

Iowa City Public Library Board of Trustees Meeting Agenda

June 22, 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 June 22, 2023 Board Meeting Agenda.

3. Public Discussion.

4. Items to be Discussed.

A. Policy Review: 705 Naming and Recognition.

Comment: This is a regularly scheduled agenda item. Board action required.

B. NOBU Budget Request.

Comment: This is a regularly scheduled agenda item. Board action required.

C. Review draft of FY24 Strategic Plan.

Comment: This is a regularly scheduled agenda item. Board action required.

5. Staff Reports.

A. Director's Report.

B. Departmental Reports: Children's, Collection Services, IT.

C. Development Report.

D. Miscellaneous: News Articles.

6. President's Report.

7. Announcements from Members.

8. Committee Reports.

9. Communications.

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.

10. Consent Agenda.

- A. Approve Minutes of Library Board of Trustees May 25, 2023 Regular Meeting.
- B. Approve Disbursements May, 2023.

11. Set Agenda Order for July Meeting.

12. Adjournment.

Iowa City Public Library- Board of Trustee Meetings

Agenda Items and Order Schedule

June 22, 2023	July 27, 2023	August 24, 2023
Adopt NOBU Budget Departmental Reports: CH, CLS, IT Special Events: Summer Reading Program 6/1/23 Pride Parade 6/17/23	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
September 28, 2023	October 26, 2023	November 16, 2023
Budget Discussion Policy Review: 808 Art Advisory Committee (COL/AS) Policy Review: 810 Discussion Rooms (AS/CAS) Dept Reports: AS, CAS	Budget Discussion Review 1 st Quarter Financials & Statistics Policy Review: 804 Free Materials Distribution (CAS) Dept Reports: CH, CLS, IT Special Events: Homecoming Parade	Appoint Committee: Directors Evaluation Policy Review: 811 Theft, Defacement, Alteration (AS/IT/CAS) Dept Reports: AS, CAS
December 21, 2023	January 25, 2024	February 22, 2024
Policy Review: 704 Use of Library's Cardholder Database (CAS) Dept Reports: CH, CLS, IT Special Events: Staff Inservice Day	Six Month Strategic Plan Update Policy Review: 701 Public Relations (CAS) Review 2 nd Quarter Financials & Statistics Dept Reports: AS, CAS	Policy Review: 700 Community Relations (CAS) Policy Review: 702 Library Programs (AS,CH,IT) Dept Reports: AS, CAS

705: Naming and Recognition Policy

Proposal: Staff recommendations for edits to the Naming and Recognition Policy, **updated with information about closed meetings, as requested at the May meeting.**

City of Iowa City Naming Policy (listed as “see also” on the policy) attached.

Issues: This policy specifies the process and parameters for naming within the Iowa City Public Library in recognition of extraordinary generosity or achievement. The City of Iowa City’s Naming Policy is related in that it governs naming city owned buildings, facilities and parcels of real estate.

The committee is suggesting minimal edits.

Committee Recommendations:

705.3	Clarify reason for City Council’s role in naming the building by adding “as specified in the City Naming Policy” to the text.
705.4/705.5	Add a paragraph break to separate Naming and Recognition proposal expectations from the description of the review committee. Add “or honoree’s” to the sentence about the review process.
705.5-705.10	Renumber to reflect change in 705.4 and eliminate repeated “705.8” from previous revision.

Note on 705.5: Discussing a naming opportunity does not satisfy the requirements for a closed meeting. The current policy does allow a discussion of a naming opportunity in a non-public meeting, since a quorum would not be present in the assigned committee makeup.

Action Required: Review policy and adopt as amended.

Committee Members: Katie Roche (Development Office), Peter Fegley (Development Office), and Elsworth Carman (Administration)

705 Naming and Recognition Policy

See also City Naming Policy (Resolution 11-70 adopted 3/1/11)

- 705.1** The purpose of the naming and recognition policy is to enable the Iowa City Public Library to encourage and recognize extraordinary generosity on the part of individuals, families, businesses, nonprofit organizations, and other donors as well as to acknowledge exceptional achievement in service to the Iowa City Public Library.
- 705.2** Other than as described here recognition provided to donors or others in support of the Library is the responsibility of the Library Director. This includes naming of specific programs and services; and collection items, equipment, or furnishings purchased with gift money.
- 705.3** This policy covers naming of physical spaces and items including, but not limited to: meeting rooms, reading areas, special use areas, walkways, equipment, furniture and art. It does not cover naming the building which is reserved for the Iowa City City Council, as specified in the City Naming Policy.
- 705.4** An ad-hoc committee including the Board president, Vice-President, and Board representatives to the Iowa City Public Library Friends Foundation Board, the Library Director and the Library Development Director will make decisions regarding naming proposals. Naming proposals may be sent to the Committee by the Library Director, the Development Director, Library Board of Trustees member, or any Iowa City Public Library Friends Foundation board member.
- 705.5** Naming and Recognition pProposals must include a naming opportunity agreement containing conditions, terms and payment schedule for the contribution. A donor's or honoree's name may remain confidential during the review process. If approved by the Committee the Library Board will be informed of the donor's name, the amount of the gift, the area or item to be named, and the general category of the donor (individual, corporation, etc.).
- 705.56** The Library Director or any Library Board member may recommend naming an area for other than monetary contributions.
- 705.67** The manner of recognition will be determined by the Library Director or designee in cooperation with the Development Director.
- 705.78** Named spaces must include the function of the area, e.g., The "Children's Room," the "Meeting Room" in addition to the donor or honoree's name.
- 705.89** The naming of a physical space or item confers no property rights or interest upon the donor, individual or entity. Maintenance, restoration, repair and/or security of the named space or item will be assumed by the Library based on budget and priorities.
- 705.810** The Board of Trustees may, at any time, end the named recognition of a physical space or item. Recognition may end if an area is closed, redesigned or repurposed; or an item is replaced. The Board may terminate or alter a naming designation under unusual or extraordinary

circumstances.

Adopted: 2/27/14

Reviewed: 1/26/17

Reviewed: 5/28/20

Revised: 6/25/23

EXHIBIT K**CITY NAMING POLICY****A. Naming of Entire Building or Facility**

1. The naming of an entire building, facility or parcel of real property in recognition of an individual, organization, business or corporation, or other entity, shall first require the approval of both an ad hoc naming committee and City Council. The ad hoc naming committee shall be made up of the City Manager, the relevant City Department Head, and one member from the relevant City-affiliated foundation, if any. If the naming is in recognition of a financial donation to the City, the donation shall be in an amount no less than 50% of the total value of the entire building, facility or parcel of real property. Such financial donations shall be memorialized in writing in a standardized City Naming Agreement.
2. The decision to name a public facility after an individual on account of their historical or cultural significance or impact on the community shall be made no sooner than two years following their death. Recommendations for such a naming must come from the ad hoc naming committee, and be approved by City Council.

B. Other Property. The naming of any other City property shall require the approval of the relevant City Department Head.

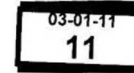
C. Recognition. The entity having ultimate authority to approve the naming (City Council or the Department Head) shall also have the authority to approve both the wording of the naming and the means by which the naming is displayed and/or published. Appropriate naming recognition for a philanthropic act may be made in the form of a plaque, engraving, or other suitable form of recognition in acknowledgement and appreciation of a specific gift.

D. Right to Rescind. The City Council reserves the right to rescind any naming or recognition given to any individual, organization, business or corporation, or other entity if at any time the individual, organization, business or corporation, or other entity is found to have neglected to uphold the standards of good citizenship, including, but not limited to, failing to make any portion of a promised financial contribution to the City.

E. No Additional Rights. The individual, organization, business or corporation, or other entity after whom the City structure/facility, property, or improvements is named shall possess no additional rights to the City structure/facility, property, or improvements bearing their name, or to any other City property.

F. Fundraising. All City Boards, Commissions, Departments, affiliated foundations, and other City entities shall take into account these policy guidelines when conducting fundraising campaigns, or making naming recommendations to the City Council or Department Head.

Mtg



Prepared by Mike Moran, Parks and Recreation Director, 220 S. Gilbert St., Iowa City, IA, (319) 356-5104

**RESOLUTION ADOPTING A CITY OF IOWA CITY NAMING POLICY FOR
BUILDINGS, FACILITIES OR PARCELS OF REAL PROPERTY**

Resolution No. 11-70

WHEREAS, the City of Iowa City wishes to establish a policy for the naming of City buildings, facilities or parcels of real property; and

WHEREAS, this policy will assist in the fundraising efforts of the many city departments, commissions and foundations by providing guidelines for the recognition of both donors and those of historical significance to the City; and

WHEREAS, a city ad-hoc committee that assisted in developing this policy recommends adopting this policy for the benefit of these activities.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF IOWA CITY, IOWA, THAT;

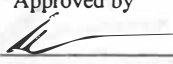
1. The City Council adopts the attached City Naming Policy.

Passed and approved this 1st day of March, 2011.



MAYOR

Attest: 
CITY CLERK

Approved by
 2/9/11

City Attorney's Office

Resolution No. 11-70
Page 2

It was moved by Champion and seconded by Dickens the Resolution be adopted, and upon roll call there were:

AYES:

X
X
X
X
X
X
X

NAYS:

ABSENT:

 Bailey
 Champion
 Dickens
 Hayek
 Mims
 Wilburn
 Wright

wpdata/glossary/resolution-ic.doc

FY24 NOBU/Direct State Aid

Prepared for the June 22, 2023
Meeting of the Library Board of Trustees
Elsworth Carman, Library Director

Each year, the Board approves expenditures for the upcoming year from Non-Operating Budget accounts (referred to as NOBU). These funds are Board controlled and carry over a balance from one year to the next, unlike the operating budget. The two largest sources of income for NOBU are undesignated gift money, including the annual unrestricted payment from the Friends Foundation, which will be \$117,500 in FY24, and undesignated passthrough gifts. These funds are complemented by state funding through Enrich Iowa, which was \$71,120 in FY23 (the FY24 payment will be received in Fall 2024, so we use the previous year total as an estimate). Additional, smaller revenue sources include interest income, earned income beyond expenses (sales accounts, lost and paid library materials, and reimbursements). These accounts are shown specifically in the year-end financial statements.

Income generally accumulates one year and is spent the next, although the requirements of some parts of state funding call for expenditure in the year received. Foundation funds may also be spent in the year received, as may funds allocated for library collections. The budget may be amended at any time.

The Library Board authorizes expenditures from NOBU funds for ongoing and one-time, project-related expenses.

Ongoing Expenses, \$160,730

Personnel, Children's Services: In **FY17** the Board agreed that if the City approved an additional full-time position to be funded through tax sources, part of the Foundation's annual gift would be used to support 16 hours a week of additional staffing in Children's Services to support bookmobile service. Gift funds are needed to keep these hours in place. This request reflects forty percent (40%) of the position's expenses (wages and benefits).

FY24 NOBU Request: \$34,715

Personnel, Development Office: Historically, a permanent, half-time position in the Development Office has been funded through Open Access state funds. This position allows the DO to lead efforts in fundraising, discarded and donated book selling, grant writing, and solicitation of support for Summer Reading program incentives.

FY24 NOBU Request: \$34,715

Iowa City Book Festival: The Library donates space, furnishings, and equipment (phones, computers, etc.) to support the non-profit Iowa City UNESCO City of Literature. Iowa City UNESCO City of Literature also receives funding from the City of Iowa City and other sources. The Library also traditionally supports the Iowa City Book Festival, an event that includes many programs that align with our mission but that we could not fund on our own.

FY24 NOBU Request: \$2,500

Collection Support: Non-operating funds are used to support collection needs that cannot be met through the City's operating budget allocation.

FY24 NOBU Budget: \$52,500

Third Issue of the Window: Gift funds have been used to support a third edition of the library's newsletter since FY16. The newsletter is a valuable and effective tool to keep people informed about what is going on at the Library. The third Window is typically distributed in December, and serves as the Foundation's annual report and appeal.

FY24 NOBU Budget: \$16,300

Library Programming: One of the hallmarks of ICPL's service is offering relevant, high-interest programming and events, often designed to complement initiatives from the library's strategic plan, City Council work, or projects from City of Iowa City administration. This funding will ensure ICPL staff remain empowered to build enriching experiences for all ages and supplements the resources allocated for programming in the operating budget.

FY24 NOBU Budget: \$20,000

Project-Related/Strategic Initiatives Expenses, \$27,890

Board Recognition Event: The biennial Board recognition event has been postponed since 2019 due to COVID-19. This event acknowledges the contributions of library trustees that have completed their board terms. Due to the four-year span between events, we have six outgoing trustees to recognize this year.

FY24 NOBU Budget: \$1,500

Staff Learning: Investing in the continuing education and training for library staff is critical for long term staff engagement and work satisfaction. Staff at all levels deserve access to diverse and high-quality training, and additional funding will allow library leadership to support both all-staff and departmental learning opportunities and educational experiences for individual staff.

FY24 NOBU Budget: \$10,000

Evaluation/Assessment Tools: Returning to pre-COVID service levels has highlighted the need for evaluation and assessment of several of our traditional practices, and investing in tools to help us evaluate and assess our services will allow us to make informed decisions moving forward.

FY24 NOBU Budget \$2,000

Technology Upgrades: Maintaining flexibility in our approach to cybersecurity and general technology upgrades allows us to respond to opportunities throughout the year. In FY24, we anticipate upgrading some public-facing technology in the Children's Room and continuing to invest in cybersecurity measures.

FY24 NOBU Budget \$2,690

BTCat Cataloging Subscription: BTCat is a cataloging product from Baker and Taylor that will replace some of our functions in OCLC Connexion and OCLC WorldShare and provides one-click authority linking for subjects and authors. This tool will make cataloging easier and reduce database mistakes.

