

IOWA CITY PUBLIC LIBRARY

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

LIBRARY BOARD OF TRUSTEES

October 28 2021

Iowa City Public Library

2nd Floor - Boardroom

Regular Meeting - 5:00 pm

Carol Kirsch - President

Tom Rocklin - Vice President

Derek Johnk - Secretary

Vacancy

Daniel Keranen

Noa Kim

Robin Paetzold

Hannah Shultz

Dan Stevenson

1. Call Meeting to Order

2. Approval of October 28 2021 Board Meeting Agenda

3. Public Discussion

4. Items to be discussed

A. FY23 Budget Discussion - Budget in Brief

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

B. 1st Quarter Statistics and Financials

Comment: This is a regularly scheduled agenda item. Board action not required.

C. Policy Review: 103 Membership in Community & Professional Organizations

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

D. Art Advisory Committee Nominations (Policy 808)

Comment: This is a regularly scheduled agenda item when vacancies need to be filled.
Board action required.

E. 1st Quarter Strategic Plan Update

Comment: This is a regularly scheduled agenda item. Board action not required.

F. 1st Quarter Fine Free Update

Comment: This is a regularly scheduled agenda item. Board action not required.

G. HB389 Impacts on Bookmobile

Comment: Memo and House Bill 389 included for Board review and discussion. Board action not required.

4. Staff Reports:

- A. Director's Report
- B. Departmental Report: Children's Services; Collection Services; Information Technology
- C. Development Office Report
- D. Miscellaneous

5. President's Report

6. Announcements from Members

7. Committee Reports

8. Communications

9. Consent Agenda:

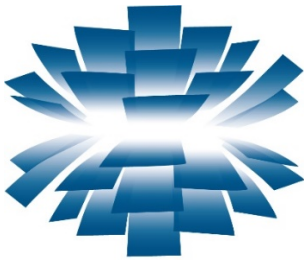
- A. Approve Minutes of Library Board of Trustees September 23, 2021 regular meeting
- B. Approve Disbursements for September 1 to September 30 2021

10. Set Agenda Order for November Meeting

11. Adjournment

**Iowa City Public Library – Board of Trustee Meetings
Agenda Items and Order Schedule
FY22**

OCTOBER 28 2021	NOVEMBER 18 2021	DECEMBER 16 2021
<p><i>FY23 Budget in Brief</i></p> <p><i>Policy Review: 103 Membership in Community & Professional Organizations (CAS)</i></p> <p><i>Policy Review: 808 Art Advisory Committee Nominations (AS)</i></p> <p>1st Quarter Strategic Plan Update</p> <p>1st Quarter Statistics and Financials</p> <p>1st Quarter Fine Free Update</p> <p>Departmental Reports: CH, CS, IT</p> <p>Special Events: Pride Parade 10/2 ILA Conference 10/6-10/8 Homecoming Parade 10/15 Book Festival 10/18 https://www.icpl.org/calendar</p>	<p>Appoint Committee to Evaluate Director</p> <p>Board Member Recognition Dinner Update</p> <p><i>Policy Review: 813 Unattended Children (CH)</i></p> <p><i>Policy Review: 817 Alcohol in the Library Policy (CAS)</i></p> <p>Departmental Reports: AS, CAS</p>	<p>State Library Application Form FY22 Discussion (Accreditation)</p> <p>Board Education Requirement Discussion</p> <p>Departmental Reports: CH, CS, IT</p> <p>Special Events: Staff In-Service 12/10</p>
JANUARY 27 2022	FEBRUARY 24 2022	MARCH 24 2022
<p>Strategic Planning Update</p> <p>2nd Quarter Goals/Statistics Financials – Review</p> <p>State Library Accreditation Review</p> <p>Departmental Reports: AS, CAS</p>	<p><i>Director’s Evaluation - PIP</i></p> <p>Set Hours for Next Fiscal Year</p> <p>Appoint Nominating Committee</p> <p>Departmental Reports: CH, CS, IT</p> <p>Special Events: Children’s Event</p>	<p><i>Policy Review: 505 Volunteer Policy (CAS)</i></p> <p><i>Policy Review: 814 Library Copyright Policy (AS)</i></p> <p>Departmental Reports: AS, CAS</p>
APRIL 28 2022	MAY 26 2022	JUNE 23 2022
<p>Strategic Planning Update</p> <p>3rd Quarter Goals/Statistics Financials – Review</p> <p>Departmental Reports: CH, CS, IT</p>	<p>Appoint Bylaws Committee</p> <p><i>Policy Review: 806 Meeting Room and Lobby Use</i></p> <p>Departmental Reports: AS, CAS</p>	<p>Departmental Reports: CH, CS, IT</p>



IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240

DIRECTOR Elsworth Carman • PHONE 319-356-5200 • FAX 319-356-5494 • icpl.org

To: Library Board
From: Elsworth Carman
Date: October 28, 2021
Re: Budget in Brief Introduction and Notes

Introduction

Working on the fiscal year 2023 budget felt very different than the same project last year. COVID-19 is still a big part of our work—we talk daily about how to approach service design and space use with a balance of open access and safety-first planning—but it now feels like we're working around the pandemic, not constantly pushing against it. There was a sense of normalcy in planning this budget, which felt really good after two years of high-stress resource shifting. This more centered feeling does not take away our excitement about coming back to full service as the Library Iowa City needs now; we're not planning to just pick things back up where they were left before we closed the building. Our goal continues to be to engage our community in prioritizing their needs and wants, and catering our offerings to meet these aspirations.

You will find the FY23 Budget in Brief document attached to this memo. We produce this document annually as a way to provide an overview of our proposed spending plan to the Board; it shows the full budget in a compressed model and allows for easy comparison to previous years. It's important to notice that some rows represent several budget lines while other only represent a single line.

Notes

Lines	Compare w/FY21 Actual	Comments
436030 to 436090: Training & Education	58.49%	As discussed with the Board previously, I believe investing in staff training and education is critical. I will continue to advocate for resources specifically for developing the skills and talents of library employees.
438030 & 439070: Gas and Electric	40.65%	We are expecting an increase in natural gas cost this heating season; this request will be a good starting place when we speak with City Finance about our FY23 budget request.
449060 & 448030: Dues, Memberships, Permits, Community Events	124.56%	This increase represents a second year of membership in Urban Library Council and resources to engage more fully with community festivals throughout our service area.
455110 & 455120: Misc Computer Software and Hardware	36.14%	IT and Children's will be collaborating on a refresh of technology for kids in the Children's Room.
452040: Sanitation Supplies	45%	We're budgeting for the reality that we could still be masking in FY23, as well as continuing to stock and maintain our hand sanitizing stations and other public-facing sanitation tools we introduced during and after the COVID closure.
469110: Misc Processing Supply	-23.39%	This is a great example of a line going down based on changing processes. Some of our materials are processed by vendors, which would be paid from a different line, and some—ebooks and e-audio books—require no physical processing materials at all.

FY23 BUDGET IN BRIEF: October 21, 2021

		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 Adopted	FY23 Proposed	Compare with FY21 Budget	COMMENTS
PERSONNEL									
411000	Permanent Full Time	2,501,612	2,584,540	2,827,490	2,916,543	2,669,838	2,769,165	-5.05%	
412000	Perm Part Time	422,932	432,189	449,429	459,456	442,193	449,058	-2.26%	
413000	Temporary	471,219	505,865	578,642	624,932	672,917	671,000	7.37%	
414100	Overtime	71,689	70,564	68,750	69,750	69,500	69,500	-0.36%	
414300 & 414400	Termination	10,157		0	0	0	0	0.00%	
414500	Longevity	19,178	22,695	22,709	22,390	17,719	18,675	-16.59%	
421100 to 424800	Benefits	1,075,403	1,142,577	1,309,868	1,407,362	1,333,163	1,397,511	-0.70%	
Total Personnel		4,572,190	4,758,430	5,256,888	5,500,433	5,205,330	5,374,909	-2.28%	
SUPPLIES									
452010	Office Supplies/Printing/Graphics/Paper	7,749	7,089	7,551	9,859	8,622	9,156	-7.13%	
452030	Minor Equip & Furniture	0	0	0	0	0	0	0.00%	Combined w/ 469190 in FY19
452040	Sanitation Supplies	18,634	20,644	19,043	20,000	20,000	29,000	45.00%	
452050	Photo Supplies	451	656	461	3	0	0	-100.00%	
454020	Subscriptions	528	489	540	539	591	616	14.29%	
455110 & 455120	Misc Computer Software & hardware	42,276	38,946	83,317	34,640	32,000	47,160	36.14%	
463040, & 463100 & 465020	Sewer & Ice Control Chemicals/ Gasoline	2,376	1,641	2,466	1,894	1,281	1,810	-4.44%	
466030 to 466070	Building Repair Supplies	6,496	6,164	5,000	3,034	4,000	5,891	94.17%	
467020	Equip repair/maint supply	0		0	0	0	0	0.00%	
469110	Misc processing supply	25,813	27,549	26,380	24,800	24,000	19,000	-23.39%	
469190	Minor Equip & Furniture	18,995	5,000	16,670	0	0	536	0.00%	Combined w/ 452030 in FY19
469200 to 469370	Misc Commodities	18,634	20,376	49,961	34,872	14,094	23,861	-31.58%	
Total Supplies		141,952	128,554	211,389	129,641	104,588	137,030	5.70%	

