.

Guests Present: None.

Call Meeting to Order. Kirsch called the meeting to order at 5:02 pm. A quorum was present.

Approval of December 15, 2022 Board Meeting Agenda. Johnk made a motion to approve the December 15 Meeting Agenda. Shultz seconded. Motion passed 7/0.

Public Discussion. None.

Items to be Discussed. None.

Staff Reports.

Director's Report. Carman thanked Paetzold and Raeburn for participating in Inservice Day. Carman appreciated the hard work from the Inservice Day committee and felt it was a successful day. Kirsch noted she was absent and would like to see highlights from the day.

Carman shared the annual Council Meeting to review budget requests will be January 7th. This year Carman will outline the impacts of inflation on a flat budget request for public services. Kirsch shared the Finance Committee will meet before the next Board meeting.

Matthews asked how the Board can better support the Library given recent events in the Meeting Rooms. Carman discussed creating guidance documents for staff but that so far, the Leadership Team has been able to step in when needed. Carman doesn't want staff to feel overwhelmed or be alone in decision making. Kirsch

asked about the disruption at the recent refugee program. Carman felt the intentional disruption was inappropriate but staff were able to react appropriately. After the people causing a disruption were removed there were no further incidents. Paetzold commented there were two viewpoints: what was streamed, and what was seen in the room. The placement of the cameras affects the viewpoint. Johnk wondered how alert ICPL should be to any potential activity hosted at the Library getting disrupted if the theme of the activity was not the reason for the disruption. Carman shared the players involved were repeat offenders and doesn't believe the content of the program was the cause. Carman was proud of how staff handled the situation and wants to do training with staff before the next Drag Queen Storytime. Calling the police is not the first reaction to problem behavior in the Library but in this instance, Carman felt the police were exceptional partners and communicated that to the Chief. Kirsch witnessed impressive behavior from the police at the Free Lunch program. Rocklin found Carman's email useful and hopes the situation isn't a trend but doesn't believe it was a terrible thing. Kirsch was interested to see if the event will affect attendance at the next Drag Queen Storytime. Raeburn asked if anyone was handcuffed or summoned. Carman called the police and asked them to remove a patron not complying with staff requests however another patron was removed by the police. Carman said it was not a graceful process but the police did a good job of expediting it.

Kirsch asked what prompted the EPA update. Carman responded that an EPA representative reached out to the Library. Carman shared that there has been air quality testing done at ICPL previously. Carman ran this agreement by legal and the building manager and both felt it would be good information to have. Carman brought it to the Board for their input. Matthews said it wouldn't hurt to have the information. Discussion about previous businesses at ICPL location ensued. Carman shared there is no cost for testing but if anything is found a budget amendment could be requested, if needed.

Departmental Reports. Children's Services. Pilkington reminded Trustees to sign up for the Winter Reading Program. Pilkington shared there was collaboration between Teen Librarian Victoria Fernandez and teens who did a Saturday Storytime that was really good. The kids were engaged, sang, dance, and shared their own Storytime. Kirsch asked if the OakNotes Choir was well received. Pilkington said yes with 175 happy attendees. The Downtown District Elf Hunt has had 700 forms turned in/attendees.

Collection Services. Kirsch and Raeburn said Mangano's report was a terrific explanation of a terrible situation. Mangano shared the American Library Association is having a forum on best practices. Raeburn asked if there were antitrust issues and Mangano agreed there were. Raeburn asked if ALA is doing anything. Mangano said ALA is lobbying Congress and there have been hearings but the discussion has been shut down so far. Matthews felt publishers would make more money if they had a reasonable price structure that wasn't prohibitive. Matthews felt there isn't an overlap of customers not buying books if they can't get that book at a library. Mangano shared staff grapple with how much to spend on big hit items with 6-8 month waiting periods. Kirsch noted half of the collection budget is going to digital content and asked if spending matched circulation use. Mangano believed only 10-20% of circulation is from digital materials. Paetzold felt lower prices wouldn't help publishers and that patrons don't understand the cost of checking out digital materials. Libraries as an industry haven't communicated the problem and that affects community perceptions of Libraries being ineffective. Paetzold shared Netflix's ownership of materials means that parts of society will never have access to those materials and wondered how to communicate the democratic aspect of libraries. Mangano shared this was a discussion point for Strategic Planning at Inservice Day and hopes to address this with marketing and editorials. Mangano explained libraries appear to not manage resources well but in actuality libraries are hampered by issues the general community doesn't understand or know of. Patrons often want to know why digital items aren't available immediately. Paetzold asked if a consortium could be built to tackle this. Mangano said if all public libraries stopped buying digital materials it could be effective but it would block public access, a main value of libraries. Paetzold believes this will continue to be a problem and

we haven't communicated this on a local or national level. Roche suggested the Friends Foundation could advocate for the initiative. Johnk said this is a money pinching issue which affects patrons and if proposed through that lens to the Friends Foundation, it would be a perfect marriage. Paetzold said the problem is not only a money issue but also an access issue across economic classes. Mangano shared libraries have been baked in the cake of American democracy and this is the first time we are hearing publishers openly against them. Paetzold was in support of the Library Board partnering with staff on this issue. Kirsch thinks the key to solving the problem is having all libraries on board.