FY24 NOBU Budget: \$5,000

Staff Engagement/Wellbeing: One of the four goals in our strategic plan draft is improving staff wellbeing. In FY24, we anticipate forming a staff committee to identify ways our spaces and inward-facing services can best meet the needs of all staff. Expenses related to this work could include small-scale changes to individual and shared work spaces, staff events designed to support wellbeing, or services like wellbeing apps. An emphasis will be placed on efforts that will impact all staff.

FY24 NOBU Budget \$5,000

Maintenance Equipment: Replacing three vacuums will increase the efficiency and effectiveness of our custodial staff.

FY24 NOBU Budget: \$1,200

Translation Services: To continue to offer print and digital materials in multiple languages, resources outside the operating budget are needed. These funds will be applied to translation of high-impact materials.

FY24 NOBU Budget: \$500

Total FY24 NOBU Budget: \$188,620

Strategic Plan FY24-FY26

Prepared for the June 22, 2023
Meeting of the Library Board of Trustees
Elsworth Carman, Library Director

Context

I appreciate the constructive feedback you provided about the strategic plan draft at the April board meeting. All library staff were invited to review the draft and make comments and suggestions around the same time, and the Strategic Plan Staff Committee discussed edits and final changes to the draft; the product of this work is attached for board review.

You will notice changes to the document, but the core elements have stayed the same. Much of the feedback on the previous draft indicated that removing library jargon and modifying the overall tone of the text would make the document more accessible. This updated version reflects those changes, and will hopefully feel more coherent and easier to navigate.

Format

The full text of the plan is presented in a table format, which works well for internal uses, but can make it difficult to see the “big picture” of the three years covered by the document. To help facilitate a higher-level view of goals and objectives, a more graphic version of the plan is also included here. This type of version could be used when the core elements of the plan are more relevant than the more detailed aspects.

I have included example tactics in this document. These are intended to illustrate how the goals, objectives, and strategies connect to daily library work. Aside from plan updates to the board, tactics will function as an internal workplan and not be included in general communications and publicity outside the library. Tactics are the most fluid part of the plan and will change as the plan is implemented.

Next Steps

I look forward to your comments on this draft of the plan. If the plan is approved, we will transition from the current plan to the new plan on July 1.

After the dynamic work of the staff committee on this project, I am eager to maintain significant staff involvement in the roll out of the plan. The structure of four goals lends itself well to developing a subcommittee for each goal, which would allow members of the current Strategic Plan Staff Committee to continue their work and also welcome staff members with a more specific interest in a particular goal to get involved.

If changes are requested, the Strategic Plan Staff Committee and library leadership will revisit the document and include an updated version in the July packet.

DRAFT Iowa City Public Library Strategic Plan (FY24-FY26)

6.14.2023

Please note: Example tactics are included to illustrate how goals, objectives, and strategies connect to day-to-day work. Since tactics are essentially a work plan, they are typically excluded from public-facing communications, and include more library jargon and references to library practices than goals, objectives, or strategies. There are many tactics not included here, and more will be developed throughout the life of the plan.

Goal: Access		
<i>We provide equitable opportunities for all people to connect with the resources and services they need and want.</i>		
Objectives	Strategies	Example Tactics
Connect people with resources offered by the library and with other essential services within the community	Prioritize historically underserved people, communities, and neighborhoods when developing new services	<i>Assess the feasibility of book returns and book vending machines in neighborhoods with limited transit options</i>
	Collaborate with local organizations to invite more people to the library and bring library services to their locations	<i>Offer a walking tour of local collections open to the public and a guide that provides information on accessing these resources</i>
	Promote City offerings and incorporate the City's strategic initiatives in library service design	<i>Create New Resident Welcome Kits for newcomers to Iowa City including suggestions of things to do in the community and information on City services</i>
Ensure that diversity, equity, and inclusion are central to all library services	Continue to identify and reduce barriers to program participation	<i>Evaluate community interest in Sensory Accessible browsing times</i>
		<i>Establish active list of local ASL, French, Swahili, Arabic, etc. interpreters available to contract with the library</i>
	Maintain a collection that represents diverse experiences, opinions, and beliefs	<i>Evaluate current collections in world languages</i>

Maintain welcoming, accessible, and sustainable spaces and services	Evaluate the functionality, condition, and usability of public and staff spaces	<i>Explore costs related to establishing gender neutral restrooms</i>
		<i>Complete an Americans with Disabilities Act (ADA) assessment of public and staff spaces</i>
		<i>Reduce and clarify signage in public and staff spaces</i>
		<i>Evaluate the accessibility of how materials are organized</i>
	Initiate Service Continuity Planning to ensure the library can deliver essential services during disruptions	<i>Establish a Service Continuity Planning team</i>
		<i>Develop a risk management strategy that includes a "Risk Registry" – a list of potential threats along with impact and likelihood of occurrence</i>
		<i>Develop a Disaster Recovery Plan for how the library will respond to catastrophic events (building on re-opening strategies)</i>

Goal: Communication		
<i>We effectively share information and seek feedback from our community.</i>		
Objectives	Strategies	Example Tactics
Tell the library's story in accessible and diverse ways	Create and implement an external communications plan	<i>Update Library Style Guide</i>
	Increase resources allocated to communications	<i>Complete a time-on-task study to better understand the workflow in Communications</i>
	Plan regular updates about library services for local elected officials	<i>Schedule quarterly County Supervisor updates</i>
		<i>Submit library-related proclamations to City Council (National Library Week, etc.)</i>
Engage both library users and non-users in conversation about what they need and want from the library	Provide opportunities for feedback outside of traditional library spaces	<i>Offer "listening posts" at locations throughout the community focused on current and future library services</i>
	Increase channels for library patron feedback in the library	<i>Add specific requests for feedback in the library, like QR codes that link to an online suggestion form and comment cards in study rooms</i>
		<i>Communicate how patron feedback influences library services</i>
Connect library staff with the information they need	Create and implement an internal communications plan	<i>Establish expectations for sharing departmental updates</i>
		<i>Establish a library-wide community agreement</i>
	Design a training program around current and emerging communication tools	<i>Work with the Communications Committee to identify training opportunities related to communication expectations</i>

Goal: Education		
<i>We champion lifelong learning.</i>		
Objectives	Strategies	Example Tactics
Provide services that meet current and emerging community needs	Balance core technology access and education with training on new technologies and tools	<i>Update collaboration and presentation technology in Meeting Room E</i>
	Seek public input on current programming	<i>Create a tool for the public to suggest a public program or collaboration with the library</i>
	Highlight programs and practices that help the environment and support sustainability	<i>Investigate environmental sustainability programs and certifications for public libraries</i>
		<i>Identify partnerships that focus on sustainable transportation and reducing the library's carbon footprint</i>
Create opportunities for the community to learn about issues affecting the library	Create meaningful, accessible connections between library services and the library's values	<i>Emphasize intellectual freedom, eBook and online audiobook limitations, and library funding in communications</i>
	Identify opportunities for people to advocate for the library	<i>Include information about Library Board, City Council and Johnson County Board of Supervisors meetings on event calendars, with links to detailed steps for making public comments</i>

Goal: Staff Wellbeing		
<i>We recognize that staff are our greatest resource, and celebrate that each employee has distinct skills, needs, and aspirations.</i>		
Objectives	Strategies	Example Tactics
Ensure policies, workflows, and staff spaces are up-to-date, inclusive, sustainable, and make the most of our team's skills and abilities	Support a culture of balance to prevent staff burnout	<i>Create a staff Automation Committee to investigate opportunities for automation of library processes</i>
		<i>Evaluate hours on desk</i>
		<i>Document and celebrate the end of initiatives and projects</i>
		<i>Include specific, explicit language about consequences for harassing staff in appropriate policies</i>
	Continue to explore how social work professionals could impact library services and culture	<i>Engage regional libraries in conversation about their experiences with embedded social workers</i>
		<i>Establish a data-collection tool for social service-related questions at library service points</i>
	Evaluate current library organizational structure	<i>Assess public service desk staffing model</i>
	Enhance support for staff to use sustainable transportation for work-related travel	<i>Work with City of Iowa City transit and the Climate Action and Outreach department to identify sustainable in-town travel options</i>
		<i>Explore indoor bicycle parking for staff</i>
Support staff growth by investing in professional development and ongoing education opportunities	Offer a variety of skill-building opportunities for staff, both internally and externally	<i>Implement an internal training framework for peer-led, informal skill sharing</i>

	Develop mentorship and customized learning paths for staff interested in specific areas of knowledge, such as library finance management, programming, project management, and more	<i>Create internal “job shadowing” opportunities for staff to learn about management and leadership positions in the library</i>
	Design and implement training on library values, first amendment rights, and patron privacy for staff, trustees, and Friends Foundation board members	<i>Offer training on effective responses to citizen “audits”</i>

IOWA CITY PUBLIC LIBRARY STRATEGIC PLAN (FY24-FY26)

Goal: Access

We provide equitable opportunities for all people to connect with the resources they need and want.

Maintain welcoming, accessible, and sustainable spaces and services

Ensure that diversity, equity, and inclusion are central to all library services

Connect people with resources offered by the library and with other essential services within the community

Goal: Communication

We effectively share information and seek feedback from our community.

Tell the library's story in accessible and diverse ways

Connect library staff with the information they need

Engage both library users and non-users in conversation about what they need and want from the library

Goal: Education

We champion lifelong learning.

Create opportunities for the community to learn about the issues affecting the library

Provide services that meet current and emerging community needs

Goal: Staff Wellbeing

We recognize that staff are our greatest resource, and celebrate that each employee has distinct skills, needs, and aspirations.

Ensure policies, workflows, and staff spaces are up-to-date, inclusive, sustainable, and make the most of our team's skills and abilities

Support staff growth by investing in professional development and ongoing education opportunities



Director's Report

Prepared for the June 22, 2023
Meeting of the Library Board of Trustees
Elsworth Carman, Library Director

Summer Reading is Here!

The 2023 Summer Reading Program started on June 1 and has been very successful so far. It's inspiring to see the amazing coordination of services—both in the library and throughout the community—that go into the summer months. Staff start working on the SRP in the fall and when implementation happens in June, it is full-speed-ahead until the first week of August. The energy and enthusiasm that staff put into this program is incredible, and despite serving hundreds of people a day (sometimes 400+ at a single program), they still find time to make personal connections with our patrons. I encourage you all to explore the SPR Program Guide, come to an event, or browse the staff recommendations on the library's website to see the level of work that goes into the program, and if you haven't signed up for the SRP yet, please consider doing so!

Book Bike Update

In my April report for the board, I outlined a new partnership with the Climate Action & Outreach department focused on a shared book bike. That project is progressing well; a scope document has been created and the bike has been ordered. Dakota Roberts, ICPL's Graphic Designer, is currently working on graphics for the bike that incorporate both the ICPL and Climate Action & Outreach logos. It will be fun to roll this new initiative out for late summer activities in Iowa City.

ALA Conference

The American Library Association Annual Conference will be held June 22-June 27, in Chicago. Anne Mangano, Sam Helmick, Katie Roche, Jason Paulios, Melody Dvorak, Alyssa Hanson, and I will be attending. Melody and Alyssa are presenting a session titled "Accessible Digital Libraries: Navigating Audiobook Apps with Low-Vision Patrons" at the conference; Melody is featured in a PLA Member Spotlight about the ALA Annual Conference, which highlights her role at ICPL and this conference session (attached).

Accessible Digital Libraries: Navigating Audiobook Apps with Low-Vision Patrons

 Monday, June 26, 2023  9:00 AM – 10:00 AM CT  Location: McCormick Place, W187b

Presenter(s)



Melody Dworak

Librarian
Iowa City Public Library



Alyssa Hanson (she/her/hers)

Web Specialist
Iowa City Public Library

Who gets to use a library's digital collections? For the U.S., where 89.4% of residents have an Internet connection at home, you'd think the majority of communities would have easy access. However, this statistic overlooks a demographic that doesn't always show up in day-to-day library work: patrons with low to no vision. How can a patron who cannot see find and listen to an audiobook? What assistive technology exists to break down the barrier between library collections and our patrons with visual impairment or blindness? This session covers the why, what, and how library staff can assist these patrons in borrowing and listening to their audiobook collection, demonstrated using the Libby App.

Big Thanks/Board Transitions

The Board terms for Carol Kirsch and Robin Paetzold end this month, and I would like to recognize the significant contributions both Carol and Robin have made to the Library and the community as trustees. Leading ICPL through building projects (including the Digital Media Lab and the Koza Family Teen Center), acquiring the Bookmobile, multiple strategic plans, privacy policy development, a director transition, a global pandemic, and a derecho, Carol and Robin helped keep the library relevant and vibrant. Thank you for your leadership, compassion, and dedication.

At the June 6, 2023, City Council meeting, Claire Matthews and Lucy Green were appointed to the library board. Claire will remain on the board for a full term, which will allow her to build on her work as a trustee since December of 2021. Lucy will join the board as a new trustee for a regular six-year term.

Jen Miller and I are working with board president Tom Rocklin to plan a recognition event for past trustees and will share more information soon.

PUBLIC LIBRARIES ONLINE

PLA Member Spotlights: ALA Annual Conference 2023



ALAANNUAL
CONFERENCE & EXHIBITION

CHICAGO
JUNE 22–27, 2023

ALA American Library Association • ALAANNUAL.ORG • #ALAAC23

by Eliana Kleiman on June 14, 2023

PLA will host over 20 programs and preconferences during the ALA Annual Conference, June 22–27, 2023, in Chicago. We couldn't be more excited to hear from PLA members and public library professionals on topics ranging from outcome data and library impact, to mental health resources, to digital literacy, and many more. Read below about three PLA members from across the country who will be coming to Chicago as presenters at #ALAAC23 programs next weekend!