FY23 BUDGET IN BRIEF: October 21, 2021

		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 Adopted	FY23 Proposed	Compare with FY21 Budget	COMMENTS
CHARGES & SERVICES									
432030	Financial Svc / Charges	4,553	8,200	6,044	4,665	3,695	1,327	-71.55%	
432060 to 432080	Consultants, other	29,685	36,500	48,500	35,500	30,000	33,200	-6.48%	
435010	Data Processing	42,169	21,413	22,790	19,790	24,000	2,200	-88.88%	
435055 & 446320	Mail & Delivery	43,819	56,474	52,252	33,901	40,194	45,500	34.21%	
435059 & 435060	Advertising/ Legal Pub	4,496	5,102	4,595	4,500	5,166	4,500	0.00%	
436030 to 436090	Training & Education	15,627	13,000	13,000	13,250	16,000	21,000	58.49%	
438030 & 438070	Gas/Electric	128,651	114,019	137,270	94,316	111,187	132,659	40.65%	
438050 & 445330	Refuse/ Landfill / other waste disposal	2,371	1,688	2,423	2,477	583		-100.00%	changed contract managment in FY22
438110 to 438130	Long Distance / Cell Phones	3,096	2,902	3,164	3,480	3,480	4,500	29.31%	
438140	Internet	16,019	18,000	18,000	11,000	1,100	12,000	9.09%	
442010 to 442070	Bldg. Repair & Maint	96,768	91,035	96,653	124,069	104,990	120,899	-2.56%	
443020	Equip Repair & Maint	3,292	2,645	5,380	2,801	2,000	2,100	-25.03%	
444010 to 444120	IT Repair & Maintenance	137,840	134,335	148,515	154,988	140,500	151,874	-2.01%	
445030	Plant Care	829	820	847	900	720	900	0.00%	
445140	Printing	34,199	29,111	40,008	54,864	31,588	39,334	-28.31%	
445250	Interlibrary Loan	195	293	199	5,250	5,250	5,902	12.42%	
445270 to 445290	Materials processing & maintenance	7,742	14,561	19,352	16,639	20,195	22,500	35.22%	
446010 & 446200 & 449055	City Chargebacks	972	1,560	525	525	525	525	0.00%	
446220 to 446300	Phone Chargebacks	25,087	26,772	26,772	24,018	24,058	24,161	0.60%	
446350	Vehicle Replace Fund	19,326	21,689	20,293	20,293	19,713	20,293	0.00%	Bookmobile replacement fund added FY18.
446360, 446370, 446380	City Vehicle Rental, Fuel, R&M	11,230	19,309	11,907	14,047	9,026	7,837	-44.21%	Bookmobile added FY18.
449030	Property Tax	0	0	0	0	0	0	0.00%	Now paid from rental account.
449060 & 448030	Dues, Membership, Permits, Community Events	4,389	3,647	4,600	5,700	12,700	12,800	124.56%	
449090 to 449160	Rent / Equipment	8,285	7,468	9,479	10,755	8,874	11,472	6.67%	

FY23 BUDGET IN BRIEF: October 21, 2021

		FY18 ACTUAL	FY19 ACTUAL	FY20 ACTUAL	FY21 ACTUAL	FY22 Adopted	FY23 Proposed	Compare with FY21 Budget	COMMENTS
449260 to 449350	Misc / Park 'n' Read / Meals	22,744	3,447	7,690	6,032	5,753	5,800	-3.85%	
Total Charges & Services		663,384	633,990	700,258	663,760	621,297	683,283	2.94%	
CAPITAL EXPEND									
472010	Bldg. Improvements	0	0	0	0	0	0	0.00%	
474360 to 474420	Operating equipment	0	10,600	22,400	0	0	0	0.00%	
475010	Furniture / Office Equip	0	0	18,500	0	0	0	0.00%	
476050 to 476130	IT hardware / software	0	0	0	0	0	0	0.00%	
	Subtotal Equip/Improve	0	10,600	40,900	0	0	0	0.00%	
490040	GO Bond Abatement	0	0	0	0	0	0	0.00%	
393190	Equip Replace Fund	62,422	62,422	62,422	62,422	62,422	62,422	0.00%	
	Subtotal Transfers	62,422	62,422	62,422	62,422	62,422	62,422	0.00%	
477020 to 477350	Library Materials	667,595	674,245	759,845	641,764	707,957	722,117	12.52%	
477380	RFI Tags	0	7,000	7,000	7,000	7,000	7,000	0.00%	
	Subtotal Materials	667,595	681,245	766,845	648,764	714,957	729,117	12.39%	
TOTAL Capital Expend		730,017	754,267	870,167	711,186	777,379	791,539	11.30%	
TOTAL WITHOUT PERSONNEL		1,535,353	1,516,811	1,781,814	793,401	1,503,264	1,611,852	103.16%	
TOTAL BUDGET		6,107,543	6,275,241	7,038,702	7,005,020	6,708,594	6,986,761	-0.26%	

To: Library Board
From: Elsworth Carman
Date: October 28, 2021
Re: FY2022 Quarter One Expenditures: Items of Note

At the end of each Quarter, Library staff provides the Board a report of expenditures, including percent of budget line and total annual budget spent. While this document is easy to read and understand at face value, it can be difficult to know what lines—if any—deserve discussion, cause concern, or indicate an issue.

The following lines deserve comment based on their percent spent, but the real story this document tells is that this quarter was more predictable and much calmer than the previous several quarters have been, spending wise. We're not only getting more confident in doing our work despite COVID-19 (by finding safer ways to do the things our community loves), but developing a deeper understanding of how we will transition back to more standard budget practices after a period of flexing and shifting resources to cover changing needs during an emergency.

TYPE/LINE	REVISED BUDGET	% SPENT	COMMENT
Services/Data Processing	\$24,000.00	69%	Part of annual subscription fee to OCLC (vendor that supports a national network of ILL and shared database) [Also see ILL line below.]
Services/Software R&M Services (444080)	\$121,500.00	83%	Pay several annual contracts in Q1, including ILS Software (Sierra), Catalog Platform (Encore), E-Content Platform Book and Audio (Overdrive), etc.
Services/Inter-Library Loans (445250)	\$5,250.00	97%	Part of annual subscription fee to OCLC (vendor that supports a national network of ILL and shared database)
Services/Equipment Rental (449120)	\$4,000.00	49%	Admin Office main copier/printer; contract paid two times a year
Supplies/Subscriptions (454020)	\$591.00	99%	Payment for Bookpage subscription; should last through FY.
Supplies/Water/Sewer Chemicals (463040)	\$971.00	55%	Enzyme put in the basement lift station to prevent backup/provide odor control; should last through next quarter
First Aid/Safety Supplies (469210)	\$100.00	273%	Additions to staff first aid kits (aspirin, eye wash, alcohol wipes, Band Aids, refills for various first aid items) and public first aid kits (cold packs); purchase expected to cover full year
Supplies/Paper Products (469370)	\$0	94,222%	Entry error, not yet approved. Will be moved to appropriate line before payment is processed.

Library Expenditures: (July 1, 2021 to October 1, 2021)
Operating Budget: Accounts 10550110:10550220

Type	Revised Budget	YTD Expenditures	Available Budget	% Used
Library Materials	714,957.00	184,054.78	530,902.22	26%
477020 Books (Cat/Cir)	707,957.00	68,760.29	639,196.71	
477030 Books (Uncataloged)	-	32.20	(32.20)	
477040 Books (Cat/Reference)	-	916.47	(916.47)	
477070 Downloadable-eBooks	-	34,693.26	(34,693.26)	
477100 Fiction Audio-CD	-	80.00	(80.00)	
477110 Music-CD	-	343.39	(343.39)	
477120 Other Audio-CD	-	151.93	(151.93)	
477160 Video Recordings	-	3,540.44	(3,540.44)	
477200 Toys	-	134.09	(134.09)	
477210 Non-Fiction Video-DVD	-	591.65	(591.65)	
477220 Multi-Media/Gaming	-	595.28	(595.28)	
477230 Non-Fiction Audio-CD	-	74.99	(74.99)	
477250 Downloadable Media	-	35,771.83	(35,771.83)	
477330 Print/Reference Serials	-	5,012.75	(5,012.75)	
477340 Print/Circulating Serials	-	6,087.00	(6,087.00)	
477350 Online Reference	-	27,269.21	(27,269.21)	
477380 Library-RFI Tags	7,000.00	-	7,000.00	
Other Financing Sources	62,422.00	15,605.44	46,816.56	25%
490160 Misc Transfers Out	62,422.00	15,605.44	46,816.56	
Personnel	5,205,330.08	1,109,866.16	4,095,463.92	21%
411000 Perm Full Time	2,669,838.00	578,154.39	2,091,683.61	
412000 Perm Part Time	442,193.00	94,929.24	347,263.76	
413000 Temporary Employees	672,917.00	125,517.82	547,399.18	
414100 Overtime Wages	69,500.00	15,164.95	54,335.05	
414500 Longevity Pay	17,719.00	-	17,719.00	
421100 Health Insurance	647,549.00	156,161.88	491,387.12	
421200 Dental Insurance	16,113.00	3,560.25	12,552.75	
421300 Life Insurance	6,452.00	1,536.19	4,915.81	
421400 Disability Insurance	9,739.00	2,512.94	7,226.06	
421500 Unemployment Compensation	4,000.00	-	4,000.00	
422100 FICA	289,458.91	60,420.52	229,038.39	
423100 IPERS	359,851.17	71,907.98	287,943.19	
Services	636,967.00	215,084.93	421,882.07	34%
432030 Financial Services & Charges	3,695.00	258.99	3,436.01	7%
432060 Consultant Services	13,000.00	-	13,000.00	0%
432080 Other Professional Services	17,000.00	4,343.28	12,656.72	26%
435010 Data Processing	24,000.00	16,605.00	7,395.00	69%