IT. Palmer absent. Kirsch said the IT report was educational.

Development Report. Roche said The Window is set to be mailed 12/16/22. Roche noted slight changes were made to donation forms such as adding QR codes to attract younger donors. The Development team created a call for action to help people understand, engage, and encourage monthly donating. Roche would prefer donations come directly to the Foundation and not through Iowa Shares but noted Iowa Shares is an opportunity for payroll deductions. Rocklin wondered what purpose giving levels serve. Roche explained they allow people to imagine and aspire to another level of giving. Roche shared the giving levels were recently updated to allow \$10 recurring gifts and increased the highest level to \$2,500. Roche has found when the highest-level donations are increased donations tend to go up. Johnk inquired about donation matching with local employers. Roche added a line in donation form for donors to mark if their employer matches donations.

Miscellaneous. None.

President's Report. None.

Announcements from Members. Rocklin attended the City's Open Records and Open Meetings webinar and slides are available. Rocklin shared it was presented by the Iowa League of Cities. Their understanding of how to count a quorum was different than the understanding of our city attorney. The Iowa League of Cities counts virtual attendance towards a quorum. Paetzold thinks Iowa City is the only city interpreting it that way. Shultz is on a Johnson County Council and they count virtual attendance towards a quorum. Kirsch feels there is value in attending in person meetings because discussion participation is stronger. Paetzold supported virtual attendance for encouraging a more diverse Library Board. Matthews asked about the Trustee vacancy. Carman shared applications close January 3rd. Paetzold shared the Library Board can't give input on selection of Trustees and City Council appoints the selected candidate. Kirsch shared the City Council packet has applications in it.

Committee Reports. None.

Communications. Kirsch commented the article on Comics and Cookies is intriguing.

Consent Agenda. No changes were suggested to the November Board Minutes or Disbursements. Kirsch noted background checks are \$40 per check. Carman shared background checks are done for all staff and volunteers. Rocklin made a motion approve the Consent Agenda. Johnk seconded. Motion passed 7/0.

Set Agenda Order for January Meeting. No changes were proposed to the January schedule. The Finance committee will meet before the January Board meeting.

Adjournment. Kirsch adjourned the meeting at 5:36 pm.

CITY OF IOWA CITY

Library Disbursements: December 1 to December 31, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550110								Library Administration
10550110 432080								Other Professional Services
014353 ONE SOURCE THE BACKG PLUS4649-20221130		0	2023	6	INV P	160.00	121622	36913 BACKGROUND CHECKS F
014353 ONE SOURCE THE BACKG PLUS4649VOL-20221130		0	2023	6	INV P	160.00	121622	36913 BACKGROUND CHECKS F
						320.00		
016532 BARDHOSHI, GERTA	120922ID	0	2023	6	INV P	250.00	121622	280385 Admin/ICPL Staff In
						ACCOUNT TOTAL	570.00	
10550110 435055								Mail & Delivery
010473 UNITED PARCEL SERVIC 000068774R492		0	2023	6	INV P	25.30	122322	280748 Admin/UPS Internet
010473 UNITED PARCEL SERVIC 000068774R502		0	2023	6	INV P	13.16	123022	281052 Admin/UPS Internet
						38.46		
012264 MAILBOXES OF IOWA CI 596647 & 596845		0	2023	6	INV P	47.30	121622	280442 Admin/USPS Media Ma
						ACCOUNT TOTAL	85.76	
10550110 436050								Registration
010475 GREENSTATE CREDIT U 108239103IDZIONSRP		0	2023	6	INV P	105.07	123022	281002 JMiller MasterCard
012680 IOWA LIBRARY ASSOCIA 113022		0	2023	6	INV P	35.00	120922	280311 Admin/ILA Membershi
						ACCOUNT TOTAL	140.07	
10550110 438130								Cell Phone/Data Services
010482 VERIZON WIRELESS 9922631368		0	2023	6	INV P	451.81	123022	281074 Admin/Verizon Wirel
						ACCOUNT TOTAL	451.81	
10550110 445140								Outside Printing
010373 PIP PRINTING 111460ID		0	2023	6	INV P	190.46	121622	36916 Admin/40 Inservice
						ACCOUNT TOTAL	190.46	
10550110 449060								Dues & Memberships
012680 IOWA LIBRARY ASSOCIA 121922ILA		0	2023	6	INV P	90.00	123022	281012 Admin/ILA Membershi
						ACCOUNT TOTAL	90.00	
10550110 449260								Parking
000111 Deb Schultz 100322DS		0	2023	6	INV P	12.00	123022	281023 Admin/Volunteer Par
						ACCOUNT TOTAL	12.00	
10550110 452010								Office Supplies
010475 GREENSTATE CREDIT U 108239103IDZIONSRP		0	2023	6	INV P	568.47	123022	281002 JMiller MasterCard
						ACCOUNT TOTAL	568.47	