Cathy Crosthwaite, Deputy Director, Sacramento Public Library



Cathy Crosthwaite is the Deputy Director for the Sacramento Public Library, a 28-Branch system. During her ten years in public libraries, she has focused on volunteer coordination, partnership building, project planning, and the expansion and training of outreach efforts for all public service staff. She initiated the effort to bring all-electric vehicles to Sacramento's Mobile Services team and is always looking for more ways to bring library services to more Sacramento area communities.

"In our program, '**Understanding Community by the Numbers**,' my colleague Kelly Clark and I will share our methods of using GIS mapping and demographic data to plan targeted outreach efforts. The program will start with SPL's outreach evolution and then show how we utilize community statistics to help each branch best reach and serve its past, current, and future patrons. I came to

libraries after years of working in the private industry and like many of our patrons, rediscovered the public library. I am passionate about helping people better understand the value of this incredible community asset that so many of us take for granted.”

Melody Dworak, Librarian, Iowa City Public Library



Melody Dworak is a librarian at the Iowa City Public Library. In her role as digital selector, Melody is eager to chat with other Annual attendees about e-book and audiobook licensing, as well as maximizing return on investment for these expensive collections. She’s also interested in talking to librarians about using data analysis for collection management.

Melody’s “Accessible Digital Libraries: Navigating Audiobook Apps with Low-Vision Patrons” talk, co-presented with web developer Alyssa Hanson, asks who libraries will leave behind if they sunset compact disc collections. They argue that librarians need to look for assistive technology solutions in their back pocket, providing for a more equitable audiobook experience for low-vision patrons.

Laci Sheldon, Youth Services Director, McIntosh Memorial Library, Wisconsin



Laci Sheldon is the Youth Services Director at McIntosh Memorial Library in Viroqua, Wisconsin. McIntosh has been named “Library of the Year 2022” by the Wisconsin Library Association.

“I am beyond honored to advocate for my small and rural library at ALA’s Annual Conference and Exhibition! Along with colleague, Trina Erickson, I will deliver insights and inspirations in our program about how-to develop transformation within communities of any size. I feel incredibly fortunate to have spearheaded several initiatives in my own community that have received state-wide recognition. I have discovered how unique opportunities exist for small, rural libraries to be prominent agents of change given earnest and sincere networking with traditional, and sometimes nontraditional, organizations. Come to **‘Transforming Communities: A Rural Library’s Story’** to freshen your perspectives on what small libraries have to offer! Because, after all, transformation never ends!”

Children's Services Department Report

Prepared for the June 22, 2023
Meeting of the Library Board of Trustees
Angie Pilkington, Children's Coordinator

Summer Reading 2023



We had a great start to our Summer with our annual ABC Day (Arts, Books, & Children) Summer Reading Kickoff in partnership with Summer of the Arts during the 40th Annual Iowa City Arts Festival. We had well over 800 attendees stop by the Family Stage, to listen to live music, watch dance and loads of other fun. Attendees also visited the Bookmobile, planted our gardens, or stopped at one of our 8 booths including: Paint the town, bubbles by Absolute Science, West Music, the 100 Grannies, Iowa City Robotics, ArtFactory, IC Parks and Recreation, and the Iowa Children's Museum.

This day was generously funded by ACT and the Friends Foundation! The Day was a fest for kids and kids-at-heart!

Summer by the Numbers

Our Summer Reading challenge sign up and program attendance is off to a great start! I will have an updated number of participants at the Board Meeting, but at press time, we have 919 children signed up and nearly 100 completions. Only 166 participants have registered outside of the building; meaning they either used our Summer Reading Software, Beanstack from their home computer or through the mobile app. This means our staff have had many interactions with patrons of all ages coming to the Bookmobile or to one of our desks to get signed up.

Age Category Participation Totals

Showing all results from June 1, 2023 to June 14, 2023

Age Category	Total Readers	Total Challenge Enrollments	Total Completions
Ages 0-5.5	104	343	41
Ages 6-12.5	95	570	29
Ages 13-18.5	26	138	2
Ages 19-100.5	138	428	36

Partnerships & Programs

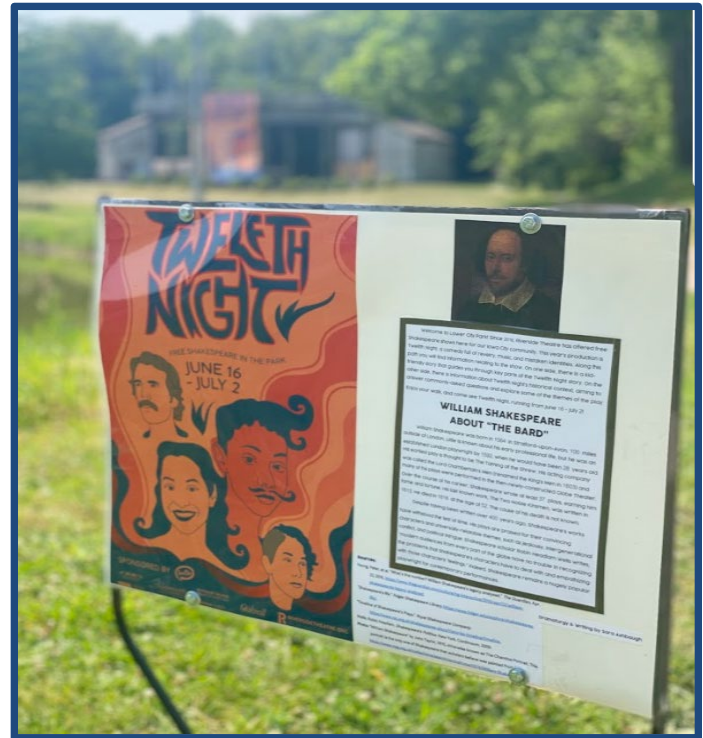
I am excited to announce that our second Bookwalk is up at Lower City Park (City Park Road, Iowa City)!

In partnership with Riverside Theater and Iowa City Parks & Recreation, our newest Bookwalk is in honor of Riverside Theatre's Shakespeare In The Park Series. Each year Riverside Theater brings Shakespeare to life on the Festival Stage in Lower City Park. This year they are doing the play, Twelfth Night, from June 16-July 2. Be sure to check the play and the Bookwalk out!

At our second week of Stories in the Park, The Iowa City Police Department treated storytime goes to snow cones! Sgt. Bailey (ICPD) and Shannon from the Sno-Cone truck were a hit at Willowcreek Park. Lots of smiles, hi-fives, visits to get books on the Bookmoible, and fun were had by the nearly 200 attendees- one of our biggest Stories in the Park crowds ever!

Our program numbers for the first week and a half are looking good. We didn't start in house programming as early this year since ICCSD was in school until June 6. Typically, on Thursdays we offer two large scale programs, one in the morning and one in the afternoon. Due to an increase in performer fees, we have replaced the afternoon show with a storytime. I do expect with this change our programming numbers will be lower than previous years.

Current program totals sit at 2006 for 18 programs. Plus, an additional 5 Stories in the Park Storytimes on the Bookmobile with 400 in attendance.



Here are some of our favorites so far this year!



Collection Services Department Report

Prepared for the June 22, 2023
Meeting of the Library Board of Trustees
Anne Mangano, Collection Services Coordinator

The Plan to Phase Out Audiobooks on Disc Collections

For several strategic plan cycles, we've included objectives to address the demise of compact disc collections. For the last decade, the timing didn't seem quite right. The collections checked out, albeit minimally, and we wanted to prioritize continued accessibility to physical formats. However, post-pandemic, use is dramatically down and items in the collections are aging beyond repair.

Up to this point, we've dramatically cut back the number of compact disc audiobooks we've purchased. For almost a decade, our primary focus of audiobook purchasing was digital, while compact disc audiobooks were supplementary. For the past two fiscal years, a compact disc version was only purchased if a patron requested the title. This last quarter, we stopped purchasing them altogether.

Why are we moving away from compact disc audiobooks now?

1. We offer a popular alternative format.

More Americans are listening to audiobooks than ever before. *Publishers Weekly* recently reported that the audiobook market had nine consecutive years of double-digit growth with sales growing 157% between 2015 and 2020.¹ Iowa City Public Library patrons are flocking to audiobooks in droves too. In FY22, 105,801 audiobooks checked out through Libby/OverDrive and another 2,966 through hoopla. This interest in audiobooks solely belongs to the digital collections, which are up 700% in use from 2012.

2. Patron demand has plummeted.

While digital audiobooks are booming, the writing is on the wall for compact disc versions. While we saw a 700% increase in use for digital audiobooks in the last ten years, compact discs saw an 82% decline. Last year, only 8,895 books on CD were checked out. Ten years ago, this collection saw over 50,000 circulations. Last fiscal year, 80 percent of audiobooks in the CD collection circulated less than 3 times. The decline in patron use is the most significant factor in moving away from these collections.

3. Less titles are being published in the format

Publishers are also turning away from the format. Significant changes in the industry have decreased our ability to purchase for the collection. Long-standing industry stalwarts, like AudioGo and Recorded Books, no longer exist. Brilliance Audio is now owned by Audible. Books on Tape no longer packages compact discs for the library market, requiring libraries to repackage items for circulation, which is costly and labor-intensive. There is only one vendor to purchase from, Blackstone Audio, severely limiting the title selection available.

4. We can no longer maintain this collection.

Our current collection is also aging. Keeping compact discs on the shelf requires significant investment. Cases are regularly cracked and cost up to \$25 to replace. Discs frequently get scratched, requiring

¹ Maughan, Shannon. "Audiobooks: A Revolution in Format." *Publishers Weekly*. 19 Apr. 2022.

<https://www.publishersweekly.com/pw/by-topic/industry-news/audio-books/article/88986-audiobooks-a-revolution-in-format.html>

replacement. Publishers previously offered replacement options for specific discs or cases as part of their sales to libraries. This is no longer the case. With circulation limited to a few patrons, it is getting harder to justify the cost of maintaining the current collection.

What is the timeline?

Our plan is to start drawing down current collection offerings with a full discontinuation by the end of the 2024 calendar year. Our first step is to focus on jBooks on Disc and Young Adult Fiction Books on Disc. We will discontinue these collections at the end of July this year.



We will then do a longer drawdown of the adult collections (Fiction on Disc; Nonfiction on Disc), weeding regularly by condition and disuse. We plan to discontinue these collections by December 2024. In the meantime, we will work with patrons on moving to our digital offerings or steering them to interlibrary loan if digital is not an option.



What are desired outcomes?

- More shelving space for collections that are circulating and growing. This includes print!
- More prominent shelving for World Language collections. These collections are currently hard to find and moving them to a more accessible location will increase awareness and get them in the hands of the patrons looking for them.
- Reduction of staff time. On the Collection Services side, we'll shift our focus to maintaining digital collections. These collections are very popular but require more attention from staff. Compact disc audiobooks are also time-intensive at the check-in and checkout process for staff in Community and Access Services.
- Shift in collection funds. Moving funds away from expensive audiobooks to other collections will help fill budgetary gaps during a time of cost increases.

Chromebooks and Hotspots No Longer Available for Checkout

At the beginning of May, we found ourselves in a familiar situation. We needed to replace almost all of our circulating hotspots and Chromebook/hotspot bundles. The majority of our Chromebooks were damaged from the wear and tear of circulation, but many of the hotspots were long overdue or billed to a patron. Between the cost of the data, the frequent need to reorder the devices, and the amount of time we work on managing a collection of only twelve items, we decided it was no longer sustainable to offer the service.


While replacement costs were part of the equation, the amount of staff time to recover lost devices and maintain the collection was a significant factor. These items were rarely returned on time and often went into billed status. In addition to billing and putting a stop on a patron's account, we frequently tried to contact them through email, phone calls, and certified letters, reiterating that they are required to return the device. As part of this, we also stopped the internet service connected to the hotspot. The process was very time-consuming and happened regularly.

The purpose of this collection was to increase internet access to those with limited access. Patrons used these items for a variety of reasons from traveling to remote areas to attending a meeting to using the devices at home. Discontinuing this service will decrease access to an essential service: the internet. However, we were only offering twelve items that were regularly out of commission; we do not have the resources to provide greater access for home internet. Internet access is essential for 21st century lives. While we do our best as a library in offering these for checkout or offering internet access in the building, the digital divide is a significant, community problem that requires a larger community solution. Patrons will now have to access library internet by using a public computer or connecting to our wireless available throughout the building.

Take and Play Toys Revamp

Our circulating toy collection is very popular with our community; over 60% of the collection is checked out at any given time. The circulating toy collection is intended to provide our community access to quality toys that are entertaining, engaging, or instructive. Toys are selected for a range of ages, from babies to middle elementary grades, as well as for a variety of interests. Our collection contains over 120 items, including puzzles, stacking and building toys, figurines, and musical instruments.

This spring, Collection Services staff worked on revamping the collection, refreshing our offerings with newer materials, overhauling our labeling, and adding images to the catalog for easier patron selection.



Arctic animals magna-tiles


Magna-Tiles(Firm)


Toy/game - 2021

A set of 25 double-sided, magnetic-tiles featuring: Momma and baby polar bears, Blue whale, Seal, and Penguin figures; 4 quarter circle arcs; 8 squares, 4 elongated triangles, 4 small equilateral triangles (each colored and/or decorated with artic motifs) that can be arranged and built into a nearly unlimited variety of 2 and 3 dimensional shapes. Helps develop skills in patterns and visualization, measurement, color and light play, magnetism and basic physics, design and architecture, fine mot... [more](#)

Place a Hold

★ Save to List

 Add to Staff Picks

 Email this

Our hope is to have the entire collection updated by June 30th. A big thank you to Paul Bethke, Matt Dubberke, Natalie Holmes, Diana Morris, and Anne Wilmoth for all of their hard work.