Type	Revised Budget	YTD Expenditures	Available Budget	% Used
435055 Mail & Delivery	40,194.00	10,683.27	29,510.73	27%
435059 Advertising	5,166.00	1,050.00	4,116.00	20%
436030 Transportation	5,000.00	-	5,000.00	0%
436050 Registration	5,000.00	-	5,000.00	0%
436060 Lodging	5,000.00	-	5,000.00	0%
436080 Meals	1,000.00	-	1,000.00	0%
438030 Electricity	97,430.00	34,220.91	63,209.09	0%
438070 Heating Fuel/Gas	13,757.00	4,114.99	9,642.01	30%
438100 Refuse Collection Charges	1,287.00	-	1,287.00	0%
438130 Cell Phone/Data Services	3,480.00	950.19	2,529.81	27%
438140 Internet Fees	11,000.00	2,548.45	8,451.55	23%
442010 Other Building R&M Services	72,000.00	5,028.95	66,971.05	7%
442020 Structure R&M Services	5,387.00	1,821.00	3,566.00	34%
442030 Heating & Cooling R&M Services	22,986.00	2,596.13	20,389.87	11%
442050 Furnishing R&M Services	2,050.00	-	2,050.00	0%
442060 Electrical & Plumbing R&M Svc	2,567.00	-	2,567.00	0%
443020 Office Equipment R&M Services	2,000.00	57.77	1,942.23	3%
444080 Software R&M Services	121,500.00	101,377.35	20,122.65	83%
444100 Hardware R&M Services	19,000.00	982.00	18,018.00	5%
445030 Nursery Svc-Lawn & Plant Care	720.00	74.00	646.00	10%
445140 Outside Printing	31,588.00	1,320.67	30,267.33	4%
445250 Inter-Library Loans	5,250.00	5,100.00	150.00	97%
445270 Library Material R&M Services	19,195.00	3,903.87	15,291.13	20%
445290 Book Binding	1,000.00	-	1,000.00	0%
445330 Other Waste Disposal	583.00	195.20	387.80	33%
446190 ITS-Software SAAS Chgbk	4,200.00	-	4,200.00	0%
446300 Phone Equipment/Line Chgbk	24,058.00	6,115.70	17,942.30	25%
446320 Mail Chargeback	504.00	-	504.00	0%
446340 Radio Maintenance Chgbk	304.00	63.21	240.79	21%
446350 City Vehicle Replacement Chgbk	19,713.00	4,831.56	14,881.44	25%
446360 City Vehicle Rental Chargeback	4,203.00	919.64	3,283.36	22%
446370 Fuel Chargeback	1,667.00	502.18	1,164.82	30%
446380 Vehicle R&M Chargeback	3,156.00	768.18	2,387.82	24%
448030 Community Events Funding	200.00	70.00	130.00	35%
449060 Dues & Memberships	12,500.00	1,326.00	11,174.00	11%
449090 Land & Building Rental	350.00	-	350.00	0%
449120 Equipment Rental	4,000.00	1,967.04	2,032.96	49%
449160 Other Rentals	4,524.00	949.91	3,574.09	21%

Type	Revised Budget	YTD Expenditures	Available Budget	% Used
449260 Parking	1,996.00	-	1,996.00	0%
449280 Misc Services & Charges	3,757.00	339.49	3,417.51	9%
Supplies	104,996.00	22,714.17	82,281.83	22%
452010 Office Supplies	8,622.00	1,948.01	6,673.99	23%
452040 Sanitation & Indust Supplies	20,000.00	7,355.58	12,644.42	37%
454020 Subscriptions	591.00	588.00	3.00	99%
455110 Software	2,000.00	-	2,000.00	0%
455120 Misc Computer Hardware	30,000.00	3,902.48	26,097.52	13%
463040 Water/Sewer Chemicals	971.00	536.48	434.52	55%
463100 Ice Control Chemicals	310.00	-	310.00	0%
466070 Other Maintenance Supplies	4,000.00	969.83	3,030.17	24%
467020 Equipment R&M Supplies	408.00	-	408.00	0%
469110 Misc Processing Supplies	24,000.00	3,705.25	20,294.75	15%
469210 First Aid/Safety Supplies	100.00	272.55	(172.55)	273%
469320 Miscellaneous Supplies	10,640.00	2,720.27	7,919.73	26%
469360 Food and Beverages	3,354.00	621.50	2,732.50	19%
469370 Paper Products	-	94.22	(94.22)	9422%
Grand Total	6,724,672.08	1,547,325.48	5,177,346.60	23%