CITY OF IOWA CITY

Library Disbursements: December 1 to December 31, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550110 469320								
010475 GREENSTATE CREDIT U	108239103IDZIONS	SRP	0					
								Miscellaneous Supplies
			2023	6	INV P	350.53	123022	281002 JMiller MasterCard
						ACCOUNT TOTAL	350.53	
10550110 469360								
010475 GREENSTATE CREDIT U	108237446IDS	SRP	0					
								Food and Beverages
010475 GREENSTATE CREDIT U	108239103IDZIONS	SRP	0					
			2023	6	INV P	35.94	123022	281004 APilkington1/8/23CA
			2023	6	INV P	683.92	123022	281002 JMiller MasterCard
						719.86		
016131 OASIS FALAFEL LLC	000008ID		0					
			2023	6	INV P	1,031.75	121622	280479 Admin/Inservice Day
016131 OASIS FALAFEL LLC	000009ID		0					
			2023	6	INV P	104.25	122322	280700 Admin/Inservice Day
						1,136.00		
						ACCOUNT TOTAL	1,855.86	
						ORG 10550110 TOTAL	4,314.96	
10550121								
10550121 438070								
010319 MIDAMERICAN ENERGY	20221228100733		0					
								Library Bldg Maint - Public
			2023	6	INV P	12.46	123022	Heating Fuel/Gas
						ACCOUNT TOTAL	12.46	
10550121 442010								
010181 GREENERY DESIGNS	3877		0					
								Other Building R&M Services
			2023	6	INV P	124.00	120922	
010262 IOWA WORKFORCE DEVEL	186745		0					
			2023	6	INV P	160.00	010623	281117 FAC/Boiler Inspecti
010981 JOE'S QUALITY WINDOW	21428		0					
			2023	6	INV P	150.00	122322	280650 Fac/Window Cleaning
016413 BED BUG CATCHER	2019		0					
			2023	6	INV P	750.00	120922	280272 Fac/Bimonthly Bed B
						ACCOUNT TOTAL	1,184.00	
10550121 442020								
010823 SCHUMACHER ELEVATOR	90568556		0					
								Structure R&M Services
			2023	6	INV P	625.21	120922	
						ACCOUNT TOTAL	625.21	
10550121 445330								
013663 REPUBLIC SERVICES OF	0897-000975664		0					
								Other waste Disposal
			2023	6	INV P	168.21	120922	
						ACCOUNT TOTAL	168.21	
10550121 449160								
010627 CINTAS CORPORATION	4137105537		0					
								Other Rentals
010627 CINTAS CORPORATION	4138548056		0					
			2023	6	INV P	223.25	122322	280590 FAC/Sanitary Suppli
010627 CINTAS CORPORATION	4139889519		0					
			2023	6	INV P	223.25	120922	280280 Fac/Cleaning suppli
			2023	6	INV P	223.25	122322	280590 FAC/Sanitary Suppli