Information Technology Department Report

Prepared for the June 22, 2023
Meeting of the Library Board of Trustees
Brent Palmer, IT Coordinator

ICPL Custom Software

There has always been a balance to strike between the fiscal savings of using open source software for our projects and the inherent cost of having to support it. Open source options also provide a level of customization that off-the-shelf options can't provide. Historically we have tended toward building our own solutions because we can tailor the technical part of the system to our particular organizational workflow. In other words, we tend to build things exactly like we want it because we have the know-how and because the tools exist to build them with.

But the growing intensity of cybersecurity threats have shifted the balance. Cybersecurity pressures make "Software as a Service" (SAAS) and "Platform as a Service" (PAAS) more attractive since the maintenance is built in and updates are immediate. The speed at which bad actors can learn about and take advantage of security flaws in software is so fast that the constant drum beat from the security industry is that you have to patch as quickly as possible. Furthermore, there have recently been high-profile instances where security flaws have been found or even intentionally inserted into the most foundational tools that are used in many software products. That being said, open source options still provide an attractive option with significant savings if you can mitigate the down-sides. Part of this evaluation is whether the project is active and being maintained and whether we can put into place the policies and procedures to identify and patch the software.

We currently maintain and support our own catalog software that is essentially built on an open-source base. Our mobile app is also built and maintained in-house using similar tools. This summer, we are updating both of these applications to the latest version of the base software and setting up a system for keeping it updated in the future.

One of our strategic plan initiatives is to evaluate options for the future of our ILS. Given the present budget situation, we will be including open source options for our ILS because of the possibility of significant savings. However, we will be evaluating the options based on the assumption that hosting and support are provided by a 3rd party vendor.

Hearing Loop Project Completion

Prepared by Bond Drager, AV Specialist

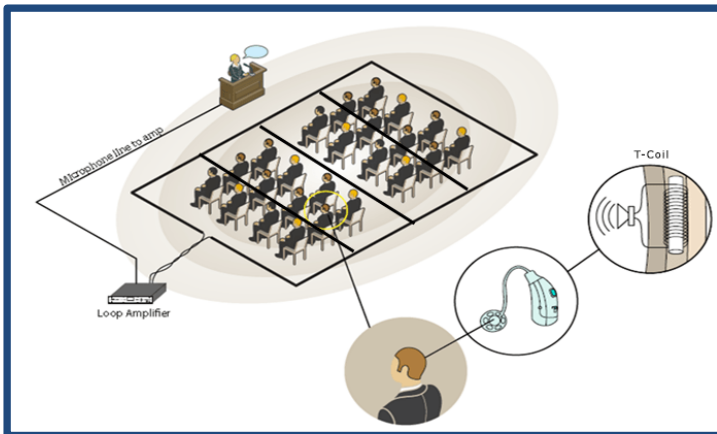
Meeting Room A and the Storytime Room are now more accessible to hearing impaired patrons. A new hearing loop or T-coil system has been installed in both rooms. It allows people with most hearing aids to receive direct sound from our PA system. This cuts out ambient noise and delivers clear, customized sound. We also included four transmitters for users who do not have a hearing aid who wish to utilize the hearing loop systems. The hearing loop was installed in the Storytime Room in the ceiling of the room because of the material that the subfloor was made of. Room A's installation began with removal of carpet. The

magnetic coil wire was installed by our regular electrical vendor with supervision by an engineer from Hearing Access Solutions, an Iowa company that has been doing this work throughout the state for many years. Their two co-founders (one of whom is deaf), offered us a great deal of guidance and knowledge throughout the process. After the loop was installed, our regular carpet vendor installed new carpet in Room A.

The project required quite a bit of coordination between various Library departments including Facilities who managed the carpet and electrical installers and Adult Services who worked with patrons to reschedule meetings in the rooms. We hope and expect this technology to greatly improve our patrons' experience in our two main meeting rooms.



Electricians from Gerard Electric laid and installed the hearing loop with direction from Hearing Access Solutions. Carpet was removed and replaced by Randy's Carpets. All three vendors are local to the area or Iowa.



A recent program in Room A showing the new carpeting in use. The hearing loop is installed under the carpet and signage about the hearing loops is located throughout Room A and the Storytime Room.

Development Department Report

Prepared for June 22, 2023

Meeting of the Iowa City Public Library Board of Trustees

Katie Roche, Development Director

Strategic Planning

In May the ICPLFF Board of Directors participated in a strategic planning process for the organization, led by Celina Peerman of Peerman and Associates. With Celina Peerman in attendance, the ICPLFF board reviewed a draft copy of the plan at the 6/15/23 meeting, providing feedback for staff to incorporate in a final draft for review and approval at the first meeting of FY24.

ICPLFF Board and Committee Administration

For FY24 ICPLFF staff is working on creating Google workspaces for the administration of the ICPLFF Board and Committees. Standing agendas will be used to cut down on the number of communications needed to administrate the board. In addition, notes will be able to be added to online folders and protocol for how to use this new system is being developed. Finally, we will provide board training materials, by-laws, and strategic planning in a Google board folder.

Book Sale

The first in-person book sale since the pandemic cancelled these events took place June 16 and 17, 2023. Staffed by our Book End volunteers, board members, and Development Department staff, the department increased book intake from discards and promoted the opportunity to donate books to the ICPLFF. It was a BIG sale. Final numbers will be reported at the next BOT meeting.

Budget and FY24 Preparations

The ICPLFF Finance Committee met on June 21. There Katie discussed the preliminary FY24 budget with that committee, seek feedback in advance of the Full Board Meeting in July. In addition, the July meeting will allow for us to set a Full Board Meeting cadence, discuss committee assignments, and each committee will work after this meeting to determine their meeting schedule.



Iowa School librarians await guidance as they prepare for new law that will ban certain materials



Grace King



Erin Murphy

Jun. 11, 2023 5:00 am, Updated: Jun. 11, 2023 8:04 pm

Penalties for violating the law begin July 1

The Iowa Library Association is cautioning school librarians to wait for guidance from the state education department before removing books from school libraries to comply with state law.

The law, Senate File 496, signed by Gov. Kim Reynolds May 26, bars from school libraries books that depict or describe sexual acts. Schools are also required to have a policy that allows someone to request removal of any classroom materials.

The law also requires schools to put their library catalog online and allow parents to review certain instructional materials, a practice many schools already have in place. The Iowa City district, for example, has had an electronic catalog — that is accessible to the public — of all school library collections “for decades,” said Kristin Pedersen, Iowa City schools spokeswoman.

Without guidance from the state, librarians are left trying to interpret the law, which is not their role, said Michelle Kruse, director for the Iowa Library Association and past president of the Iowa Association of School Librarians.

“The beautiful thing about a library is that if you find a book that doesn’t speak to you — maybe it doesn’t align with a belief you or your family has — you can close it, return it and move on,” Kruse said. “Now, we have a law that’s going to limit that access.”



Michelle Kruse, director for the Iowa Library Association and past president of the Iowa Association of School Librarians, poses for a photograph at Greene Square in southeast Cedar Rapids on June 8. The Iowa Library Association is telling school librarians to hold off from implementing SF496 until the association receives more guidance from the Iowa Department of Education. (Jim Slosiarek/The Gazette)

Kruse — along with Sam Helmick, president of the Iowa Library Association — sent a letter May 9 to Iowa Department of Education Director Chad Aldis with dozens of

questions about how to implement the new law.

Aldis responded, thanking them for the letter. Answers to their questions have not yet been provided, Kruse said. The law takes effect July 1, and penalties for violating the law begin Jan. 1, 2024.

Some of the questions posed by Kruse and Helmick include:

How does the Iowa Department of Education classify age-appropriateness of school library materials?

Will library books or book displays that relate to gender identity or sexuality be considered “instruction,” violating a part of the law that bans instruction related to sexual orientation or gender identity that will be barred in kindergarten through sixth grade?

Will school libraries that serve K-12 students be in violation of the law if materials are present that are deemed age-appropriate for some students and not others?

Is it expected that individual classroom libraries, which are not part of the school library program, be visible to parents and guardians in an electronic catalog?

How will subscription-based databases be reviewed to meet the state law?

The Iowa Department of Education will not be providing any guidance regarding the new state law, a spokesperson said. She said the education department recommends schools and municipalities consult with their legal counsel if they have any questions about the law.

Iowa’s Area Education Agencies, which provide services to schools in Iowa, offer print and online materials for educators to use in their classrooms.

Grant Wood AEA spokesperson Renee Nelson said any titles that do not meet a school district’s requirements can be deactivated by a staff member who manages the school’s media collections.

Another concern is that “classic literature” that is part of Advanced Placement curriculum — created by the College Board — might now be illegal because it is deemed inappropriate for students, Kruse said.

“Is the Iowa Department of Education going to notify the College Board that some literature students have traditionally read (for Advanced Placement classes) might not be considered age-appropriate?” Kruse said.

Kruse declined to provide examples, saying she is “not willing to create” a list of books for the state to potentially ban.

Kruse, who also is a teacher librarian at Roosevelt Creative Corridor Business Academy in Cedar Rapids, said the prospect of removing books from school libraries reminds her of the beginning of the COVID-19 pandemic when there was a strain on stores supplies. “The shelves were a little bit empty and there were products you were used to having and all of a sudden they’re not there anymore,” she said.

“We want kids to read, and if we limit their selection, their ability to read a book they see themselves in, then maybe they won’t read,” Kruse said. “A student will choose to walk away and take nothing before they choose to take something that doesn’t have meaning to them.”

Sam Helmick, also the community and access services coordinator for the Iowa City Public Library, said the

library's mobile library will continue to offer books with lesbian, gay, bisexual, transgender and queer characters.

Senate File 496 does not apply to public libraries, however, Kruse said in some school districts, public and school libraries are in the same building and even in the same room. In those cases, will the public libraries be subject to the same requirements as school libraries, Kruse asked.

"Whatever topics become limited to Iowa students are ones we'll devote ourselves to getting to our patrons," Helmick said. "If they're getting published, they're part of a national conversation. Iowa students have the right to know what conversations are taking place around them."



Sam Helmick, the community and access services coordinator for the Iowa City Public Library, poses for a portrait on March 15, 2023, on the Iowa City Mobile Library in Iowa City. (Geoff Stellfox/The Gazette)

"Are we teaching Iowa students what to think or how to think?" Helmick asked. "Removing these topics from curriculum will not stop them from existing."

Instructional Materials Reconsideration Committees

through which families and community members can request the reconsideration of the use of library or instructional materials.

Last month, the Iowa City school district's reconsideration committee returned "This Book is Gay" to school libraries. It was temporarily removed earlier this year after two bomb threats were called in to Northwest Junior High School in March.

This was the only formal book reconsideration process in Iowa City schools during the 2022-23 school year. No reconsideration requests were made during the 2021-22 school year.

In the Cedar Rapids Community School District, citizens can make a written complaint against a library book, classroom material or other instructional resource. A committee convenes to provide a context in which differences of opinion and possible selection errors may be examined openly. The committee then makes a recommendation to the superintendent, according to the district's website.

Complaints are considered and acted upon within thirty school days of receipt in Cedar Rapids schools. Members of the committee include curriculum coordinators, teachers, at least two high school students and at least two parents or community members.

According to board documents, Cedar Rapids schools reconsideration committee last met March 2, 2022, to discuss and make a recommendation about the 1986 graphic novel "Watchmen," an American comic book series by Alan Moore and Dave Gibbons, and a National Public Radio article about adverse childhood experiences and survey.

The committee voted unanimously to add language in to the course description in which "Watchmen" was read that "Students in this class will study recurring themes in potentially controversial texts from the United States and around the world." "Watchmen" is still used in the class.

The NPR article and quiz are optional materials and are not a required class activity, the committee voted.

Iowa schools waiting for guidance

Iowa City schools spokeswoman Kristin Pedersen said the district is waiting on guidance from the Iowa Department of Education and the district's legal counsel before working through its collection to ensure the books meet the new law.

"As of this moment in time, they have not provided any guidance for removing books that violate the legislature's new definition of 'age-appropriate' materials," Pedersen said in an email to The Gazette on June 1.

Marion Independent schools Superintendent Janelle Brouwer and Mount Vernon schools Superintendent Greg Batenhorst said they also are waiting for guidance from the Iowa Department of Education before implementing anything.

Some Iowa City classroom teachers will be paid this summer to review and revise curriculum to ensure the books they are using in class are age-appropriate as defined by the law, Pedersen said.

"It has not yet been determined the scope of the work school librarians will be completing over the summer," she said.

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

The Gazette
140th ANNIVERSARY

IOWA CITY
PUBLIC LIBRARY

Comics and cookies: Baby Sitter's Little Sister

Make witches hat cookies and a map of your neighborhood

Iowa City Public Library Jun. 6, 2023 10:41 am



IOWA CITY — Each month, the Iowa City Public Library's will feature a comic or graphic novel for kids, suggest a sweet treat pairing, include a game or activity, and ask a couple discussion questions about the book.

Maybe you've heard of the Baby-Sitter's Club graphic novels, but did you know there is a spinoff series for younger readers about Kristy Thomas' little stepsister, Karen Brewer?

In the first book, 6-year-old Karen's imagination gets the best of her when she decides that her neighbor, Mrs. Porter — who has wild gray hair, wears black robes, and has a garden full of mysterious herbs — must be a witch.

Pairs well with: Witch's Hat Cookies. Simply flip a fudge-striped cookie upside down and attach a Hershey's Kiss to the middle with a piping bag of icing to make a treat that is simple to make and delicious to eat!