FY22 Output Statistics- Quarterly Report

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
Library Services: Provide library facilities, materials, and equipment.							
A. Downtown Building Use							
Total Hours Open	858	0	0	0	858	0	85800.0%
People into the Building	85,219	0	0	0	85,219	0	8521900.0%
Average Number Per Hour	99.3	0.0	0.0	0.0	99.3	0	9932.3%
Bookmobile Use							
Bookmobile Total Hours Open	0	0	0	0	0	28	-100.0%
People on Bookmobile	2	0	0	0	2	71	-97.2%
Average Number per Hour	0	0	0	0	0	3	-100.0%
Total Downtown & Bookmobile Hours Open	858	0	0	0	858	28	3020.0%
Total People Downtown & on Bookmobile	85,221	0	0	0	85,221	71	119929.6%
Total Average Number per Hour	99	0	0	0	99	3	3747.1%
B. Meeting Rooms							
Number of Non-Library Meetings	101	0	0	0	101	0	10100.0%
Estimated Attendance	2,689	0	0	0	2,689	0	268900.0%
Equipment Set-ups	32	0	0	0	32	0	3200.0%
Group Study Room Use	794	0	0	0	794	0	79400.0%
Lobby Use	0	0	0	0	0	0	0.0%
C. Equipment Usage							
Photocopies by Public	5,020	0	0	0	5,020	318	1479.5%
Pay for Print Copies	10,864	0	0	0	10,864	376	2789.4%
% Checkouts by Self-Check	70.9%	0.0%	0.0%	0.0%	70.9%	0.0%	70.9%
D. Downtown Use of Electronic Materials							
Listening/Viewing/Tablets/Laptops Sessions	57	0	0	0	57	0	5700.0%
E. Ride 'N' Read							
Bus Passes Distributed Downtown	347	0	0	0	347	0	34700.0%
F. Services During Library Closure							
Patrons Using Mail	0	0	0	0	0	4,704	-100.0%
Patrons Using Curbside	0	0	0	0	0	10,137	-100.0%
Items Checked Out	0	0	0	0	0	48,383	-100.0%
Materials Paged	0	0	0	0	0	37,177	-100.0%
Missed Curbside Appointments	0	0	0	0	0	561	-100.0%
Hours Assisting Patrons (Curbside)	0	0	0	0	0	548	-100.0%
G. Book Bundles							
Children's	0	0	0	0	0	0	0.0%
Teen's	0	0	0	0	0	0	0.0%
Adult's	0	0	0	0	0	0	0.0%
Total Book Bundles	0	0	0	0	0	0	0.0%
H. To Go Kits							
Children's	3,097	0	0	0	3,097	870	256.0%
Tween's	100	0	0	0	100	25	300.0%
Teen's	36	0	0	0	36	0	3600.0%
Adult's	52	0	0	0	52	0	5200.0%
Total To Go Kits	3,285	0	0	0	3,285	895	267.0%
Lending Services: Lend materials for home, school, and office use.							
A. Circulation Downtown	313,918	0	0	0	313,918	182,350	72.2%
(Materials plus equipment; includes eAudio; does not include items circulated in-house.)							
Percent AIM Circulation Downtown	1.27%	0.00%	0.00%	0.00%	1.27%	1.40%	-8.9%
Circulation on Bookmobile	6,691	0	0	0	6,691	156	4189.1%
Percent AIM Circulation on Bookmobile	0.22%	0.00%	0.00%	0.00%	0.22%	0.00%	0.2%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
Total Circulation Downtown & Bookmobile	320,609	0	0	0	320,609	182,506	75.7%
Percent AIM Total Circulation Downtown & Bookmobile	1.47%	0.00%	0.00%	0.00%	1.47%	1.40%	5.1%
Average Total Circulation Downtown & Bookmobile Per Hour	366	0	0	0	366	0	36587.2%
B. Circulation by Type of Material (Includes downloads, does not include mending, lost, etc.)							
Adult Materials	205,256	0	0	0	205,256	137,314	49.5%
Children's Materials	116,895	0	0	0	116,895	45,880	154.8%
Percent Children's	37.2%	0.0%	0.0%	0.0%	37.2%	25.2%	48.0%
Non-Print	60,252	0	0	0	60,252	20,367	195.8%
Percent Non-print	19.2%	0.0%	0.0%	0.0%	19.2%	11.2%	71.8%
Equipment loans	251	0	0	0	251	98	156.1%
Downloads	73,283	0	0	0	73,283	82,953	-11.7%
C. Circulation by Residence of User (Downtown & Bookmobile) (Materials plus equipment; includes downloads; does not include items circulated in-house.)							
Iowa City	248,759	0	0	0	248,759	153,867	61.7%
Local Contracts							
Hills	753	0	0	0	753	523	44.0%
Hills as % of All	0.23%	0.0%	0.0%	0.0%	0.23%	0.29%	-18.0%
Johnson County (Rural)	25,383	0	0	0	25,383	14,377	76.6%
Johnson County as % of All	7.92%	0.0%	0.0%	0.0%	7.92%	7.88%	0.5%
Lone Tree	1,077	0	0	0	1,077	624	72.6%
Lone Tree as % of All	0.34%	0.00%	0.00%	0.00%	0.34%	0.34%	-1.8%
University Heights	4,800	0	0	0	4,800	2,881	66.6%
University Heights as % of All	1.50%	0.00%	0.00%	0.00%	1.50%	1.58%	-5.2%
Total Local Contracts	32,013	0	0	0	32,013	18,405	73.9%
State Contracts - Open Access							
Coralville	12,715	0	0	0	12,715	4,098	210.3%
Cedar Rapids	549	0	0	0	549	170	222.9%
Other Open Access	20,856	0	0	0	20,856	5,800	259.6%
Total Open Access	34,120	0	0	0	34,120	10,068	238.9%
Open Access as % of All	10.6%	0.0%	0.0%	0.0%	10.6%	5.5%	92.9%
D. InterLibrary Loans							
Loaned to Other Libraries	289	0	0	0	289	227	27.3%
Percent of Requests Filled	31.5%	0.0%	0.0%	0.0%	31.5%	31.3%	0.7%
Total Borrowed From Other Libraries	787	0	0	0	787	395	99.2%
Percent of Requests Filled	88.0%	0.0%	0.0%	0.0%	88.0%	82.1%	7.2%
Books/Periodicals/AV Borrowed	785	0	0	0	785	392	100.3%
Photocopy Borrow Requests Filled	2	0	0	0	2	3	-33.3%
E. Reserves Placed with Innovative - Materials <i>*Overdrive has not reported fulfilled reserve information since July 2020.</i>							
	35,986	0	0	0	35,986	52,361	-31.3%
F. Downloadable Media							
Resident Cards By Area							
Iowa City	62,066	0	0	0	62,066	71,018	-12.6%
Hills	192	0	0	0	192	229	-16.2%
Johnson County	7,521	0	0	0	7,521	7,374	2.0%
Lone Tree	114	0	0	0	114	96	18.8%
University Heights	1,374	0	0	0	1,374	1,714	-19.8%
Total	71,267	0	0	0	71,267	80,431	-11.4%
Student AIM Cards by Area							
Iowa City	1,800	0	0	0	1,800	2,247	-19.9%
Hills	123	0	0	0	123	165	-25.5%
Johnson Count	10	0	0	0	10	2	400.0%
Lone Tree	0	0	0	0	0	0	0.0%
University Heights	67	0	0	0	67	103	-35.0%
Open Access	16	0	0	0	16	5	220.0%
Total	2,016	0	0	0	2,016	2,522	-20.1%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
All Cards by Area							
Iowa City	63,866	0	0	0	63,866	73,265	-12.8%
Hills	315	0	0	0	315	394	-20.1%
Johnson Count	7,531	0	0	0	7,531	7,376	2.1%
Lone Tree	114	0	0	0	114	96	18.8%
University Heights	1,441	0	0	0	1,441	1,817	-20.7%
Open Access	16	0	0	0	16	5	220.0%
Total	73,268	0	0	0	73,268	82,949	-11.7%
By Demographic							
Adult	65,880	0	0	0	65,880	71,309	-7.6%
Children's	7,403	0	0	0	7,403	11,644	-36.4%
Total	73,283	0	0	0	73,283	82,953	-11.7%
Number of Items Owned (Cumulative)							
E-Audio Items Available	12,751	0	0	0	12,751	10,849	17.5%
E-Book Items Available	26,128	0	0	0	26,128	19,447	34.4%
E-Music	47	0	0	0	47	47	0.0%
E-Magazines	3,703	0	0	0	3,703	121	2960.3%
E-Newspapers	3	0	0	0	3	1	200.0%
Total Items	42,632	0	0	0	42,632	30,465	39.9%
Information Services: Furnish information, reader advisory, and reference assistance.							
A. Reference Questions Answered	5,123	0	0	0	5,123	2,324	120.4%
Reference Questions							
Reference Desk	2,439	0	0	0	2,439	718	239.7%
Help Desk	443	0	0	0	443	0	44300.0%
Curbside Questions	0	0	0	0	0	449	-100.0%
Switchboard	833	0	0	0	833	1,112	-25.1%
Bookmobile	1	0	0	0	1	0	0.0%
Drop-In Tech Help (Public)	0	0	0	0	0	0	0.0%
On-Call Tech Help							
Public	38	0	0	0	38	0	0.0%
Total Tech Help Questions	38	0	0	0	38	0	0.0%
Children's Desk							
Reference Questions	1,361	0	0	0	1,361	16	8406.3%
Request to Pull Books (Community)	8	0	0	0	8	29	-72.4%
Total Children's Questions	1,369	0	0	0	1,369	45	2942.2%
B. Electronic Access Services							
Computer Services							
Pharos Internet (Downtown In House computer use)	4,536	0	0	0	4,536	0	453600.0%
Wifi Internet Use Downtown	8,506	0	0	0	8,506	0	850600.0%
Total Internet Use	13,042	0	0	0	13,042	0	1304200.0%
Website Access							
ICPL Website							
# Pageviews of Homepage	79,792	0	0	0	79,792	79,278	0.6%
# Pageviews of Entire Site (Doesn't include catalog)	200,115	0	0	0	200,115	252,103	-20.6%
# Visits (Does include catalog)	123,680	0	0	0	123,680	128,997	-4.1%
Catalog Access							
# Pageviews for ICPL Catalog	390,321	0	0	0	390,321	459,683	-15.1%
# Pageviews for Overdrive	411,836	0	0	0	411,836	533,485	-22.8%
Total Catalog Access	802,157	0	0	0	802,157	993,168	-19.2%
<i>*Overdrive does not count pageviews through the Libby or Overdrive Apps.</i>							
ICPL Mobile App Use							
	30,434	0	0	0	30,434	0	3043400.0%
External Sites							
# Pageviews for Beanstack	15,589	0	0	0	15,589	12,265	27.1%
Total Website Access	1,048,295	0	0	0	1,048,295	1,257,536	-16.6%
Subscription Databases Accessed							
Total In-House	772	0	0	0	772	445	73.5%
Total Remote	44,237	0	0	0	44,237	79,151	-44.1%
TOTAL	45,009	0	0	0	45,009	79,596	-43.5%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
C. Total Switchboard Calls Received							
Total Library Calls	3,277	0	0	0	3,277	4,776	-31.4%
Other Questions (Directional and account questions, meeting room booking, email added FY16.)	4,033	0	0	0	4,033	6,204	-35.0%
Transferred Calls	586	0	0	0	586	188	211.7%
Pamphlets Distributed Downtown	5,325	0	0	0	5,325	995	435.2%
Federal Tax Forms Distributed	0	0	. . .	0.0%
VITA Patrons Assisted	0	0	. . .	0.0%
Alerting Services: Promote awareness of the library and use of its resources.							
A. Publications							
Number of Publications Printed (Jobs)	38	0	0	0	38	18	111.1%
Copies Printed for Public Distribution	103,098	0	0	0	103,098	81,271	26.9%
Number of Online Newsletters Subscribers	3,029	0	0	0	3,029	2,764	9.6%
Number of Online Newsletter Distribution	2,970	0	0	0	2,970	1,912	55.3%
C. Displays							
In-House	32	0	0	0	32	0	3200.0%
Other Groups	27	0	0	0	27	0	2700.0%
Off-site locations	4	0	0	0	4	0	400.0%
	1	0	0	0	1	0	100.0%
F. Homepage/ Social Media							
Homepage Banner Posts	35	0	0	0	35	39	-10.3%
Homepage Banner Clicks	142	0	0	0	142	386	-63.2%
Media Releases Sent	237	0	0	0	237	156	51.9%
Facebook, Twitter, Pinterest Followers (Cumulative)	17,260	0	0	0	17,260	16,215	6.4%
New Facebook, Twitter, and Pinterest Followers	124	0	0	0	124	116	6.9%
Outreach Services: Provide library service to people who cannot get to the library building.							
A. At Home Services							
Packages Sent	676	0	0	0	676	383	76.4%
Items Loaned (No renewals)	1,946	0	0	0	1,946	1,562	24.6%
Registered At Home Users (Cumulative)	249	0	0	0	249	216	15.3%
New Users Enrolled	5	0	0	0	5	16	-68.8%
People Served (Average of monthly count)	68	0	0	0	68	48	42.7%
B. Jail Service							
People Served	138	0	0	0	138	39	253.8%
Items Loaned (No renewals)	1,042	0	0	0	1,042	150	594.7%
C. Deposit Collections							
Locations (Cumulative)	0	0	0	0	0	3	-100.0%
Items Loaned	0	0	0	0	0	90	-100.0%
Items Added to Permanent Collections	773	0	0	0	773	90	758.9%
D. Remote Bookdrop Use							
Remote as Percent of All Items Checked In	. . .	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
<i>*Does not include renewals or in-house.</i>							
<i>* The remote bookdrop was used in FY21 but not counted.</i>							
Group and Community Services: Provide library service to groups, agencies, and organizations.							
A. Adult Programs							
Programs	30	0	0	0	30	14	114.3%
Attendance	451	0	0	0	451	194	132.5%
Outreach Programs	1	0	0	0	1	0	0.0%
Outreach Attendance	36	0	0	0	36	0	0.0%
B. Young Adult Programs							
Programs	14	0	0	0	14	0	0.0%
Attendance	62	0	0	0	62	3	1966.7%
Outreach Programs	3	0	0	0	3	6	-50.0%
Outreach Attendance	27	0	0	0	27	74	-63.5%
C. Children's Programs							
Programs	1,860	0	0	0	1,860	97	1817.9%
Attendance	10,525	0	0	0	10,525	36	29136.1%
Outreach Programs	32	0	0	0	32	0	3200.0%
Outreach Attendance	708	0	0	0	708	0	70800.0%