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Library Disbursements: December 1 to December 31, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
						669.75		
						ACCOUNT TOTAL	669.75	
10550121 452040						Sanitation & Indust Supplies		
010290 LENOCH AND CILEK ACE	373130/3	0	2023	6	INV P	1,372.85	122322	280662 Fac/Sanitary Suppli
010627 CINTAS CORPORATION	4137105537	0	2023	6	INV P	204.17	122322	280590 FAC/Sanitary Suppli
010627 CINTAS CORPORATION	4138548056	0	2023	6	INV P	273.66	120922	280280 Fac/Sanitary Suppli
010627 CINTAS CORPORATION	4139889519	0	2023	6	INV P	245.69	122322	280590 FAC/Sanitary Suppli
						723.52		
						ACCOUNT TOTAL	2,096.37	
10550121 466070						Other Maintenance Supplies		
011399 ELECTRIC EQUIPMENT S	9354	0	2023	6	INV P	685.31	123022	37439 FAC/Lightbulbs
011399 ELECTRIC EQUIPMENT S	9362	0	2023	6	INV P	124.75	010623	37482 FAC/Lightbulbs
						810.06		
						ACCOUNT TOTAL	810.06	
						ORG 10550121 TOTAL	5,566.06	
10550140						Library Computer Systems		
10550140 432060						Consultant Services		
014293 IMON COMMUNICATIONS	2906472	0	2023	6	INV P	477.83	123022	281009 IT/Phone & Internet
						ACCOUNT TOTAL	477.83	
10550140 438140						Internet Fees		
014293 IMON COMMUNICATIONS	2892959A	0	2023	6	INV P	253.12	122322	280635 Internet Services
						ACCOUNT TOTAL	253.12	
10550140 443020						Office Equipment R&M Services		
011736 KONICA MINOLTA BUSIN	283795451	0	2023	6	INV P	695.72	120922	280322 IT/Quarterly Mainte
011736 KONICA MINOLTA BUSIN	78153042	0	2023	6	INV P	114.30	120922	280323 ADMIN/Lease Payment
011736 KONICA MINOLTA BUSIN	78415352	0	2023	6	INV P	114.30	123022	281019 IT/Lease Payment
						924.32		
						ACCOUNT TOTAL	924.32	
10550140 444080						Software R&M Services		
010475 GREENSTATE CREDIT U	108230520	0	2023	6	INV P	128.07	123022	281001 B Palmer MasterCard
010525 ENCOMPASS IOWA LLC	13113	0	2023	6	INV P	975.00	122322	36960 IT/Backup/Endpoint
						ACCOUNT TOTAL	1,103.07	