Discuss

Can you tell what someone is like based on the way that they look? Why or why not?

What evidence does Karen cite for her claims that her neighbor is a witch?

When have you confronted a fear, like Karen did in this book? What happened?

What is Karen's relationship with her little brother Andrew like? If you have siblings, what are some activities you do with them, and some challenges in getting along with them?

Try

Make a neighborhood map.

Karen is very invested in the movements of her neighbor, Mrs. Porter, and spends a lot of time outside observing. Take a walk around your neighborhood and pay attention to landmarks, houses, signs and nature while taking notes or observe from inside your house from a window!

Draw what you saw on paper, adding streets and other landmarks around your house, if possible.



Iowa City Public Library's Bookmobile makes its way around town

By KCRG Staff

Published: Jun. 5, 2023 at 6:42 AM CDT



As the summer gets underway, the Iowa City Bookmobile is starting on its route.

IOWA CITY, Iowa (KCRG) - As the summer gets underway, the Iowa City Bookmobile is starting on its route. The Bookmobile has been serving neighborhoods, schools, senior centers, and other public locations since 2017.

It helps provide books and videos to people of all ages.

In addition to the collection inside the Bookmobile, people can check out anything from the Iowa City Public Library by placing a hold and then pick it up on the Bookmobile as it makes its way around town.

The Bookmobile runs Monday through Friday.

[See a full schedule here.](#)

Copyright 2023 KCRG. All rights reserved.

Iowa City Public Library Board of Trustees

Meeting Minutes

May 25, 2023

2nd Floor - Boardroom

Regular Meeting - 5:05 PM

DRAFT

Carol Kirsch - President

Tom Rocklin - Vice President

DJ Johnk - Secretary

Joseph Massa

Claire Matthews

Robin Paetzold

John Raeburn

Hannah Shultz

Dan Stevenson

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

Members Absent: Tom Rocklin, Dan Stevenson.

Staff Present: Elsworth Carman, Sam Helmick, Jen Miller, Angie Pilkington, Brent Palmer, Jason Paulios, Katie Roche.

Guests Present: None.

Call Meeting to Order. Kirsch called the meeting to order at 5:13 pm. A quorum was present.

Approval of May 25, 2023 Board Meeting Agenda. Massa made a motion to approve the May 25, 2023 Board Meeting Agenda. Johnk seconded. Motion passed 7/0.

Public Discussion. None.

Items to be Discussed.

Policy Review: 815 Internet Use. Johnk identified policy line 815.5 and felt the intent was in regards to pornographic materials. Johnk shared concern for the language, "limit images displayed on screens in order to ensure the secure and comfortable environment of the library" and worried about the breadth of discretion involved and what accommodation would entail. Johnk said he understands in a very real sense we need to maintain the library atmosphere but at the same time it is at odds with total openness. Shultz asked whose comfort are we protecting. Johnk assumed library patrons. Paulios said this policy line has stood unchanged since 1995 and felt leaving the policy language broad allows staff to use privacy screens. In practice, if staff notice pornography on a computer or if a patron notices it and notifies a staff person, staff will change the patron's environment in some way. Staff proactively ask patrons to use caution with what they're viewing or use another website. Johnk appreciated the intent but voiced a concern there might be too much leeway. Carman shared age restricted material is problematic, especially things that are not illegal but might need to be regulated. Staff handle these situations by explaining other options for access like a private study room. Carman felt the current practice works well but sounds complex on paper. Carman has observed staff navigate

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.

complex conversations very well. Massa asked if there are any filters on library computers. Carman said there are no filters and that is the norm supported by the American Library Association. Massa asked if someone can come into the library and watch pornography. Carman said the internet is not filtered and the library is a public space. Massa did not agree with this practice and had concern for children. Matthews asked if the computers in the Children's room were filtered. Carman shared the computers are not filtered but there are AWE computers which are not connected to the internet. Massa asked if there is funding that can be used for privacy screens. Carman said there is funding available but not filtering the internet is absolutely the norm in public libraries, and there aren't many in Iowa that do this. Carman shared there is funding available from the State Library to filter the internet but Carman is not aware of any big libraries that do this. Massa felt there must be a way to prevent children from interacting with it. Helmick shared their experience with filtering internet when working at the Burlington Public Library. Helmick said it is very difficult to filter the internet for pornography and not create additional barriers to information and gave the example of someone searching for medical information such as mammograms. Helmick shared patrons will lose access to information if the internet is filtered and this action doesn't support the library's intellectual freedom values. Matthews shared they work at the Iowa City School District where internet is filtered. Matthew said it is a blanket system that blocks everything, you have to piece by piece unfilter the parts that you need, which is part of the problem with filtering internet. Matthews said it is a tricky way to do things because if you block one thing it ends up being a huge umbrella. Massa understood and wasn't in favor of blocking information but felt the library should ensure the privacy of patrons using computers. Pilkington shared we do not have privacy screens but patrons can use a study room. Matthews said the policy leaves the interaction open to staff discretion. Pilkington said ICPL did have privacy screens at one time but they inhibit staff from helping patrons because they can't be removed and staff have to get very close to patrons to assist them. Massa felt using privacy screens could help library staff avoid uncomfortable situations. Massa said he isn't a fan of censorship but is uncomfortable with children observing adult material in the library and thinks the library has a duty to protect them. Carman felt the library has a duty to provide access overall and library staff encourage adults to be active in their youth's library experience. Carman said the responsibility of limiting access falls to the adult caregivers. Carman believes library staff would prefer accessibility when assisting patrons and it would be far more taxing for staff to regularly unblock medical information or sexual violence information than occasionally asking patrons to view a different website. Carman understood Massa's reaction but felt strongly the library should err on the side of access. Massa shared his reaction to the policy language was coming from a parental reaction and wonders how the general public would view this. Helmick expressed gratitude for the important conversation that was unfolding as everyone was representing community ideals. Paulios shared staff communicate with patrons when it is time to get off of a website. Paulios shared privacy screens are problematic for the patron user experience. Patrons complain about them, remove them, break them, and they are expensive. Raeburn asked how often this happens, Paulios said quarterly. Raeburn asked if staff initiate the conversation or if it is a result of a complaint. Paulios said it depends on the issue. Raeburn asked if we're talking about 4-6 times a year and Paulios agreed. Raeburn said the question really is are children seeing it. Raeburn said we don't have a problem with adults seeing it because it is legal, but we are concerned with children viewing it because it is illegal. Raeburn suggested changing the language to "adult-images". Johnk said it starts down a good path but felt images of violence or war could also be included. Matthews said the policy language is sufficiently vague because it lets patrons know there are limits to what is allowed without defining how that might be addressed. Matthews asked if the policy pops up when a patron is logging on and Paulios agreed yes. Carman said there is no perfect solution to the situation but the larger issue is when reading, viewing, or thinking about something leads to inappropriate actions which is easier to navigate with the Library Use policy. Johnk said the policy as is, is a middle ground which everyone can agree on. Kirsch noted that the conversation initially began about limiting images but wasn't focused on limiting images, it was about requesting that patrons be

accommodating so that children don't observe adult materials. Kirsch said the problem is not on the first floor of the library near the children's room. Paulios said there are internet enabled computers on first floor. Carman could only think of one example of four middle school boys who were acting out in the Children's room and pulled up adult material, with the intention to grab attention, but staff shut it down immediately. Pilkington said there are 10 internet computers which are strategically located very close to a staffed desk.

Carman asked if there were previous Library Board conversations about filtering the internet. Paetzold shared a similar conversation ensues whenever the policy is up for review. Paetzold said the Board historically has recommended to support access with the caveat that if behavior is disruptive staff stop the behavior. Paetzold said adults using computers in the children's room stand out. Paetzold felt adult caregivers should be responsible for their children. In the instance of children in an adult area of the library there is a library policy for caregivers supervising children. Paulios suggested adding to the policy, "See related policies: Collection Development" to address Johnk's concerns about censorship. Paulios shared the Collection Development policy supports the Freedom to View language from ALA. Paetzold emphasized that the library is a public building and we're serving the public. There may be things at the library that Paetzold doesn't like that other people do, it's important to be tolerant and remember as a member of the public we need to live with other people. Helmick read a line from the Library Bill of Rights. Palmer said computers have no audio available outside of headphone jacks and the computers restart if there is audio. Carman said this issue speaks to the digital divide and there are many people who don't have access outside of the library. We serve the whole community including people who only have access to computers at the library.

Kirsch asked if there was a consensus to add the language "See related policy: Collection Development" to the policy. Johnk agreed this would be a good addition. Matthews made a motion to approve the Internet Use policy with the additional suggested language. Shultz seconded. Motion passed 7/0.

Policy Review: 705 Naming and Recognition. Raeburn asked about line 705.5 in regards to the importance of anonymity and confidentiality during the review process. Roche explained in a previous job she once accepted a million-dollar gift that is still confidential today because the donors didn't want to be contacted by other development officers. Roche could imagine a similar instance occurring during the naming process. Raeburn said the name may remain confidential during the review process and wondered why anyone's name should be shared. Kirsch said the donor may want to share that information. Roche said it is good to have a choice for the donor and usually, a donor name is going to be shared. Paetzold said this was a contentious issue when naming the Teen Room because there was a donor who wanted their name on the Teen Room and wanted approval. Paetzold was uncomfortable saying yes without knowing whose name it was in case there was a concern. A potential donor might not have the same values of the library and Trustees could be in a position of accepting a name without knowing who the individual is. Paetzold explained a situation where this happened at the University of Iowa Public Health School. Paetzold said if we are naming a part of our institution we need to know who we are naming it after. Carman said there are two Library Board members who sit on the Foundation Board. Paetzold said trustees have a responsibility to protect the mission of the library. Paetzold said there is a vulnerability in naming your institution without knowing what the name is. Raeburn agreed. Roche clarified the role of the Friends Foundation Director is to vet the donation process and speak to any concerns they might have in accepting a gift. Roche understood the concern and thinks it is the role of the Development Office to assist in making a good choice. Paetzold said she trusted Patty McCarthy and now Roche in that role but felt it was the responsibility of the Library Board of Trustees to make that decision.

Carman said part of the conflict is discussing an anonymous donor in an open meeting. Paetzold agreed that was an issue and believed the Open Meetings Law allows you to close an open meeting when discussing financial issues. Kirsch felt it wasn't necessary for the entire Board to be part of the approval process. Kirsch explained when Carman was hired it was a search committee that did the work of hiring the Library Director,

who then made a recommendation to the Library Board, who then approved it. Raeburn asked if Roche was concerned a donor name would get out if given to a Board. Roche said it was a concern. Raeburn asked if there was a gift acceptance policy. Roche said there is and the Friends Foundation Board maintains that policy. Matthews noted policy line 705.10 in which the Board may terminate a name under extraordinary circumstances and wondered if that covers the concern of naming something after an unknown donor. Paetzold agreed Trustees have the power to un-name but not to name a library space. Kirsch said the Board is informed of the name and could later undo it. Shultz suggested adding the language, "the Board has veto power" to the policy. Raeburn said the Board needs to confirm the recommendation. Matthews noted that part of the Board is on the naming committee with approval power. Roche suggested someone could donate and want to remain anonymous but may want to name a space after someone else. Paetzold suggested checking in with legal to see if this qualifies for a closed meeting of the Board. Johnk agreed. Kirsch suggested tabling the discussion until the June meeting with feedback from legal. Carman verified there were no inconsistencies with the City of Iowa City naming policy. Matthews asked if the Library policy matches the City's. Carman said the City retains the right to name the Library building itself. Carman said he can provide a copy of the City of Iowa City naming policy in next packet.

Staff Reports.

Director's Report. Carman hoped to have a draft of the Strategic Plan ready for the meeting but will bring it back next month as he is still collecting feedback. Carman said if the Board doesn't wish to approve the plan in June approval can be rolled into July.

Johnk liked the design of the Summer Reading Program. Helmick said the Library Graphic Design Intern, Yvonne, designed the guide. Carman said the Summer Reading Program guide is not being mailed this year. Kirsch noted the legislative update and said at this point we don't know the effect of the property tax revamp. Massa said currently Iowa City maxes its general fund levy and asked if our tax rate will go down with the loss of the library levy. Carman agreed and shared we are no longer eligible for levees. Helmick said ILA recently made a statement and 97 libraries in Iowa will be affected. Massa said this really becomes a conversation with City Council. Matthews said we are lucky to be a City of Literature and have many library and literary supporters in town. Paetzold said there will be a finite pool of resources, any resources that go to the Library will be taken from another community resource, it's not going to be a given. Matthews said it will encourage fighting between local city services. Carman said this will add a level of competition and volatility. Carman has been in conversation with City Manager, Geoff Fruin, about this. Carman said it will affect budget cycle FY25 and there will be a four-year sunset of the money. Carman is thankful for a City Council that supports library services. Carman said a big challenge will be navigating the general fund and Board controlled funds. The library levy was intended to maintain services not to be extra funding. Board controlled funds allows the library that extra reach. Paetzold said this could mean a real tightening of services and could mean reduced hours of operation and staffing. Carman said the Library Levy accounts for 17.5 % of the current operating budget. The library is also 20 years old and there will be necessary building repairs that will be required.

Departmental Reports: Adult Services. Kirsch said the volunteer event was very nice.

Community & Access Services. Helmick invited Trustees to participate in the Pride Parade with the Library.

Development Report. Paetzold asked what would happen to a financial gift if a naming recommendation was not approved. Roche said we would maintain the gift.

Miscellaneous: News Articles. None.