	Q1	Q2	Q3	Q4	YTD	Last YTD	% Change
D. Library Tours and Classes							
Number	30	0	0	0	30	8	275.0%
Attendance	194	0	0	0	194	82	136.6%
E. Consulting for Area Groups	3	0	0	0	3	0	300.0%
F. Virtual Program Recordings							
Children's Recordings	22	0	0	0	22	75	-70.7%
Young Adult Recordings	1	0	0	0	1	0	100.0%
Adult Recordings	6	0	0	0	6	6	0.0%
All Ages/ Other Recordings	3	0	0	0	3	1	200.0%
Total Virtual Program Recordings	32	0	0	0	32	82	-61.0%
G. Virtual Program Views							
Instagram	355	0	0	0	355	8,109	-95.6%
Facebook	897	0	0	0	897	16,384	-94.5%
Youtube	12,001	0	0	0	12,001	11,617	3.3%
Total Virtual Program Views	13,253	0	0	0	13,253	36,110	-63.3%

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

A. Library Cards Issued	1,603	0	0	0	1,603	849	88.8%
Iowa City	1,248	0	0	0	1,248	641	94.7%
Percent Iowa City	77.9%	0.0%	0.0%	0.0%	77.9%	75.5%	3.1%
Local Contracts							
Hills	6	0	0	0	6	2	200.0%
Johnson County (Rural)	51	0	0	0	51	34	50.0%
Lone Tree	4	0	0	0	4	3	33.3%
University Heights	12	0	0	0	12	5	140.0%
State Contract - Open Access							
Coralville	76	0	0	0	76	35	117.1%
Cedar Rapids	14	0	0	0	14	8	75.0%
Other Open Access	192	0	0	0	192	121	58.7%
Total Open Access	282	0	0	0	282	164	72.0%
Open Access as % of All	17.6%	0.0%	0.0%	0.0%	17.6%	19.3%	-8.9%
B. Total Registered Borrowers (Cumulative)	44,290	0	0	0	44,290	47,470	-6.7%
# At Home Users Registered (Cumulative)	249	0	0	0	249	216	15.3%
# AIM Users (Cumulative)	0	0	0	0	0	14,420	-100.0%

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

C. Overdue Notices							
Items Searched to Verify Claim of Return	81	0	0	0	81	91	-11.0%
Total First Notices (Items)	9,483	0	0	0	9,483	0	948300.0%
Total Second Notices (Items)	4,764	0	0	0	4,764	0	476400.0%
Bills-Public (Items)	2,250	0	0	0	2,250	0	225000.0%

FY22 Circulation by Area & Agency

	1ST Q	2ND Q	3RD Q	4TH Q	YTD	LYTD	% CHG
Iowa City							
General Iowa City	185,967	0	0	0	185,967	78,347	137.4%
Downloads + Streaming	63,866	0	0	0	63,866	73,265	-12.8%
Temporary	79	0	0	0	79	27	192.6%
Public schools	0	0	0	0	0	0	0.0%
Private schools	86	0	0	0	86	0	0.0%
Preschool/Daycare	716	0	0	0	716	59	1113.6%
Non-profit organizations	292	0	0	0	292	0	0.0%
Business	0	0	0	0	0	0	0.0%
City departments	18	0	0	0	18	2	800.0%
State/Federal agencies	0	0	0	0	0	0	0.0%
University of Iowa departments	0	0	0	0	0	0	0.0%
At Home	1,919	0	0	0	1,919	1,550	23.8%
Interlibrary loan	672	0	0	0	672	524	28.2%
Deposit collections/Nursing Homes	552	0	0	0	552	99	457.6%
Jail patrons	1,042	0	0	0	1,042	150	594.7%
Total Iowa City	255,209	0	0	0	255,209	154,023	65.70%
Local Contracts							
Johnson County							
General	17,716	0	0	0	17,716	6,826	159.5%
Downloads	7,644	0	0	0	7,644	7,539	1.4%
Preschool/Daycare	0	0	0	0	0	0	0.0%
At Home	23	0	0	0	23	12	91.7%
Total Johnson County	25,383	0	0	0	25,383	14,377	76.6%
Hills							
General	547	0	0	0	547	292	87.3%
Downloads	202	0	0	0	202	231	-12.6%
At Home	4	0	0	0	4	0	0.0%
Total Hills	753	0	0	0	753	523	44.0%
Lone Tree							
General	963	0	0	0	963	528	82.4%
Downloads	114	0	0	0	114	96	18.8%
At Home	0	0	0	0	0	0	0.0%
Total Lone Tree	1,077	0	0	0	1,077	624	72.6%
University Heights							
General	3,359	0	0	0	3,359	1,064	215.7%
Downloads	1,441	0	0	0	1,441	1,817	-20.7%
At Home	0	0	0	0	0	0	0.0%
Total University Heights	4,800	0	0	0	4,800	2,881	66.6%
Total Local Contracts	32,013	0	0	0	32,013	18,405	73.9%

FY22 Circulation by Area & Agency

	1ST Q	2ND Q	3RD Q	4TH Q	YTD	LYTD	% CHG
State Contract							
Reciprocal/Open Access							
Johnson County Libraries							
Coralville	12,715	0	0	0	12,715	4,098	210.3%
North Liberty	8,910	0	0	0	8,910	2,927	204.4%
Oxford	251	0	0	0	251	37	578.4%
Solon	1,763	0	0	0	1,763	388	354.4%
Swisher	118	0	0	0	118	18	555.6%
Tiffin	1,196	0	0	0	1,196	288	315.3%
AIM Downloads (None from North Liberty or Coralville)	16	0	0	0	16	5	220.0%
All Other Libraries							
Adel	0	0	0	0	0	0	0.0%
Ainsworth	4	0	0	0	4	0	0.0%
Albia	0	0	0	0	0	0	0.0%
Altoona	0	0	0	0	0	0	0.0%
Ames	13	0	0	0	13	0	0.0%
Anamosa	9	0	0	0	9	18	-50.0%
Ankeny	41	0	0	0	41	15	173.3%
Atkins	0	0	0	0	0	0	0.0%
Belle Plaine	0	0	0	0	0	0	0.0%
Bennett	0	0	0	0	0	0	0.0%
Bettendorf	3	0	0	0	3	0	0.0%
Birmingham	0	0	0	0	0	0	0.0%
Blairstown	0	0	0	0	0	0	0.0%
Bloomfield	0	0	0	0	0	19	-100.0%
Boone	0	0	0	0	0	0	0.0%
Brooklyn	0	0	0	0	0	0	0.0%
Burlington	47	0	0	0	47	1	4600.0%
Carroll	0	0	0	0	0	0	0.0%
Cascade	0	0	0	0	0	0	0.0%
Cedar Falls	11	0	0	0	11	13	-15.4%
Cedar Rapids	549	0	0	0	549	170	222.9%
Center Point	0	0	0	0	0	0	0.0%
Central City	0	0	0	0	0	0	0.0%
Chariton	0	0	0	0	0	0	0.0%
Charles City	0	0	0	0	0	0	0.0%
Chelsea	2	0	0	0	2	0	0.0%
Clarence	10	0	0	0	10	0	0.0%
Clinton	0	0	0	0	0	0	0.0%
Clive	0	0	0	0	0	0	0.0%
Coggon	0	0	0	0	0	0	0.0%
Columbus Jct	13	0	0	0	13	8	62.5%
Conesville	0	0	0	0	0	0	0.0%
Cornell College	540	0	0	0	540	131	312.2%
Council Bluffs	7	0	0	0	7	0	0.0%
Crawfordsville	0	0	0	0	0	0	0.0%
Dallas Center	0	0	0	0	0	0	0.0%
Davenport	32	0	0	0	32	1	3100.0%
Decorah	0	0	0	0	0	1	-100.0%
Denison	0	0	0	0	0	0	0.0%
Des Moines	0	0	0	0	0	0	0.0%
Dewitt	12	0	0	0	12	0	0.0%
Donnelson	0	0	0	0	0	0	0.0%
Drake Community Library	0	0	0	0	0	0	0.0%
Dubuque	0	0	0	0	0	0	0.0%
Dunkerton	0	0	0	0	0	0	0.0%
Earlham	0	0	0	0	0	0	0.0%
Eldon	0	0	0	0	0	0	0.0%