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550140 444100			Hardware R&M Services					
012163 CONFERENCE TECHNOLOG	ST221100130	0	2023	6	INV P	1,069.75	122322	280593 IT/Room A Light Rep
012766 RMC IMAGING INC	2739	0	2023	6	INV P	785.00	122322	280720 IT/Microfilm Reader
			ACCOUNT TOTAL			1,854.75		
10550140 455120			Misc Computer Hardware					
010475 GREENSTATE CREDIT U	108230520	0	2023	6	INV P	369.32	123022	281001 B Palmer MasterCard
010525 ENCOMPASS IOWA LLC	13096	0	2023	6	INV P	254.40	121622	36905 IT/Replacement HD f
			ACCOUNT TOTAL			623.72		
			ORG 10550140 TOTAL			5,236.81		
10550151			Lib Public Services - Adults					
10550151 445250			Inter-Library Loans					
000119 AMES PUBLIC LIBRARY	3285302 & 3410837	0	2023	6	INV P	99.94	120922	280330 AS/ILL Reimbursemen
			ACCOUNT TOTAL			99.94		
10550151 469320			Miscellaneous Supplies					
010475 GREENSTATE CREDIT U	108237792	0	2023	6	INV P	358.22	123022	281003 J Paulios MasterCar
			ACCOUNT TOTAL			358.22		
			ORG 10550151 TOTAL			458.16		
10550152			Lib Public Services - Children					
10550152 469320			Miscellaneous Supplies					
010475 GREENSTATE CREDIT U	108237446IDSRP	0	2023	6	INV P	725.76	123022	281004 APilkingtonMasterCa
			ACCOUNT TOTAL			725.76		
10550152 469360			Food and Beverages					
010475 GREENSTATE CREDIT U	108237446IDSRP	0	2023	6	INV P	190.18	123022	281004 APilkington1/8/23CA
010475 GREENSTATE CREDIT U	108239103IDZIONS RP	0	2023	6	INV P	65.15	123022	281002 JMiller MasterCard
						255.33		
			ACCOUNT TOTAL			255.33		
			ORG 10550152 TOTAL			981.09		
10550159			Lib Public Svcs-Comm Access					
10550159 435059			Advertising					
011328 LITTLE VILLAGE MAGAZ	10969	0	2023	6	INV P	483.00	122322	280664 CAS/Advertisement
			ACCOUNT TOTAL			483.00		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550159 469320 010475 GREENSTATE CREDIT U	108237149	0	Miscellaneous Supplies 2023 6 INV P	77.47 123022	280999	S Helmick MasterCar
			ACCOUNT TOTAL	77.47		
10550159 469360 012478 AVACENTRE	12522IC	0	Food and Beverages 2023 6 INV P	473.00 122322	280573	CAS/Legislative Rec
			ACCOUNT TOTAL	473.00		
			ORG 10550159 TOTAL	1,033.47		
10550160 10550160 445270			Library Collection Services Library Material R&M Services			
010509 BAKER & TAYLOR INC C	200055112022V	0	2023 6 INV P	1,334.01 122322	280575	LIBRARY MATERIALS
			ACCOUNT TOTAL	1,334.01		
10550160 469110 010546 MIDWEST TAPE	503036972	0	Misc Processing Supplies 2023 6 INV P	147.23 121622	280452	LIBRARY MATERIALS
			ACCOUNT TOTAL	147.23		
			ORG 10550160 TOTAL	1,481.24		
10550210 10550210 477020			Library Children's Materials Books (Cat/Cir)			
010475 GREENSTATE CREDIT U	108230292	0	2023 6 INV P	164.99 123022	281000	A Mangano MasterCar
010509 BAKER & TAYLOR INC C	2036980345	0	2023 6 INV P	323.29 122322	280575	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037016990	0	2023 6 INV P	304.00 122322	280575	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037068085	0	2023 6 INV P	559.31 122322	280575	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037122831	0	2023 6 INV P	481.31 120922	280270	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037133059	0	2023 6 INV P	124.23 120922	280270	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037133255	0	2023 6 INV P	646.23 120922	280270	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037133332	0	2023 6 INV P	113.34 120922	280270	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037135855	0	2023 6 INV P	64.36 120922	280270	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037147875	0	2023 6 INV P	204.81 120922	280270	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037148707	0	2023 6 INV P	284.64 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037157189	0	2023 6 INV P	18.77 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037162435	0	2023 6 INV P	55.24 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037163759	0	2023 6 INV P	44.59 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037163811	0	2023 6 INV P	15.96 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037172989	0	2023 6 INV P	143.44 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037174326	0	2023 6 INV P	176.21 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037180930	0	2023 6 INV P	720.80 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037192691	0	2023 6 INV P	483.01 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037195545	0	2023 6 INV P	128.73 123022	280974	LIBRARY MATERIALS
				4,892.27		
010514 AMAZON	66528111022	0	2023 6 INV P	53.24 120922	280266	LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010531 GALE GROUP	79688952	0	2023	6	INV P	34.48	123022	280995 LIBRARY MATERIALS
010531 GALE GROUP	79777320	0	2023	6	INV P	58.37	123022	280995 LIBRARY MATERIALS
						92.85		
010536 INGRAM LIBRARY SERVI	72739373	0	2023	6	INV P	5.78	122322	280636 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	72747693	0	2023	6	INV P	66.85	122322	280636 LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	72913121	0	2023	6	INV P	25.47	122322	280636 LIBRARY MATERIALS
						98.10		
ACCOUNT TOTAL						5,301.45		
10550210 477070			eBooks					
011068 OVERDRIVE INC	01370CO22419368	0	2023	6	INV P	99.44	120922	280337 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO22434628	0	2023	6	INV P	138.58	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO22448063	0	2023	6	INV P	101.91	123022	281035 LIBRARY MATERIALS
						339.93		
ACCOUNT TOTAL						339.93		
10550210 477120			Audio (Read-Along)					
015457 LIBRARY IDEAS LLC	94411	0	2023	6	INV P	2,534.52	122322	280663 LIBRARY MATERIALS
015458 FINDAWAY WORLD LLC	411106	0	2023	6	INV P	4,983.11	121622	280412 LIBRARY MATERIALS
015458 FINDAWAY WORLD LLC	411426	0	2023	6	INV P	160.97	121622	280412 LIBRARY MATERIALS
015458 FINDAWAY WORLD LLC	412191	0	2023	6	INV P	54.99	120922	280289 LIBRARY MATERIALS
015458 FINDAWAY WORLD LLC	413250	0	2023	6	INV P	64.99	121622	280412 LIBRARY MATERIALS
						5,264.06		
ACCOUNT TOTAL						7,798.58		
10550210 477160			Video (DVD)					
010546 MIDWEST TAPE	503001241	0	2023	6	INV P	33.72	120922	280329 LIBRARY MATERIALS
010546 MIDWEST TAPE	503064039	0	2023	6	INV P	69.72	122322	280676 LIBRARY MATERIALS
010546 MIDWEST TAPE	503096566	0	2023	6	INV P	5.24	123022	281029 LIBRARY MATERIALS
						108.68		
ACCOUNT TOTAL						108.68		
10550210 477200			Toys/Kits					
010514 AMAZON	66528111022	0	2023	6	INV P	226.11	120922	280266 LIBRARY MATERIALS
ACCOUNT TOTAL						226.11		
10550210 477250			Streaming Media/PPU					
011068 OVERDRIVE INC	01370CP22431766	0	2023	6	INV P	82.15	121622	280481 LIBRARY MATERIALS