President's Report. Kirsch shared Rocklin, Carman, and Miller are planning a Board Recognition event. The Finance committee members will be leaving in June and Kirsch will leave appointing a new committee to Rocklin in July. Kirsch shared three Trustees have terms ending in June and will be rotating off the Board: Paetzold after 12 years, Kirsch, and Matthews. Kirsch encouraged the Trustees to invite others to apply for the

Library Board. Paetzold said there is a different process for Johnson County applicants and you need to apply through their website. Miller said application information is available on the ICPL website. Kirsch said City Council appoints the new Trustees.

Announcements from Members. Johnk said there is a strategic plan meeting on Monday for the Friends Foundation.

Committee Reports. None.

Communications. None.

Consent Agenda. Kirsch was pleased with Miller's May meeting minutes. Johnk made motion a to approve the Consent Agenda. Paetzold seconded. Motion passed 7/0.

Set Agenda Order for June Meeting. Kirsch said the Board will revisit the Naming and Recognition policy, review the new strategic plan, and review the NOBU budget request.

Adjournment. Kirsch adjourned the meeting at 6:24 pm.

Respectfully submitted,
Jen Miller

CITY OF IOWA CITY

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11										
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR TYP S			WARRANT	CHECK	DESCRIPTION
10550110				Library Administration						
10550110 432030				Financial Services & Charges						
010475	GREENSTATE CREDIT U	0608230250	0	2023 11	INV P	35.03	060223	285512	B Palmer MasterCard	
ACCOUNT TOTAL						35.03				
10550110 432080				Other Professional Services						
014353	ONE SOURCE THE BACKG	2022123995	0	2023 11	INV P	126.00	051223	40047	BACKGROUND CHECKS F	
014353	ONE SOURCE THE BACKG	2022123996	0	2023 11	INV P	87.50	051223	40047	BACKGROUND CHECKS F	
						213.50				
ACCOUNT TOTAL						213.50				
10550110 435055				Mail & Delivery						
010468	U S POST OFFICE ACCT	05152023	0	2023 11	INV P	5,000.00	052623	285415	Admin/Postage Funds	
010473	UNITED PARCEL SERVIC	00068774R183	0	2023 11	INV P	15.67	052623	285418	Admin/Internet Ship	
ACCOUNT TOTAL						5,015.67				
10550110 436050				Registration						
010475	GREENSTATE CREDIT U	0508230250	0	2023 11	INV P	6.00	050523	284575	B Palmer MasterCard	
ACCOUNT TOTAL						6.00				
10550110 438130				Cell Phone/Data Services						
010482	VERIZON WIRELESS	9934583354	0	2023 11	INV P	195.57	052623	285450	Admin/Verizon wirel	
ACCOUNT TOTAL						195.57				
10550110 445140				Outside Printing						
010355	OLD CAPITOL SCREEN P	522626	0	2023 11	INV P	1,536.29	051923	40124	Admin/Staff SRP T-s	
ACCOUNT TOTAL						1,536.29				
10550110 449060				Dues & Memberships						
010475	GREENSTATE CREDIT U	0508239103	0	2023 11	INV P	480.00	050523	284573	J Miller MasterCard	
ACCOUNT TOTAL						480.00				
10550110 449120				Equipment Rental						
011736	KONICA MINOLTA BUSIN	286995585	0	2023 11	INV P	640.73	060223	285533	Admin/Quarterly Mai	
011736	KONICA MINOLTA BUSIN	79780520	0	2023 11	INV P	114.30	060223	285534	Admin/Lease Payment	
						755.03				
011898	QUADIENT LEASING USA	N9932694	0	2023 11	INV P	669.81	052623	40596	Admin/Lease Payment	
ACCOUNT TOTAL						1,424.84				
10550110 452010				office supplies						

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11													
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR TYP S			WARRANT	CHECK	DESCRIPTION		
010475	GREENSTATE	CREDIT	U	0508239103	0	2023	11	INV	P	114.69	050523	284573	J Miller MasterCard
010475	GREENSTATE	CREDIT	U	0608239103	0	2023	11	INV	P	270.30	060223	285511	J Miller MasterCard
										384.99			
ACCOUNT TOTAL										384.99			
10550110	469320	Miscellaneous Supplies											
010475	GREENSTATE	CREDIT	U	0608239103	0	2023	11	INV	P	190.00	060223	285511	J Miller MasterCard
ACCOUNT TOTAL										190.00			
ORG 10550110 TOTAL										9,481.89			
10550121	Library Bldg Maint - Public												
10550121	438030	Electricity											
010319	MIDAMERICAN	ENERGY		20230503124825	0	2023	11	INV	P	7,015.65	050523	39989	MidAmBilling 050320
010319	MIDAMERICAN	ENERGY		20230531130415	0	2023	11	INV	P	7,908.89	060223	40672	MidAmBilling 053120
										14,924.54			
ACCOUNT TOTAL										14,924.54			
10550121	438070	Heating Fuel/Gas											
010319	MIDAMERICAN	ENERGY		20230503124825	0	2023	11	INV	P	1,294.04	050523	39989	MidAmBilling 050320
010319	MIDAMERICAN	ENERGY		20230531130415	0	2023	11	INV	P	1,177.98	060223	40672	MidAmBilling 053120
										2,472.02			
ACCOUNT TOTAL										2,472.02			
10550121	442010	Other Building R&M Services											
010248	IOWA FIRE EQUIPMENT			933362	0	2023	11	INV	P	275.00	051923	40108	FAC/Annual Fire Ext
010475	GREENSTATE	CREDIT	U	0608239103	0	2023	11	INV	P	69.28	060223	285511	J Miller MasterCard
010581	RANDY'S CARPETS & IN			201922	0	2023	11	INV	P	19,285.11	052623	285377	FAC/New Carpet Inst
010981	JOE'S QUALITY WINDOW			21619	0	2023	11	INV	P	150.00	051923	284933	FAC/window Cleaning
014457	A TECH INC			585107	0	2023	11	INV	P	72.00	052623	40548	FAC/Alarm System Mo
ACCOUNT TOTAL										19,851.39			
10550121	442020	Structure R&M Services											
010823	SCHUMACHER	ELEVATOR		90578984	0	2023	11	INV	P	625.21	051923	40132	March 23 Elevator M
010823	SCHUMACHER	ELEVATOR		90581486	0	2023	11	INV	P	625.21	051223	40053	April 2023 Elev Mai
										1,250.42			
ACCOUNT TOTAL										1,250.42			

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11	ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550121 442030	010392 RMB CO INC	12338	0	Heating & Cooling R&M Services 2023 11 INV P	3,489.49 051923		40131 FAC/Checked Air Con
				ACCOUNT TOTAL	3,489.49		
10550121 442050	010475 GREENSTATE CREDIT U	0608239103	0	Furnishing R&M Services 2023 11 INV P	646.38 060223		285511 J Miller MasterCard
				ACCOUNT TOTAL	646.38		
10550121 443050	011280 JOINT EMERGENCY COMM 105		0	Radio Equipment R&M Services 2023 11 INV P	225.00 051923		284938 JECSA Radio System
				ACCOUNT TOTAL	225.00		
10550121 445030	010181 GREENERY DESIGNS	3984	0	Nursery Srvcs-Lawn & Plant Care 2023 11 INV P	194.00 051223		284749 FAC/Interior Landsc
				ACCOUNT TOTAL	194.00		
10550121 445330	010944 STERICYCLE INC	8003741235	0	Other Waste Disposal 2023 11 INV P	575.84 051223		284813 FAC/Document Shred
	013663 REPUBLIC SERVICES OF	0897-000988805	0	2023 11 INV P	168.21 051223		284806 Refuse & Recycling
				ACCOUNT TOTAL	744.05		
10550121 449160	010627 CINTAS CORPORATION	4153908014	0	Other Rentals 2023 11 INV P	223.25 051223		284720 FAC/Cleaning Suppli
	010627 CINTAS CORPORATION	4155299195	0	2023 11 INV P	223.25 052623		285245 FAC/Sanitary Suppli
					446.50		
				ACCOUNT TOTAL	446.50		
10550121 452040	010290 LENOCH AND CILEK ACE	373925/3	0	Sanitation & Indust Supplies 2023 11 INV P	254.12 051923		284947 FAC/Bathroom Suppli
	010290 LENOCH AND CILEK ACE	373964/3	0	2023 11 INV P	1,334.17 051923		284947 FAC/Batteries and B
					1,588.29		
	010627 CINTAS CORPORATION	4153908014	0	2023 11 INV P	245.69 051223		284720 FAC/Cleaning Suppli
	010627 CINTAS CORPORATION	4155299195	0	2023 11 INV P	320.36 052623		285245 FAC/Sanitary Suppli
					566.05		
				ACCOUNT TOTAL	2,154.34		
10550121 466070	011399 ELECTRIC EQUIPMENT S	9468	0	Other Maintenance Supplies 2023 11 INV P	429.00 051923		40100 FAC/Lightbulbs
				ACCOUNT TOTAL	429.00		

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11												
ACCOUNT/VENDOR				INVOICE		PO	YEAR/PR TYP S			WARRANT	CHECK	DESCRIPTION
ORG 10550121 TOTAL										46,827.13		
10550140 Library Computer Systems												
10550140 438140 Internet Fees												
014293	IMON COMMUNICATIONS	3002524A	0	2023	11	INV	P	253.02	050523	284591	Internet Services	
014293	IMON COMMUNICATIONS	3035894A	0	2023	11	INV	P	253.02	051923	284919	Internet Services	
014293	IMON COMMUNICATIONS	3055950	0	2023	11	INV	P	477.65	052623	285291	IT/Internet and Pho	
								983.69				
ACCOUNT TOTAL										983.69		
10550140 444080 Software R&M Services												
010475	GREENSTATE CREDIT U	0508230250	0	2023	11	INV	P	3.60	050523	284575	B Palmer MasterCard	
010475	GREENSTATE CREDIT U	0608230250	0	2023	11	INV	P	917.00	060223	285512	B Palmer MasterCard	
								920.60				
010525	ENCOMPASS IOWA LLC	13626	0	2023	11	INV	P	975.00	052623	40570	IT/Exchange Backup	
016644	CENTER FOR INTERNET	INV-230425-0045545	0	2023	11	INV	P	396.00	051223	284719	IT/CIS Services	
ACCOUNT TOTAL										2,291.60		
10550140 444100 Hardware R&M Services												
010475	GREENSTATE CREDIT U	0608237792SRP	0	2023	11	INV	P	69.99	060223	285509	J Paulios MasterCar	
ACCOUNT TOTAL										69.99		
10550140 455110 Software												
010475	GREENSTATE CREDIT U	0508230250	0	2023	11	INV	P	549.00	050523	284575	B Palmer MasterCard	
ACCOUNT TOTAL										549.00		
10550140 455120 Misc Computer Hardware												
010475	GREENSTATE CREDIT U	0508230250	0	2023	11	INV	P	64.78	050523	284575	B Palmer MasterCard	
010475	GREENSTATE CREDIT U	0608230250	0	2023	11	INV	P	73.26	060223	285512	B Palmer MasterCard	
								138.04				
014150	ADVANCED BUSINESS SY	INV317248	0	2023	11	INV	P	6,580.00	051223	40016	IT/Sharp Printer In	
ACCOUNT TOTAL										6,718.04		
ORG 10550140 TOTAL										10,612.32		
10550151 Lib Public Services - Adults												
10550151 469320 Miscellaneous Supplies												
010475	GREENSTATE CREDIT U	0508237446	0	2023	11	INV	P	102.79	050523	284572	A Pilkington Master	
010475	GREENSTATE CREDIT U	0508237792SRP	0	2023	11	INV	P	196.48	050523	284574	J Paulios MasterCar	
010475	GREENSTATE CREDIT U	0608237792SRP	0	2023	11	INV	P	636.28	060223	285509	J Paulios MasterCar	

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
									935.55		
								ACCOUNT TOTAL	935.55		
10550151	469360							Food and Beverages			
	010475	GREENSTATE CREDIT U	0508237792SRP		0	2023	11	INV P	39.91	050523	284574 J Paulios MasterCar
	010475	GREENSTATE CREDIT U	0608237792SRP		0	2023	11	INV P	29.98	060223	285509 J Paulios MasterCar
									69.89		
								ACCOUNT TOTAL	69.89		
								ORG 10550151 TOTAL	1,005.44		
10550152								Lib Public Services - Children			
10550152	452010							Office Supplies			
	010125	BLICK ART MATERIALS	263699		0	2023	11	INV P	46.43	052623	285240 CHI/Paper
								ACCOUNT TOTAL	46.43		
10550152	469320							Miscellaneous Supplies			
	010475	GREENSTATE CREDIT U	0508237446		0	2023	11	INV P	405.27	050523	284572 A Pilkington Master
	010475	GREENSTATE CREDIT U	0608237446ACTSRP		0	2023	11	INV P	134.75	060223	285508 A Pilkington Master
									540.02		
								ACCOUNT TOTAL	540.02		
10550152	469360							Food and Beverages			
	010475	GREENSTATE CREDIT U	0508237446		0	2023	11	INV P	31.45	050523	284572 A Pilkington Master
	010475	GREENSTATE CREDIT U	0508239103		0	2023	11	INV P	-1.02	050523	284573 J Miller MasterCard
	010475	GREENSTATE CREDIT U	0608237446ACTSRP		0	2023	11	INV P	206.99	060223	285508 A Pilkington Master
									237.42		
								ACCOUNT TOTAL	237.42		
								ORG 10550152 TOTAL	823.87		
10550159								Lib Public Svcs-Comm Access			
10550159	435059							Advertising			
	011328	LITTLE VILLAGE MAGAZ	11369		0	2023	11	INV P	483.00	060223	285535 CAS/Ads
								ACCOUNT TOTAL	483.00		
10550159	445140							Outside Printing			
	010373	PIP PRINTING	112339		0	2023	11	INV P	202.47	051923	40126 CAS/MyICPL App Book
								ACCOUNT TOTAL	202.47		
10550159	469320							Miscellaneous Supplies			