FY22 Circulation by Area & Agency

	1ST Q	2ND Q	3RD Q	4TH Q	YTD	LYTD	% CHG
Elkader	0	0	0	0	0	0	0.0%
Ely	9	0	0	0	9	0	0.0%
Estherville	0	0	0	0	0	0	0.0%
Fairfax	22	0	0	0	22	0	0.0%
Fairfield	252	0	0	0	252	6	4100.0%
Fort Dodge	0	0	0	0	0	0	0.0%
Fort Madison	0	0	0	0	0	0	0.0%
Gilman	0	0	0	0	0	0	0.0%
Glenwood	0	0	0	0	0	0	0.0%
Grandview	0	0	0	0	0	0	0.0%
Grimes	0	0	0	0	0	0	0.0%
Grinnell	90	0	0	0	90	0	0.0%
Guthrie Center	0	0	0	0	0	0	0.0%
Hedrick	0	0	0	0	0	0	0.0%
Hiawatha	218	0	0	0	218	2	10800.0%
Independence	0	0	0	0	0	0	0.0%
Indianola	0	0	0	0	0	0	0.0%
Johnston	0	0	0	0	0	0	0.0%
Kalona	739	0	0	0	739	165	347.9%
Keokuk	0	0	0	0	0	0	0.0%
Keosauqua	0	0	0	0	0	0	0.0%
Keota	7	0	0	0	7	12	-41.7%
LeClaire	0	0	0	0	0	0	0.0%
Letts	0	0	0	0	0	0	0.0%
Lisbon	94	0	0	0	94	0	0.0%
Lowden	77	0	0	0	77	37	108.1%
Manchester	0	0	0	0	0	0	0.0%
Maquoketa	6	0	0	0	6	0	0.0%
Marengo	606	0	0	0	606	98	518.4%
Marion	245	0	0	0	245	28	775.0%
Marshalltown	2	0	0	0	2	0	0.0%
Martelle	0	0	0	0	0	0	0.0%
Mason City	3	0	0	0	3	0	0.0%
Mechanicsville	12	0	0	0	12	6	100.0%
Mediapolis	0	0	0	0	0	0	0.0%
Milford	0	0	0	0	0	0	0.0%
Montezuma	0	0	0	0	0	0	0.0%
Monticello	3	0	0	0	3	0	0.0%
Montrose	0	0	0	0	0	0	0.0%
Morning Sun	0	0	0	0	0	0	0.0%
Mount Pleasant	40	0	0	0	40	2	1900.0%
Muscatine	129	0	0	0	129	34	279.4%
Nevada	0	0	0	0	0	0	0.0%
New London	0	0	0	0	0	0	0.0%
Newton	0	0	0	0	0	0	0.0%
North English	145	0	0	0	145	10	1350.0%
Norway	0	0	0	0	0	0	0.0%
Odebolt	0	0	0	0	0	0	0.0%
Oelwein	0	0	0	0	0	0	0.0%
Osceola	0	0	0	0	0	0	0.0%
Oskaloosa	0	0	0	0	0	0	0.0%
Ottumwa	0	0	0	0	0	0	0.0%
Parnell	5	0	0	0	5	0	0.0%
Pella	0	0	0	0	0	0	0.0%
Pleasant Hill	0	0	0	0	0	0	0.0%
Reinbeck	0	0	0	0	0	0	0.0%
Richland	0	0	0	0	0	0	0.0%
Riverside	979	0	0	0	979	172	469.2%
Robins	0	0	0	0	0	0	0.0%
Rockwell	1	0	0	0	1	0	0.0%

FY22 Circulation by Area & Agency

	1ST Q	2ND Q	3RD Q	4TH Q	YTD	LYTD	% CHG
Scott Co (Eldridge)	0	0	0	0	0	0	0.0%
Scranton	2	0	0	0	2	0	0.0%
Shellsburg	0	0	0	0	0	0	0.0%
Sigourney	3	0	0	0	3	0	0.0%
Sioux City	0	0	0	0	0	8	-100.0%
Sioux Rapids	0	0	0	0	0	0	0.0%
South English	1	0	0	0	1	4	-75.0%
Spirit Lake	0	0	0	0	0	0	0.0%
Springville	0	0	0	0	0	0	0.0%
Stanwood	0	0	0	0	0	0	0.0%
Tipton	480	0	0	0	480	84	471.4%
Toledo	0	0	0	0	0	0	0.0%
Traer	0	0	0	0	0	0	0.0%
Urbandale	0	0	0	0	0	0	0.0%
Van Horne	0	0	0	0	0	0	0.0%
Van Meter	0	0	0	0	0	0	0.0%
Victor	17	0	0	0	17	0	0.0%
Vinton	0	0	0	0	0	27	-100.0%
Wapello	0	0	0	0	0	0	0.0%
Washington	622	0	0	0	622	150	314.7%
Waterloo	5	0	0	0	5	0	0.0%
Waukee	0	0	0	0	0	0	0.0%
Waukon	0	0	0	0	0	0	0.0%
Waverly	0	0	0	0	0	0	0.0%
Wellman	235	0	0	0	235	88	167.0%
West Branch	1,104	0	0	0	1,104	460	140.0%
West Des Moines	3	0	0	0	3	0	0.0%
West Liberty	669	0	0	0	669	358	86.9%
What Cheer	2	0	0	0	2	0	0.0%
Williamsburg	584	0	0	0	584	111	426.1%
Wilton	416	0	0	0	416	56	642.9%
Winfield	30	0	0	0	30	0	0.0%
Winterset	0	0	0	0	0	0	0.0%
Winthrop	0	0	0	0	0	0	0.0%
Zearing	0	0	0	0	0	0	0.0%
Undefined Open Access	1	0	0	0	1	8	-87.5%
Total Recip/Open Access	34,120	0	0	0	34,120	10,064	239.0%
Total Circulation (including E-Downloads, not in-house)	321,347	0	0	0	321,347	182,496	76.1%
Percent Iowa City	79.4%	0.0%	0.0%	0.0%	79.4%	84.4%	-5.9%
Percent Hills	0.2%	0.0%	0.0%	0.0%	0.2%	0.3%	-18.2%
Percent Johnson County	7.9%	0.0%	0.0%	0.0%	7.9%	7.9%	0.3%
Percent Lone Tree	0.3%	0.0%	0.0%	0.0%	0.3%	0.3%	-2.0%
Percent University Heights	1.5%	0.0%	0.0%	0.0%	1.5%	1.6%	-5.4%
Percent Reciprocal/Open Access	10.6%	0.0%	0.0%	0.0%	10.6%	5.5%	92.5%
	100.0%	0.0%	0.0%	0.0%	100.0%	100.0%	
Iowa City	255,209	0	0	0	255,209	154,023	65.7%
Local Contracts	32,013	0	0	0	32,013	18,405	73.9%
Open Access	34,120	0	0	0	34,120	10,064	239.0%
In-house cards (staff use)	1,615	0	0	0	1,615	1,118	44.5%
Undefined Other	5	0	0	0	5	4	25.0%
Total Spreadsheet	322,962	0	0	0	322,962	183,614	

FY22 Circulation by Type & Format

3 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Adult Materials					
General Fiction/Fiction Express	25,155	12.3%	14,303	10.4%	75.9%
Mystery	7,636	3.7%	4,684	3.4%	63.0%
Science Fiction	4,166	2.0%	2,267	1.7%	83.8%
Book Club Kits (10 items per kit)	12	0.0%	10	0.0%	20.0%
Young Adult Fiction	5,597	2.7%	3,340	2.4%	67.6%
Comics	9,349	4.6%	2,557	1.9%	265.6%
Large Print	2,288	1.1%	1,432	1.0%	59.8%
Books in Other Languages	203	0.1%	34	0.0%	497.1%
Total Fiction	54,406	26.5%	28,627	20.8%	90.1%
Express/Nonfiction	322	0.2%	105	0.1%	206.7%
Large Print Nonfiction	336	0.2%	134	0.1%	150.7%
000 - General/Computers	770	0.4%	351	0.3%	119.4%
100 - Psychology/Philosophy	2,760	1.3%	1,284	0.9%	115.0%
200 - Religion	1,356	0.7%	792	0.6%	71.2%
300 - Social Sciences	5,145	2.5%	2,925	2.1%	75.9%
400 - Language	389	0.2%	127	0.1%	206.3%
500 - Science	1,828	0.9%	924	0.7%	97.8%
600 - Applied Technology	9,126	4.4%	4,883	3.6%	86.9%
700 - Art & Recreation	5,061	2.5%	2,391	1.7%	111.7%
800 - Literature	2,269	1.1%	1,524	1.1%	48.9%
900 - History & Travel	4,249	2.1%	2,626	1.9%	61.8%
Biography	2,020	1.0%	1,610	1.2%	25.5%
Total Nonfiction: Adult & Young Adult	35,631	17.4%	19,676	14.3%	81.1%
Magazines	1,608	0.8%	104	0.1%	1446.2%
Total Miscellaneous	1,608	0.8%	104	0.1%	1446.2%
Total Adult Print	91,645	44.6%	48,407	35.3%	89.3%
Art to Go	326	0.2%	168	0.1%	94.0%
DVD (Movies/TV)	34,990	17.0%	12,507	9.1%	179.8%
Express/DVD	1	0.0%	244	0.2%	-99.6%
Nonfiction DVD	2,112	1.0%	1,064	0.8%	98.5%
Fiction on Disc	1,545	0.8%	702	0.5%	120.1%
Nonfiction on CD	612	0.3%	339	0.2%	80.5%
Compact Disc (Music)	6,066	3.0%	2,057	1.5%	194.9%
Young Adult Video Games	1,828	0.9%	404	0.3%	352.5%
Circulating Equipment	251	0.1%	98	0.1%	156.1%
Discovery Kits	0	0.0%	15	0.0%	-100.0%
Total Nonprint	47,731	23.3%	17,598	12.8%	171.2%

FY22 Circulation by Type & Format

3 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Adult E-Audio # Downloads	23,639	11.5%	21,935	16.0%	7.8%
Adult E-Book # Downloads	24,650	12.0%	29,034	21.1%	-15.1%
Adult E-Magazines	2,843	1.4%	5,768	4.2%	-50.7%
Adult E-Music # Downloads/Local Music Project	24	0.0%	11	0.0%	118.2%
Adult E-Newspapers	2,723	1.3%	2,944	2.1%	-7.5%
Adult E-Video Streaming: Library Channel	12,001	5.8%	11,617	8.5%	3.3%
Total Adult E-Downloads	65,880	32.1%	71,309	51.9%	-7.6%
Total Adult Circulation	205,256	100.0%	137,314	100.0%	49.5%

Children's Materials

Fiction	19,046	16.3%	8,162	17.8%	133.3%
Comics	15,443	13.2%	3,162	6.9%	388.4%
Holiday	2	0.0%	425	0.9%	-99.5%
jLarge Print Fiction	283	0.2%	85	0.2%	232.9%
Picture: Big, Board, Easy	34,417	29.4%	11,559	25.2%	197.8%
Readers	14,551	12.4%	3,301	7.2%	340.8%
Nonfiction & Biography	13,219	11.3%	4,769	10.4%	177.2%
jLarge Print Nonfiction	10	0.0%	4	0.0%	150.0%
Total Children's Print	96,971	83.0%	31,467	68.6%	208.2%