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ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
015034	KANOPY INC	325821	0	2023	6	INV P	125.00	121622	280438	LIBRARY MATERIALS	
ACCOUNT TOTAL							207.15				
ORG 10550210 TOTAL							13,981.90				
10550220	Library Adult Materials										
10550220	477020	Books (Cat/Cir)									
010509	BAKER & TAYLOR INC	C 2036980345	0	2023	6	INV P	1,031.63	122322	280575	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037016990	0	2023	6	INV P	3,059.37	122322	280575	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037068085	0	2023	6	INV P	1,555.97	122322	280575	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037092486	0	2023	6	INV P	417.84	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037092697	0	2023	6	INV P	186.79	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037116477	0	2023	6	INV P	170.13	120922	280269	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037122621	0	2023	6	INV P	220.00	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037122948	0	2023	6	INV P	279.25	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037130411	0	2023	6	INV P	236.17	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037133252	0	2023	6	INV P	93.61	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037133302	0	2023	6	INV P	116.28	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037139689	0	2023	6	INV P	293.00	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037145678	0	2023	6	INV P	58.97	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037145771	0	2023	6	INV P	372.90	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037147875	0	2023	6	INV P	432.68	120922	280270	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037149028	0	2023	6	INV P	315.32	123022	280973	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037154588	0	2023	6	INV P	297.18	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037157189	0	2023	6	INV P	1,103.54	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037157918	0	2023	6	INV P	144.89	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037158361	0	2023	6	INV P	92.26	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037161064	0	2023	6	INV P	198.69	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037161371	0	2023	6	INV P	276.19	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037162435	0	2023	6	INV P	169.47	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037166378	0	2023	6	INV P	351.18	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037171567	0	2023	6	INV P	263.12	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037172989	0	2023	6	INV P	585.61	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037174326	0	2023	6	INV P	364.47	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037180930	0	2023	6	INV P	1,565.37	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037192691	0	2023	6	INV P	1,621.68	123022	280974	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC	C 2037195545	0	2023	6	INV P	223.49	123022	280974	LIBRARY MATERIALS	
							16,097.05				
010520	CENTER POINT PUBLISH	1967040	0	2023	6	INV P	142.02	120922	280279	LIBRARY MATERIALS	
010531	GALE GROUP	79632630	0	2023	6	INV P	31.19	120922	280294	LIBRARY MATERIALS	
010531	GALE GROUP	79664288	0	2023	6	INV P	60.78	120922	280294	LIBRARY MATERIALS	
010531	GALE GROUP	79669666	0	2023	6	INV P	27.99	120922	280294	LIBRARY MATERIALS	
010531	GALE GROUP	79777320	0	2023	6	INV P	248.68	123022	280995	LIBRARY MATERIALS	
							368.64				
010536	INGRAM LIBRARY SERVI	72739373	0	2023	6	INV P	183.21	122322	280636	LIBRARY MATERIALS	
010536	INGRAM LIBRARY SERVI	72747693	0	2023	6	INV P	104.64	122322	280636	LIBRARY MATERIALS	