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11														
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR TYP S			WARRANT	CHECK	DESCRIPTION			
010475	GREENSTATE	CREDIT	U	0608237149	0	2023	11	INV	P	40.00	060223	285510	S	Helnick MasterCar
010475	GREENSTATE	CREDIT	U	0608239103	0	2023	11	INV	P	82.30	060223	285511	J	Miller MasterCard
										122.30				
ACCOUNT TOTAL										122.30				
10550159	469360	Food and Beverages												
010475	GREENSTATE	CREDIT	U	0608237149	0	2023	11	INV	P	499.74	060223	285510	S	Helnick MasterCar
ACCOUNT TOTAL										499.74				
ORG 10550159 TOTAL										1,307.51				
10550160	Library Collection Services													
10550160	435010	Data Processing												
010475	GREENSTATE	CREDIT	U	0508230292	0	2023	11	INV	P	59.40	050523	284571	A	Mangano MasterCar
010509	BAKER & TAYLOR	INC	C	NS23050190	0	2023	11	INV	P	825.00	052623	285235	LIBRARY	MATERIALS
ACCOUNT TOTAL										884.40				
10550160	445270	Library Material R&M Services												
010509	BAKER & TAYLOR	INC	C	200055042023V	0	2023	11	INV	P	1,199.65	051223	284710	LIBRARY	MATERIALS
010509	BAKER & TAYLOR	INC	C	2037442997	0	2023	11	INV	P	10.32	051923	284869	LIBRARY	MATERIALS
010509	BAKER & TAYLOR	INC	C	2037476915	0	2023	11	INV	P	10.32	052623	285234	LIBRARY	MATERIALS
										1,220.29				
ACCOUNT TOTAL										1,220.29				
10550160	469110	Misc Processing Supplies												
010509	BAKER & TAYLOR	INC	C	H663575DM	0	2023	11	INV	P	227.80	050523	284526	LIBRARY	MATERIALS
010509	BAKER & TAYLOR	INC	C	H663913DM	0	2023	11	INV	P	234.50	052623	285236	LIBRARY	MATERIALS
										462.30				
010510	DEMCO	INC		7297907	0	2023	11	INV	P	941.37	051223	284732	LIBRARY	PROCESSING
010510	DEMCO	INC		7299236	0	2023	11	INV	P	935.63	051923	284893	LIBRARY	PROCESSING
010510	DEMCO	INC		7307692	0	2023	11	INV	P	491.51	052623	285255	LIBRARY	PROCESSING
										2,368.51				
010546	MIDWEST	TAPE		503719872	0	2023	11	INV	P	110.04	051223	284787	LIBRARY	MATERIALS
ACCOUNT TOTAL										2,940.85				
ORG 10550160 TOTAL										5,045.54				
10550210	Library Children's Materials													
10550210	477020	Books (Cat/Cir)												
010475	GREENSTATE	CREDIT	U	0508230292	0	2023	11	INV	P	7.91	050523	284571	A	Mangano MasterCar

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11												
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
010509	BAKER & TAYLOR INC	C	2037426382		0	2023	11	INV P	325.31	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037428218		0	2023	11	INV P	105.54	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037430004		0	2023	11	INV P	138.91	051223	284710	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037435636		0	2023	11	INV P	64.05	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037436943		0	2023	11	INV P	234.53	051223	284710	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037438375		0	2023	11	INV P	66.14	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037443476		0	2023	11	INV P	26.32	051223	284710	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037444850		0	2023	11	INV P	184.61	051223	284710	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037444950		0	2023	11	INV P	59.78	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037445035		0	2023	11	INV P	10.40	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037447248		0	2023	11	INV P	109.77	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037454925		0	2023	11	INV P	210.70	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037458948		0	2023	11	INV P	230.74	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037461107		0	2023	11	INV P	866.24	051223	284710	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037465873		0	2023	11	INV P	653.95	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037469017		0	2023	11	INV P	105.47	051923	284870	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037470455		0	2023	11	INV P	75.65	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037470521		0	2023	11	INV P	12.76	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037471688		0	2023	11	INV P	248.40	051923	284870	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037474210		0	2023	11	INV P	18.04	051923	284870	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037475217		0	2023	11	INV P	48.74	051923	284870	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037476377		0	2023	11	INV P	79.80	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037476409		0	2023	11	INV P	46.98	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037476486		0	2023	11	INV P	131.99	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037476579		0	2023	11	INV P	248.52	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037479891		0	2023	11	INV P	274.51	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037486022		0	2023	11	INV P	348.00	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037487747		0	2023	11	INV P	129.30	052623	285235	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037488755		0	2023	11	INV P	63.18	051923	284870	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037490608		0	2023	11	INV P	265.10	052623	285235	LIBRARY MATERIALS
									5,383.43			
010531	GALE GROUP		81068072		0	2023	11	INV P	18.74	051223	284744	LIBRARY MATERIALS
010536	INGRAM LIBRARY SERVI		75780491		0	2023	11	INV P	10.98	051923	284921	LIBRARY MATERIALS
010536	INGRAM LIBRARY SERVI		75831189		0	2023	11	INV P	27.18	052623	285292	LIBRARY MATERIALS/G
010536	INGRAM LIBRARY SERVI		75899381		0	2023	11	INV P	141.99	052623	285292	LIBRARY MATERIALS/G
									180.15			
ACCOUNT TOTAL									5,590.23			
10550210	477030	Books (Outreach)										
010475	GREENSTATE CREDIT U		0508230292		0	2023	11	INV P	20.54	050523	284571	A Mangano MasterCar
010509	BAKER & TAYLOR INC	C	2037428218		0	2023	11	INV P	45.86	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037435636		0	2023	11	INV P	23.98	050523	284525	LIBRARY MATERIALS
010509	BAKER & TAYLOR INC	C	2037469017		0	2023	11	INV P	15.17	051923	284870	LIBRARY MATERIALS
									85.01			

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11											
ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION		
016665	LANGUAGE LIZARD LLC	16726	0	2023 11	INV	P	821.25	052623	285309	LIBRARY MATERIALS	
ACCOUNT TOTAL							926.80				
10550210	477070	eBooks									
011068	OVERDRIVE INC	01370co23125360	0	2023 11	INV	P	10.49	050523	284634	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370co23125361	0	2023 11	INV	P	109.20	050523	284634	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370co23127900	0	2023 11	INV	P	78.80	050523	284634	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370co23135612	0	2023 11	INV	P	162.43	051223	284796	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370co23150185	0	2023 11	INV	P	162.70	051923	284966	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370co23155780	0	2023 11	INV	P	18.95	052623	285334	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370DA23131265	0	2023 11	INV	P	56.97	050523	284634	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370DA23142620	0	2023 11	INV	P	17.99	051923	284966	LIBRARY MATERIALS	
							617.53				
ACCOUNT TOTAL							617.53				
10550210	477110	Audio (Digital)									
011068	OVERDRIVE INC	01370co23125360	0	2023 11	INV	P	575.24	050523	284634	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370co23135612	0	2023 11	INV	P	82.49	051223	284796	LIBRARY MATERIALS	
011068	OVERDRIVE INC	01370co23150185	0	2023 11	INV	P	59.99	051923	284966	LIBRARY MATERIALS	
							717.72				
ACCOUNT TOTAL							717.72				
10550210	477120	Audio (Read-Along)									
016642	PLAYAWAY PRODUCTS	426137	0	2023 11	INV	P	1,176.77	051223	284801	LIBRARY MATERIALS	
016642	PLAYAWAY PRODUCTS	427064	0	2023 11	INV	P	59.99	051223	284801	LIBRARY MATERIALS	
							1,236.76				
ACCOUNT TOTAL							1,236.76				
10550210	477160	Video (DVD)									
010509	BAKER & TAYLOR INC C	H64986450	0	2023 11	INV	P	23.07	051923	284871	LIBRARY MATERIALS	
010509	BAKER & TAYLOR INC C	H65044800	0	2023 11	INV	P	4.89	052623	285236	LIBRARY MATERIALS	
							27.96				
010546	MIDWEST TAPE	503698508	0	2023 11	INV	P	67.46	051223	284787	LIBRARY MATERIALS	
010546	MIDWEST TAPE	503735621	0	2023 11	INV	P	5.24	051923	284957	LIBRARY MATERIALS	
							72.70				
ACCOUNT TOTAL							100.66				
10550210	477200	Toys/kits									
010475	GREENSTATE CREDIT U	0508230292	0	2023 11	INV	P	24.94	050523	284571	A Mangano MasterCar	
010475	GREENSTATE CREDIT U	0608230292	0	2023 11	INV	P	270.61	060223	285507	A Mangano MasterCar	

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11		PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT/VENDOR	INVOICE							
						295.55		
010536 INGRAM LIBRARY SERVI	75899381	0	2023 11	INV	P	7.81 052623	285292	LIBRARY MATERIALS/G
013055 LAKESHORE LEARNING M	661555050123	0	2023 11	INV	P	109.22 051923	284945	LIBRARY MATERIALS
013055 LAKESHORE LEARNING M	696195051023	0	2023 11	INV	P	75.88 052623	285308	LIBRARY MATERIALS
						185.10		
ACCOUNT TOTAL						488.46		
10550210 477250			Streaming Media/PPU					
011068 OVERDRIVE INC	01370CP23137222	0	2023 11	INV	P	89.10 051223	284796	LIBRARY MATERIALS
015034 KANOPY INC	348298	0	2023 11	INV	P	110.00 051223	284777	LIBRARY MATERIALS
ACCOUNT TOTAL						199.10		
10550210 477350			Online Reference					
010261 IOWA STATE UNIVERSIT REIGAP		0	2023 11	INV	P	300.00 051223	284771	ADVENTURE PASS RENE
013120 BLANK PARK ZOO FOUND	23020	0	2023 11	INV	P	450.00 051923	284873	ADVENTURE PASS RENE
016317 FIGGE ART MUSEUM	2042	0	2023 11	INV	P	75.00 051223	284741	ADVENTURE PASS RENE
ACCOUNT TOTAL						825.00		
ORG 10550210 TOTAL						10,702.26		
10550220			Library Adult Materials					
10550220 477020			Books (Cat/Cir)					
010475 GREENSTATE CREDIT U	0508230292	0	2023 11	INV	P	69.66 050523	284571	A Mangano MasterCar
010475 GREENSTATE CREDIT U	0608230292	0	2023 11	INV	P	34.86 060223	285507	A Mangano MasterCar
						104.52		
010509 BAKER & TAYLOR INC C	2037392513	0	2023 11	INV	P	233.50 051923	284870	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037419704	0	2023 11	INV	P	247.80 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037428218	0	2023 11	INV	P	386.00 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037430004	0	2023 11	INV	P	972.01 051223	284710	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037435636	0	2023 11	INV	P	218.85 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037438375	0	2023 11	INV	P	303.94 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037439825	0	2023 11	INV	P	37.52 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037439863	0	2023 11	INV	P	195.83 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037439922	0	2023 11	INV	P	640.37 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037442997	0	2023 11	INV	P	85.12 051923	284869	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037443476	0	2023 11	INV	P	204.69 051223	284710	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037447248	0	2023 11	INV	P	366.97 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037448712	0	2023 11	INV	P	336.53 050523	284525	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037452382	0	2023 11	INV	P	216.49 051923	284870	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2037454925	0	2023 11	INV	P	434.61 050523	284525	LIBRARY MATERIALS

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11													
ACCOUNT/VENDOR		INVOICE		PO	YEAR/PR		TYP	S	WARRANT		CHECK	DESCRIPTION	
010509	BAKER & TAYLOR INC	C	2037455842	0	2023	11	INV	P	272.18	050523	284525	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037455876	0	2023	11	INV	P	298.37	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037461107	0	2023	11	INV	P	3,175.81	051223	284710	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037465633	0	2023	11	INV	P	203.57	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037465742	0	2023	11	INV	P	182.53	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037469017	0	2023	11	INV	P	411.84	051923	284870	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037471688	0	2023	11	INV	P	1,630.23	051923	284870	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037473386	0	2023	11	INV	P	563.59	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037473438	0	2023	11	INV	P	94.19	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037474210	0	2023	11	INV	P	384.03	051923	284870	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037475217	0	2023	11	INV	P	492.75	051923	284870	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037476915	0	2023	11	INV	P	190.67	052623	285234	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037479762	0	2023	11	INV	P	469.23	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037483044	0	2023	11	INV	P	212.20	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037486022	0	2023	11	INV	P	1,906.66	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037487362	0	2023	11	INV	P	204.25	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037488755	0	2023	11	INV	P	178.11	051923	284870	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037490436	0	2023	11	INV	P	79.20	051923	284870	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037490606	0	2023	11	INV	P	446.94	052623	285235	LIBRARY	MATERIALS
010509	BAKER & TAYLOR INC	C	2037502252	0	2023	11	INV	P	7.59	051923	284870	LIBRARY	MATERIALS
									16,284.17				
010520	CENTER POINT PUBLISH		2012654	0	2023	11	INV	P	118.05	052623	285244	LIBRARY	MATERIALS
010531	GALE GROUP		81068072	0	2023	11	INV	P	18.74	051223	284744	LIBRARY	MATERIALS
010536	INGRAM LIBRARY SERVI		75780491	0	2023	11	INV	P	28.36	051923	284921	LIBRARY	MATERIALS
010536	INGRAM LIBRARY SERVI		75831189	0	2023	11	INV	P	183.08	052623	285292	LIBRARY	MATERIALS/G
010536	INGRAM LIBRARY SERVI		75842911	0	2023	11	INV	P	21.49	052623	285292	LIBRARY	MATERIALS
010536	INGRAM LIBRARY SERVI		75899381	0	2023	11	INV	P	27.58	052623	285292	LIBRARY	MATERIALS/G
									260.51				
013216	ANTELOPE LENDING LIB	29		0	2023	11	INV	P	31.00	051223	284709	BRINK	SUBSCRIPTION
ACCOUNT TOTAL									16,816.99				
10550220	477030									Books (Outreach)			
010536	INGRAM LIBRARY SERVI		75831189	0	2023	11	INV	P	502.76	052623	285292	LIBRARY	MATERIALS/G
010536	INGRAM LIBRARY SERVI		75899381	0	2023	11	INV	P	24.08	052623	285292	LIBRARY	MATERIALS/G
									526.84				
ACCOUNT TOTAL									526.84				
10550220	477070									eBooks			
011068	OVERDRIVE INC		01370co23127899	0	2023	11	INV	P	648.60	050523	284634	LIBRARY	MATERIALS
011068	OVERDRIVE INC		01370co23130378	0	2023	11	INV	P	21.31	050523	284634	LIBRARY	MATERIALS
011068	OVERDRIVE INC		01370co23130381	0	2023	11	INV	P	262.90	050523	284634	LIBRARY	MATERIALS
011068	OVERDRIVE INC		01370co23135024	0	2023	11	INV	P	114.99	051223	284796	LIBRARY	MATERIALS
011068	OVERDRIVE INC		01370co23135121	0	2023	11	INV	P	28.99	051223	284796	LIBRARY	MATERIALS