Video/DVD/Blu-Ray	8,490	7.3%	2,036	4.4%	317.0%
Books on Disc	529	0.5%	232	0.5%	128.0%
Read-Along set	2,274	1.9%	113	0.2%	1912.4%
Children's Music	384	0.3%	109	0.2%	252.3%
Children's Video Games	382	0.3%	105	0.2%	263.8%
Read with Me Kits	153	0.1%	50	0.1%	206.0%
Games & Toys	290	0.2%	113	0.2%	156.6%
jDiscovery Kits	19	0.0%	11	0.0%	72.7%
Total Children's Nonprint	12,521	10.7%	2,769	6.0%	352.2%

j E-Audio # Downloads	2,594	2.2%	3,007	6.6%	-13.7%
j E-Book # Downloads	4,809	4.1%	8,637	18.8%	-44.3%
Total Children's E-Downloads	7,403	8.3%	11,644	28.8%	-36.4%
Total Children's	116,895	100.0%	45,880	100.0%	154.8%

All Circulation by Type/Format

All Fiction	89,180	27.6%	40,461	22.0%	120.4%
All Nonfiction and Biography	48,860	15.1%	24,449	13.3%	99.8%
Picture books & Readers	48,968	15.2%	14,860	8.1%	229.5%
Magazines	1,608	0.5%	104	0.1%	1446.2%
Total Print	188,616	58.4%	79,874	43.5%	136.1%

FY22 Circulation by Type & Format

3 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Toys	290	0.1%	113	0.1%	156.6%
Art	326	0.1%	168	0.1%	94.0%
DVD (Fiction, Nonfiction, & Express)	45,593	14.1%	15,851	8.6%	187.6%
CD (Music)	6,450	2.0%	2,166	1.2%	197.8%
Books on CD (Fiction & Nonfiction)	2,686	0.8%	1,273	0.7%	111.0%
Read-Along Set	2,274	0.7%	113	0.1%	1912.4%
Video Games	2,210	0.7%	509	0.3%	334.2%
Read with Me Kits	153	0.0%	50	0.0%	206.0%
Discovery Kits	19	0.0%	26	0.0%	-26.9%
Circulating Equipment	251	0.1%	98	0.1%	156.1%
Total Nonprint	60,252	18.7%	20,367	11.1%	195.8%
Total E-Downloads	73,283	22.7%	82,953	45.2%	-11.7%
Total In House/Undefined	811	0.3%	406	0.2%	99.8%
Total Adult Materials (including e items)	205,256	63.6%	137,314	74.8%	49.5%
Total Children's (including e items)	116,895	36.2%	45,880	25.0%	154.8%
Grand Total (Adult + Children's + Undefined)	322,962	100.0%	183,600	100.0%	75.91%



Materials Added Report

FY22 1st Quarter

ADULT MATERIALS	New Titles	Added Copies	Total Added	Gifts	WD	%Gifts	%New
TOTAL FICTION	1046	962	2008	4	2940	0.2	52.1
Fiction	805	803	1608	4	2736	0.2	50.1
Fiction Express	0	96	96	0	5	0.0	0.0
Large Print Fiction	54	11	65	0	34	0.0	83.1
Young Adult Fiction	187	52	239	0	165	0.0	78.2
TOTAL COMICS	63	148	211	0	89	0.0	29.9
TOTAL NONFICTION	1089	497	1586	2	571	0.1	68.7
Nonfiction	1061	418	1479	2	557	0.1	71.7
Nonfiction Express	1	75	76	0	2	0.0	1.3
Large Print Nonfiction	27	1	28	0	7	0.0	96.4
Reference	0	3	3	0	5	0.0	0.0
BOOKS IN OTHER LANGUAGES	0	0	0	0	1	0.0	0.0
MAGAZINES	3	0	3	0	0	0.0	100.0
TOTAL PRINT	2201	1607	3808	6	3601	0.2	57.8
TOTAL AUDIO	33	9	42	0	79	0.0	78.6
Music Compact disc	28	9	37	0	74	0.0	75.7
Fiction on disc	2	0	2	0	2	0.0	100.0
Nonfiction On Disc	3	0	3	0	3	0.0	100.0
TOTAL VIDEO	164	152	316	0	886	0.0	51.9
DVD Movie	98	87	185	0	464	0.0	53.0
DVD TV	34	60	94	0	381	0.0	36.2
DVD Nonfiction	32	5	37	0	31	0.0	86.5
DVD Express	0	0	0	0	10	0.0	0.0

ART	0	0	0	0	4	0.0	0.0
BOOK CLUB KITS	0	0	0	0	1	0.0	0.0
YA VIDEO GAMES	3	4	7	0	31	0.0	42.9
CIRCULATING EQUIPMENT	0	4	4	0	6	0.0	0.0
DISCOVERY KITS	0	0	0	0	0	0.0	0.0
TOTAL NONPRINT	200	169	369	0	1007	0.0	54.2

eAUDIO	520	529	1049	0	0	0.0	49.6
eBOOKS	918	316	1234	0	111	0.0	74.4
eMUSIC	0	0	0	0	0	0.0	0.0
eMAGAZINES	0	0	0	0	0	0.0	0.0
ONLINE REFERENCE	0	0	0	0	3	0.0	0.0
DIGITAL VIDEOS	6	0	6	0	0	0.0	100.0
TOTAL DIGITAL	1444	845	2289	0	114	0.0	63.1

TOTAL ADULT	3845	2621	6466	6	4722	0.0	59.5
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CHILDREN'S MATERIALS	New Titles	Added Copies	Total Added	Gifts	WD	%Gifts	%New
jEASY	438	519	957	2	495	0.2	45.8
jBoard Books	51	70	121	0	197	0.0	42.1
jE	325	361	686	2	180	0.3	47.4
jReader	62	88	150	0	65	0.0	41.3
jHoliday ¹	0	0	0	0	53	0.0	0.0
jBig Book	0	0	0	0	0	0.0	0.0
jFICTION	251	213	464	0	258	0.0	54.1
jCOMICS	66	356	422	0	210	0.0	15.6

¹ Collection reclassified to jNonfiction; collection designation retired in FY21.

jNONFICTION	182	90	272	0	173	0.0	66.9
jLARGE PRINT	0	1	1	0	0	0.0	0.0
jPROGRAM COLLECTION	15	26	41	0	0	0.0	36.6

TOTAL jPRINT	952	1205	2157	2	1136	0.1	44.1
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jAUDIO	9	1	10	0	17	0.0	90.0
jCompact disc	0	1	1	0	10	0.0	0.0
jRead Along Set	9	0	9	0	6	0.0	100.0
jBooks on Disc	0	0	0	0	1	0.0	0.0
jDVD	16	31	47	0	67	0.0	34.0
jTOYS	1	0	1	0	5	0.0	100.0
STORYTIME KITS	0	0	0	0	0	0.0	0.0
jDISCOVERY KITS	0	0	0	0	0	0.0	0.0
jVIDEO GAMES	0	0	0	0	16	0.0	0.0

TOTAL jNONPRINT	26	32	58	0	105	0.0	44.8
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jeAUDIO	40	2	42	0	0	0.0	95.2
jeBOOKS	170	2	172	0	0	0.0	98.8
jeMAGAZINES	0	0	0	0	0	0.0	0.0

TOTAL jDIGITAL	210	4	214	0	0	0.0	98.1
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TOTAL JUVENILE	1188	1241	2429	2	1241	0.0	48.9
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TOTAL ADDED	5033	3862	8895	8	5963	0.0	56.6
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103 Membership in Community and Professional Organizations Policy

Proposal:

A routine, three-year review of the Membership in Community and Professional Organizations Policy.

Issues: The purpose of the Membership in Community and Professional Organizations Policy is to guide the investment of resources which strengthen the Library's role in and knowledge of the community and provide important continuing education and networking opportunities for trustees and staff. Routine review of this policy enables Library trustees and staff to provide updates and to determine if current policy fulfills the Iowa City Public Library's mission.

Staff Recommendations:

1. Replace Iowa City Area Chamber of Commerce in 103.2 with Iowa City Area Business Partnership as it is the current name of the institution serving this role in the community.

Action: Review and adopt as recommended.

Prepared by: Sam Helmick



103 Membership in Community and Professional Organizations

103.1 The purpose of maintaining memberships in community and professional organizations is to strengthen the Library's role in and knowledge of the community and to provide important continuing education and networking opportunities for trustees and staff.

103.2 The Library will maintain institutional membership in groups such as the ~~Iowa City Area Chamber of Commerce~~ **Iowa City Area Business Partnership** and in professional groups such as the Association of Bookmobile and Outreach Services.

103.3 The Library will pay annual dues of the Iowa Library Association (ILA) and Trustee subdivision for all trustees, and of the Iowa Library Association and one subdivision for any permanent employee who requests reimbursement.

103.4 The Library will pay annual basic membership in the American Library Association (ALA) for any trustee who requests it and one half of basic membership, plus one subdivision to any permanent employee who requests reimbursement. Employees may be asked to provide journals they receive through subdivision membership to the Library.

103.5 The director may approve in full or part membership in other professional or community organizations that provide continuing education and networking opportunities to library staff.

103.6 The Library will pay membership in one local service club for the director and up to three other library employees designated by the director.