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010536 INGRAM LIBRARY SERVI	72913121	0	2023	6	INV P	30.41 122322	280636	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	73071982	0	2023	6	INV P	27.55 123022	281010	LIBRARY MATERIALS
						345.81		
014503 GREENHAVEN PUBLISHIN	GRL504945I	0	2023	6	INV P	224.10 123022	280998	LIBRARY MATERIALS
ACCOUNT TOTAL						17,177.62		
10550220 477070					eBooks			
011068 OVERDRIVE INC	01370C022418189	0	2023	6	INV P	137.50 120922	280337	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022419365	0	2023	6	INV P	1,317.88 120922	280337	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022421093	0	2023	6	INV P	879.03 120922	280337	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022421100	0	2023	6	INV P	36.47 120922	280337	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022422284	0	2023	6	INV P	280.48 120922	280337	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022425733	0	2023	6	INV P	393.02 121622	280481	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022427872	0	2023	6	INV P	722.10 121622	280481	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022434630	0	2023	6	INV P	1,539.47 121622	280481	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022437391	0	2023	6	INV P	904.50 121622	280481	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022441748	0	2023	6	INV P	353.11 122322	280705	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022441872	0	2023	6	INV P	937.49 122322	280705	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022445233	0	2023	6	INV P	739.36 122322	280705	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022446464	0	2023	6	INV P	124.33 122322	280705	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022448064	0	2023	6	INV P	612.47 123022	281035	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022448199	0	2023	6	INV P	1,505.68 123022	281035	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022451792	0	2023	6	INV P	487.49 123022	281035	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22422784	0	2023	6	INV P	422.00 120922	280337	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22428697	0	2023	6	INV P	425.61 121622	280481	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22439432	0	2023	6	INV P	600.60 121622	280481	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22439433	0	2023	6	INV P	60.00 121622	280481	LIBRARY MATERIALS
						12,478.59		
ACCOUNT TOTAL						12,478.59		
10550220 477100					Audio (Compact Disc)			
010509 BAKER & TAYLOR INC C	H63092470	0	2023	6	INV P	11.88 121622	280384	LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	2075207	0	2023	6	INV P	59.99 120922	36849	LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	2075717	0	2023	6	INV P	40.00 121622	36894	LIBRARY MATERIALS
						99.99		
010546 MIDWEST TAPE	502991634	0	2023	6	INV P	24.28 121622	280453	LIBRARY MATERIALS
010546 MIDWEST TAPE	503025266	0	2023	6	INV P	13.49 121622	280452	LIBRARY MATERIALS
010546 MIDWEST TAPE	503025268	0	2023	6	INV P	89.98 121622	280453	LIBRARY MATERIALS
010546 MIDWEST TAPE	503107374	0	2023	6	INV P	138.58 123022	281029	LIBRARY MATERIALS
						266.33		
ACCOUNT TOTAL						378.20		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550220 477110			Audio (Digital)					
011068 OVERDRIVE INC	01370C022418175	0	2023	6	INV P	285.00	120922	280337 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022419365	0	2023	6	INV P	532.49	120922	280337 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022421092	0	2023	6	INV P	336.06	120922	280337 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022421100	0	2023	6	INV P	178.86	120922	280337 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022422305	0	2023	6	INV P	182.73	120922	280337 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022424269	0	2023	6	INV P	35.25	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022425737	0	2023	6	INV P	402.50	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022427445	0	2023	6	INV P	308.04	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022427875	0	2023	6	INV P	771.17	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022434630	0	2023	6	INV P	433.73	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022437393	0	2023	6	INV P	721.84	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022441748	0	2023	6	INV P	76.00	122322	280705 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022441875	0	2023	6	INV P	941.90	122322	280705 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022445234	0	2023	6	INV P	832.13	122322	280705 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022446464	0	2023	6	INV P	233.98	122322	280705 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022448064	0	2023	6	INV P	484.98	123022	281035 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022448201	0	2023	6	INV P	312.43	123022	281035 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370C022451789	0	2023	6	INV P	408.38	123022	281035 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22422784	0	2023	6	INV P	433.68	120922	280337 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22428697	0	2023	6	INV P	602.93	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22439432	0	2023	6	INV P	574.36	121622	280481 LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA22450820	0	2023	6	INV P	65.00	123022	281035 LIBRARY MATERIALS
						9,153.44		
ACCOUNT TOTAL						9,153.44		
10550220 477160			Video (DVD)					
010509 BAKER & TAYLOR INC C	H62927960	0	2023	6	INV P	107.34	120922	280271 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	H63055930	0	2023	6	INV P	188.84	120922	280271 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	H63133750	0	2023	6	INV P	108.44	122322	280576 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	H69284200	0	2023	6	INV P	47.57	120922	280271 LIBRARY MATERIALS
						452.19		
010546 MIDWEST TAPE	502968922	0	2023	6	INV P	86.20	120922	280329 LIBRARY MATERIALS
010546 MIDWEST TAPE	503001241	0	2023	6	INV P	115.44	120922	280329 LIBRARY MATERIALS
010546 MIDWEST TAPE	503001242	0	2023	6	INV P	23.99	120922	280329 LIBRARY MATERIALS
010546 MIDWEST TAPE	503035914	0	2023	6	INV P	23.48	121622	280453 LIBRARY MATERIALS
010546 MIDWEST TAPE	503035916	0	2023	6	INV P	37.48	121622	280453 LIBRARY MATERIALS
010546 MIDWEST TAPE	503064037	0	2023	6	INV P	104.21	122322	280676 LIBRARY MATERIALS
010546 MIDWEST TAPE	503064039	0	2023	6	INV P	373.32	122322	280676 LIBRARY MATERIALS
010546 MIDWEST TAPE	503096566	0	2023	6	INV P	140.17	123022	281029 LIBRARY MATERIALS
010546 MIDWEST TAPE	503096567	0	2023	6	INV P	29.99	123022	281029 LIBRARY MATERIALS
						934.28		
ACCOUNT TOTAL						1,386.47		
10550220 477220			Video Games					
010536 INGRAM LIBRARY SERVI	72739373	0	2023	6	INV P	220.07	122322	280636 LIBRARY MATERIALS