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11											
ACCOUNT/VENDOR			INVOICE	PO	YEAR/PR	TYP	S	WARRANT		CHECK	DESCRIPTION
011068	OVERDRIVE	INC	01370CO23135615	0	2023	11	INV	P	1,332.37	051223	284796 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23139918	0	2023	11	INV	P	661.81	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23140206	0	2023	11	INV	P	330.54	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23146008	0	2023	11	INV	P	80.89	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23148506	0	2023	11	INV	P	470.01	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23150187	0	2023	11	INV	P	1,201.82	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23155709	0	2023	11	INV	P	375.07	052623	285334 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23156777	0	2023	11	INV	P	84.00	052623	285334 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23156778	0	2023	11	INV	P	972.53	052623	285334 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23131265	0	2023	11	INV	P	752.13	050523	284634 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23140496	0	2023	11	INV	P	150.00	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23142619	0	2023	11	INV	P	1,275.92	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23150755	0	2023	11	INV	P	480.53	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23157726	0	2023	11	INV	P	773.54	052623	285334 LIBRARY MATERIALS
									10,017.95		
ACCOUNT TOTAL									10,017.95		
10550220	477100	Audio (Compact Disc)									
010509	BAKER & TAYLOR	INC	C H64861260	0	2023	11	INV	P	99.36	051223	284711 LIBRARY MATERIALS
010509	BAKER & TAYLOR	INC	C H65092100	0	2023	11	INV	P	47.55	052623	285236 LIBRARY MATERIALS
									146.91		
010546	MIDWEST TAPE		503691304	0	2023	11	INV	P	21.73	051223	284787 LIBRARY MATERIALS
ACCOUNT TOTAL									168.64		
10550220	477110	Audio (Digital)									
011068	OVERDRIVE	INC	01370co23125369	0	2023	11	INV	P	566.51	050523	284634 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370co23127899	0	2023	11	INV	P	241.74	050523	284634 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23130378	0	2023	11	INV	P	200.99	050523	284634 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23135024	0	2023	11	INV	P	44.99	051223	284796 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23135121	0	2023	11	INV	P	95.00	051223	284796 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23135615	0	2023	11	INV	P	519.97	051223	284796 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23139922	0	2023	11	INV	P	752.45	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23140205	0	2023	11	INV	P	47.50	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23146008	0	2023	11	INV	P	268.67	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23146042	0	2023	11	INV	P	361.24	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23148503	0	2023	11	INV	P	307.13	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23150187	0	2023	11	INV	P	669.20	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23151783	0	2023	11	INV	P	99.98	052623	285334 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23155707	0	2023	11	INV	P	59.99	052623	285334 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370CO23156775	0	2023	11	INV	P	1,102.11	052623	285334 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23131265	0	2023	11	INV	P	855.10	050523	284634 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23131266	0	2023	11	INV	P	137.07	050523	284634 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23133489	0	2023	11	INV	P	65.00	051223	284796 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23142619	0	2023	11	INV	P	1,422.28	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23146181	0	2023	11	INV	P	65.00	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23150755	0	2023	11	INV	P	714.50	051923	284966 LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA23157726	0	2023	11	INV	P	867.42	052623	285334 LIBRARY MATERIALS

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11												
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
									9,463.84			
ACCOUNT TOTAL									9,463.84			
10550220 477160				Video (DVD)								
010509	BAKER &	TAYLOR INC	C	H64748390	0	2023	11	INV	P	102.79	050523	284526 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H64779230	0	2023	11	INV	P	183.30	050523	284526 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H64851820	0	2023	11	INV	P	20.96	051223	284711 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H64861530	0	2023	11	INV	P	149.19	051223	284711 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H64868910	0	2023	11	INV	P	52.41	051923	284871 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H64922270	0	2023	11	INV	P	104.94	051923	284871 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H64986450	0	2023	11	INV	P	305.46	051923	284871 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H64993810	0	2023	11	INV	P	232.28	052623	285236 LIBRARY MATERIALS
010509	BAKER &	TAYLOR INC	C	H65044800	0	2023	11	INV	P	153.81	052623	285236 LIBRARY MATERIALS
									1,305.14			
010546	MIDWEST	TAPE		503698508	0	2023	11	INV	P	27.73	051223	284787 LIBRARY MATERIALS
010546	MIDWEST	TAPE		503735621	0	2023	11	INV	P	180.65	051923	284957 LIBRARY MATERIALS
010546	MIDWEST	TAPE		503735622	0	2023	11	INV	P	23.99	051923	284957 LIBRARY MATERIALS
									232.37			
ACCOUNT TOTAL									1,537.51			
10550220 477220				Video Games								
010536	INGRAM	LIBRARY	SERVI	75780491	0	2023	11	INV	P	411.07	051923	284921 LIBRARY MATERIALS
010536	INGRAM	LIBRARY	SERVI	75842911	0	2023	11	INV	P	59.19	052623	285292 LIBRARY MATERIALS
									470.26			
ACCOUNT TOTAL									470.26			
10550220 477250				Streaming Media/PPU								
010546	MIDWEST	TAPE		503723214	0	2023	11	INV	P	5,361.42	051223	284787 LIBRARY MATERIALS
015034	KANOPY	INC		348298	0	2023	11	INV	P	2,577.00	051223	284777 LIBRARY MATERIALS
ACCOUNT TOTAL									7,938.42			
10550220 477330				Serial (Print)								
010475	GREENSTATE	CREDIT	U	0508230292	0	2023	11	INV	P	61.91	050523	284571 A Mangano MasterCar
010475	GREENSTATE	CREDIT	U	0608230292	0	2023	11	INV	P	140.00	060223	285507 A Mangano MasterCar
									201.91			
011183	CORRIDOR	BUSINESS	JO	CBJFY23	0	2023	11	INV	P	84.00	051923	284887 CBJ RENEWAL
015305	WEST BRANCH	TIMES		WBTIFY23	0	2023	11	INV	P	34.00	051923	285036 LIBRARY MATERIALS
ACCOUNT TOTAL									319.91			

CITY OF IOWA CITY



Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11									
ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION	
			ORG 10550220	TOTAL				47,260.36	
FUND 1000 General				TOTAL:				133,066.32	

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11	ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550320				Library Board Enterprise			
10550320 452010				Office Supplies			
010216 RICOH USA INC	107168581	0	2023 11 INV P	438.93	052623		285380 LBE/Renewal 5/22/23
010216 RICOH USA INC	5067248951	0	2023 11 INV P	34.96	052623		40598 IT/Public Printer
				473.89			
				ACCOUNT TOTAL			473.89
				ORG 10550320 TOTAL			473.89
10550350				Enrich Iowa			
10550350 469320				Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	0508237446	0	2023 11 INV P	100.44	050523		284572 A Pilkington Master
				ACCOUNT TOTAL			100.44
				ORG 10550350 TOTAL			100.44
10550420				Library Designated Gifts			
10550420 432080				Other Professional Services			
016669 NETWORK NIRVANA	060123CLPACTSRP	0	2023 11 INV P	311.11	052623		285327 DG/Minecraft Tween
				ACCOUNT TOTAL			311.11
10550420 469320				Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	0608237446ACTSRP	0	2023 11 INV P	351.75	060223		285508 A Pilkington Master
010536 INGRAM LIBRARY SERVI	70049799	0	2023 11 CRM P	-176.70	052623		285292 LIBRARY GIVEAWAY CR
				ACCOUNT TOTAL			175.05
10550420 469320 047				Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	0508237792SRP	0	2023 11 INV P	44.08	050523		284574 J Paulios MasterCar
010475 GREENSTATE CREDIT U	0608237792SRP	0	2023 11 INV P	753.43	060223		285509 J Paulios MasterCar
				797.51			
010536 INGRAM LIBRARY SERVI	75831189	0	2023 11 INV P	3,991.40	052623		285292 LIBRARY MATERIALS/G
010536 INGRAM LIBRARY SERVI	75899381	0	2023 11 INV P	943.99	052623		285292 LIBRARY MATERIALS/G
010536 INGRAM LIBRARY SERVI	75930649	0	2023 11 INV P	414.98	052623		285292 LIBRARY GIVEAWAYS C
				5,350.37			
				ACCOUNT TOTAL			6,147.88
10550420 469360				Food and Beverages			
010475 GREENSTATE CREDIT U	0608237446ACTSRP	0	2023 11 INV P	50.00	060223		285508 A Pilkington Master
				ACCOUNT TOTAL			50.00

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11											
ACCOUNT/VENDOR				INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
					ORG 10550420	TOTAL			6,684.04		
					Library Undesignated Gifts						
					Registration						
10550430					0	2023	11	INV	P	1,940.00	050523 284573 J Miller MasterCard
10550430	436050			0508239103							
010475	GREENSTATE CREDIT U										
					ACCOUNT TOTAL				1,940.00		
					Hardware R&M Services						
10550430	444100				0	2023	11	INV	P	2,330.00	051923 284915 Undesignated/Hearin
016629	HEARING ACCESS SOLUT	INV-0320			0	2023	11	INV	P	3,490.00	051923 284915 Undesignated/Hearin
016629	HEARING ACCESS SOLUT	INV-0321									
					ACCOUNT TOTAL				5,820.00		
					ACCOUNT TOTAL				5,820.00		
					Food and Beverages						
10550430	469360				0	2023	11	INV	P	477.90	060223 285511 J Miller MasterCard
010475	GREENSTATE CREDIT U	0608239103									
					ACCOUNT TOTAL				477.90		
					ORG 10550430	TOTAL			8,237.90		
					Library Children's Materials -						
					Books (Cat/Cir)						
10550510					0	2023	11	INV	P	15.17	050523 284525 LIBRARY MATERIALS
10550510	477020				0	2023	11	INV	P	45.51	051223 284710 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037426382			0	2023	11	INV	P	122.25	051223 284710 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037444850			0	2023	11	INV	P	51.98	052623 285235 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037458948			0	2023	11	INV	P	60.68	052623 285235 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037465873			0	2023	11	INV	P	30.34	052623 285235 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037476579			0	2023	11	INV	P	75.85	052623 285235 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037490608									
					ACCOUNT TOTAL				401.78		
					ACCOUNT TOTAL				401.78		
					Books (Outreach)						
10550510	477030				0	2023	11	INV	P	15.60	051223 284710 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037443476			0	2023	11	INV	P	15.28	051923 284921 LIBRARY MATERIALS
010536	INGRAM LIBRARY SERVI	75780491									
					ACCOUNT TOTAL				30.88		
					Audio (Read-Along)						
10550510	477120				0	2023	11	INV	P	842.85	051223 284801 LIBRARY MATERIALS
016642	PLAYAWAY PRODUCTS	426137									
					ACCOUNT TOTAL				842.85		
					ORG 10550510	TOTAL			1,275.51		

Library Disbursements: May 1 to May 30, 2023

YEAR/PERIOD: 2023/11 TO 2023/11		ACCOUNT/VENDOR		INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550520											
10550520	477020										Library Adult Materials - Gift
											Books (Cat/Cir)
010509	BAKER & TAYLOR INC C	2037392513	0	2023 11	INV	P			21.80	051923	284870 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037430004	0	2023 11	INV	P			53.06	051223	284710 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037461107	0	2023 11	INV	P			78.07	051223	284710 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037469017	0	2023 11	INV	P			18.24	051923	284870 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037471688	0	2023 11	INV	P			138.50	051923	284870 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037483044	0	2023 11	INV	P			30.15	052623	285235 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037486022	0	2023 11	INV	P			192.58	052623	285235 LIBRARY MATERIALS
010509	BAKER & TAYLOR INC C	2037490436	0	2023 11	INV	P			15.95	051923	284870 LIBRARY MATERIALS
									548.35		
010536	INGRAM LIBRARY SERVI	75899381	0	2023 11	INV	P			27.10	052623	285292 LIBRARY MATERIALS/G
									ACCOUNT TOTAL	575.45	
10550520	477160										
010509	BAKER & TAYLOR INC C	H64868910	0	2023 11	INV	P			158.67	051923	284871 LIBRARY MATERIALS
									ACCOUNT TOTAL	158.67	
									ORG 10550520 TOTAL	734.12	
FUND 1001 Library Gifts						TOTAL:			17,505.90		

** END OF REPORT - Generated by Jen Miller **

Carol Kirsch, President

DJ Johnk, Secretary