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010536 INGRAM LIBRARY SERVI	73071982	0	2023 6	INV	P	734.31 123022	281010	LIBRARY MATERIALS
						954.38		
						ACCOUNT TOTAL		954.38
10550220 477250						Streaming Media/PPU		
010546 MIDWEST TAPE	503040605	0	2023 6	INV	P	4,407.08 121622	280453	LIBRARY MATERIALS
015034 KANOPY INC	325821	0	2023 6	INV	P	2,640.00 121622	280438	LIBRARY MATERIALS
						ACCOUNT TOTAL		7,047.08
10550220 477330						Serial (Print)		
010169 GAZETTE COMMUNICATIO	437299122722	0	2023 6	INV	P	894.40 123022	280996	ACCOUNT 437299/GAZE
						ACCOUNT TOTAL		894.40
10550220 477350						Online Reference		
010524 EBSCO	1000193545-1	0	2023 6	INV	P	7,294.00 121622	36903	LIBRARY MATERIALS
010550 PROQUEST INFORMATION	70764789	0	2023 6	INV	P	4,208.59 121622	36917	LIBRARY MATERIALS
						ACCOUNT TOTAL		11,502.59
						ORG 10550220 TOTAL		60,972.77
FUND 1000 General						TOTAL:		94,026.46

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550320			Library Board Enterprise					
10550320 452010			Office Supplies					
010216 RICOH USA INC	5066234346	0	2023	6	INV P	33.42	123022	37453 LBE/Additional Imag
010216 RICOH USA INC	5066234425	0	2023	6	INV P	29.38	123022	37453 LBE/Additional Imag
						62.80		
			ACCOUNT TOTAL			62.80		
			ORG 10550320 TOTAL			62.80		
10550330			Damages & Losses					
10550330 435055			Mail & Delivery					
010475 GREENSTATE CREDIT U	108237149	0	2023	6	INV P	12.55	123022	280999 S Helmick MasterCar
			ACCOUNT TOTAL			12.55		
			ORG 10550330 TOTAL			12.55		
10550420			Library Designated Gifts					
10550420 445140 047			Outside Printing					
010475 GREENSTATE CREDIT U	108237446IDSRP	0	2023	6	INV P	656.72	123022	281004 APilkington1/8/23CA
			ACCOUNT TOTAL			656.72		
10550420 469320 047			Miscellaneous Supplies					
010475 GREENSTATE CREDIT U	108239103IDZIONSRP	0	2023	6	INV P	79.92	123022	281002 J Miller MasterCard
			ACCOUNT TOTAL			79.92		
10550420 469360			Food and Beverages					
010475 GREENSTATE CREDIT U	108239103IDZIONSRP	0	2023	6	INV P	506.62	123022	281002 J Miller MasterCard
			ACCOUNT TOTAL			506.62		
			ORG 10550420 TOTAL			1,243.26		
10550430			Library Undesignated Gifts					
10550430 448010			Aid to Agencies					
011837 IOWA CITY PUBLIC LIB	121222	0	2023	6	INV P	150.00	122322	280643 UG/Carolyn Cannon \$
			ACCOUNT TOTAL			150.00		
			ORG 10550430 TOTAL			150.00		
10550520			Library Adult Materials - Gift					
10550520 477020			Books (Cat/Cir)					
010509 BAKER & TAYLOR INC C	2036980345	0	2023	6	INV P	19.95	122322	280575 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037016990	0	2023	6	INV P	120.57	122322	280575 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037147875	0	2023	6	INV P	16.53	120922	280270 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037161371	0	2023	6	INV P	10.45	123022	280974 LIBRARY MATERIALS

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C	2037180930	0	2023 6	INV	P	57.57 123022	280974	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037192691	0	2023 6	INV	P	76.36 123022	280974	LIBRARY MATERIALS
						301.43		
ACCOUNT TOTAL						301.43		
ORG 10550520 TOTAL						301.43		
FUND 1001 Library Gifts					TOTAL:	1,770.04		

CITY OF IOWA CITY



Library Disbursements: December 1 to December 31, 2022

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550800								Library Replacement Reserve
10550800 444080								Software R&M Services
016427 MICROSOFT CORPORATIO	G017675531	0	2023	6	INV P	2,057.50	122322	280674 LRR/Monthly Subscri
						ACCOUNT TOTAL		2,057.50
						ORG 10550800 TOTAL		2,057.50
FUND 1006 Library Replacement Reserves						TOTAL:		2,057.50

Carol Kirsch, President

DJ Johnk, Secretary