Adopted: 6/27/85
Revised: 12/18/97
Revised: 12/21/00
Revised: 12/15/05
Revised: 12/18/08
Revised: 12/15/11
Revised: 7/23/15
Revised: 11/15/18
Reviewed: 10/11/21



TO: Library Board of Trustees
FROM: Candice Smith
DATE: September 23, 2021
RE: Art Advisory Committee

After a hiatus of two years, the Art Advisory Committee is ready to get back into action! There are three new applicants that I am very pleased to recommend. These terms would expire in 2024.

Dana Noble (BA in Art Education, MA in Fine Art) has worked in metal art for 30 years, has exhibited in galleries and at festivals, and has an active website that she sells her works through. Additionally, she was an adjunct instructor at Kirkwood for over 10 years. She is active in the community, especially with immigrants in the Corridor area, helping them to learn and improve their English language skills.

Melinda Weinstein (BA in English, Ph.D. in Literature) is a retired Associate Professor of Literature & Art History, and has a strong history of working in the humanities. She is also an artist, working with acrylics. In her application, she tells of first coming to Iowa City to attend a Summer Writing Festival workshop, and falling in love with our city. She is eager to give back to our community and interact with like-minded citizens!

Patricia Gimenez (MA in Art History) is the Director of the Art Library at the University of Iowa. Previous to this position, she was at the Rhode Island College of Art and Design, where she was able to work as judge and project manager of art competitions—she brings both experience with and enthusiasm for the rewarding work of the Committee!

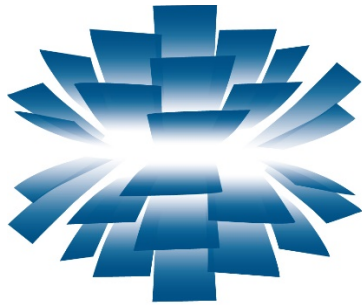
These candidates bring a wide variety of knowledge and experience to the Committee. Additionally, they are all passionate about the role that art plays in people's lives, in a multitude of ways. Two of them come from outside our immediate geographical area, and could bring new insight. They are all committed to participating in, and bettering, the communities that they live and work in, and I believe that they will bring informed opinions and good energy to the Committee. I am hopeful you agree, and will approve my recommendation of them.

Respectfully yours,

Candice Smith

Current Art Advisory Committee members:

Lizzie Ginsberg (Appointed April 2019 -- Term ending April 2022)
Deanne Wortmann (Appointed April 2020 -- Term ending April 2023)
Lorie Reins-Schweer (Appointed April 2021 -- Term ending April 2024, second term)



IOWA CITY PUBLIC LIBRARY

123 S. Linn St. • Iowa City, IA 52240

DIRECTOR Elsworth Carman • PHONE 319-356-5200 • FAX 319-356-5494 • icpl.org

To: Library Board of Trustees
From: Elsworth Carman
Date: October 28, 2021
Re: Strategic Plan: FY22 Quarter 1 Update

At the August 2021 Board meeting, we discussed adding a quarterly update to the established strategic plan review schedule. As a reminder, we formerly provided two updates a year (one in or around July and one in or around December). Moving forward, we will add two additional updates, one in (or around) October and one in (or around) April. These quarterly updates will focus on in-progress or new achievements we would like to draw the Board's attention to, and will serve to highlight a few things rather than give a comprehensive update to all active objectives, goals, and tactics. Please find the most recent six-month update (from the August 2021 packet) attached for reference.

Goal 1: Recovery and Renewal following the COVID-19 Closure

Objective 1: Reimagine ICPL in the community

Update: Increased bookmobile activity by 20% by adding Fridays to regular schedule

The ICPL Bookmobile formerly operated on a Monday-Thursday daytime schedule, with the exception of specially scheduled community events (festivals, parades, etc.). After evaluating the community reach of the Bookmobile, the schedule has been extended to include Fridays, which allows for several new stops in lesser-served areas of the community. This change was made without increasing staff, and the effects of the additional service hours have an impact across the library, which is being evaluated along with the benefits of expanded services. Community response has been very positive.

Full Bookmobile schedule can be viewed here: <https://www.icpl.org/services/bookmobile>

Goal 2: Focus on Community Aspirations

Objective 1: By FY2022, dedicate at least 30% of resources allocated to programming, outreach, and collections to services for and with BIPOC.

Update: Completed additional collection diversity audit with Ingram; in process of assessing and analyzing results

Worked with Ingram to perform a diversity audit of the library's print collection. Currently working on comparing Ingram findings to those of the in-house audit completed last year. Project funded through NOBU.

Update: Established weekly in-person and streaming bilingual Storytimes in Chinese and Spanish

Two new Storytimes have been developed for young patrons and their caretakers. Each week, bilingual Spanish/English and Chinese/English Storytime sessions are presented by Children's Room staff. These—and all other Storytime—offerings are live streamed, so they can be enjoyed remotely, and are also open to the public for onsite attendance. To do this in a way that reflects COVID-19 best practices, and will (when/as needed) limit the number of onsite attendees, practice social distancing, and everyone over age two wears masks. We offer the programs in Room A, our largest meeting space, to accommodate as many groups as safely possible. For more information, please visit <https://www.icpl.org/events/38827/spanish-bilingual-storytime> and <https://www.icpl.org/events/39572/chinese-bilingual-storytime>

Goal 3: Resource Management

Objective 4: Make choices informed by data, evidence, and research; practice assessment and evaluation

Update: Extended computer session length for second-floor public access computers

After monitoring computer use through the phases of reopening, access was increased by allowing patrons to use computers for longer sessions each day. Pre-COVID closure, each patron could have one two-hour session per day, with manual extensions (made by staff) possible if computers were available (patron would need to notice their session was ending and approach staff to ask for more time to get an extension). Now, patrons start with a two-hour session that automatically rolls into three one-hour extensions—as long as there are still machines available for use—with no action needed by the patron, resulting in a session length of five hours.

ICPL Strategic Plan One-Year Update

GOAL 1: Recovery and Renewal following the COVID-19 Closure			
Objectives	Tactics	End of Year Report	Point Person/Team
1. Reimagine ICPL in the community: Evaluate the services we offer and the ways we offer them.	Create a schedule for public-facing surveys focused on service delivery as we “reopen” to get direct input from patrons, including online, in-person, and mailed collection tools.	A few online surveys have been done related to library services; more will be developed after all parts of the library building reopen (currently scheduled for the end of August)	EC/SH
	Create a library-wide programming schedule to identify areas of overlap and/or holes in programming.	<p>In progress: Outreach workgroup has populated a community partner spreadsheet that will become baseline for Programming workgroup partnership in FY22.</p> <p>Public Relations team has pivoted focus of monthly meetings to Library programming and the internal collaboration and promotion</p>	EC/AP/JP/SH

		thereof. Programmers now report directly at each assembly.	
	Add ways for patrons to explore the collection from home by building out digital browsing options.	Project completed. Monthly featured collections are listed on the home page of our website. A new “Browse the Shelves” page was introduced in October 2020 providing digital versions of recently returned shelves, new shelf, and a “surprise me” feature. Instructional posts on how to use the catalog as a browsing tool are featured on the new web page.	AM
2. Identify carry-over goals from third and fourth quarters of FY20 strategic plan to FY21 plan; create new timeline for completion.	Plan for changes to availability of compact disc and DVD in marketplace.	Compact disc collections (music and books on disc) are selected through patron suggestion only; the jRead-Along collection was replaced with books containing digital readers. Selectors evaluated Hoopla to offer a digital music option.	AM

		Plans to offer the service in FY22 are in development.	
	Offer an interactive online readers' advisory service.	Project completed. A Staff Picks...for You, a personalized reading service was launched in July. Patrons fill out a form indicating their reading interests and staff will provide recommendations and place holds if preferred.	AM/JP
	Introduce new catalog to the public.	Staff are currently using and relevancy testing the new catalog to provide feedback for improvements and features. Patron testing will begin in Quarter 2 FY22.	BP/AM
	Migrate Digital History Project (DHP) content to new content management system.	Project postponed to FY22.	AM
	Plan and produce the Library's 125 th anniversary celebration.	Committee was formed. Digital library collection being created. Programming, marketing, and fundraising efforts underway.	EC/BP/AM/AP/JP/PM/SH

		<p>New Library Card designs have been approved and ordered.</p> <p>Community wide activities including installation of 40 Pole Banners downtown July-October, and the Big Grove 'Brary Birthday Bash are slated for FY22.</p>	
	Explore circulation support offered away from the Help Desk and expand and/or provide training as needed.	Adult Services, CAS, and Children's Services staff have been providing more extensive patron account support since working remotely in March 2020. RFID pad installed at Info Desk in Q4. Training documents created. More extensive in-person training anticipated in Q2 of FY22.	JP/BP/SH
	Consider extending no fines to all collections.	Board voted to extend fine free through FY22, staff will collect and present quarterly data related to material access and availability.	EC/BP/AM/AP/JP/PM/SH
3. Prioritize public health and safety in designing	Complete a detailed reopening/phases document that identifies benchmarks and	Initial version completed; working version presented at	EC

and delivering library services.	transition information for moving through the phases.	November 2020 Board Meeting and used through FY21. New version, reflective of variants, will be drafted in the coming weeks.	
	Adapt selection and management of collection in response to changing patron demand and needs during pandemic.	Shifted FY21 collection budget to meet patron demand for digital collections; revised print standing order plans; offered new digital collections, including LinkedIn Learning, Creative Bug, and more digital magazines and newspapers. Digital collection use increased by 9.5% in FY21.	AM/JP
	Determine ways to provide low contact printing.	Implemented mobile public printing option to remove unnecessary touching of shared computers. Removed need for cash handling by allowing first 10 pages free.	BP/JP
4. Assess and implement improved internal networks for individual, departmental, and	Purchase Microsoft Teams; provide training to all staff.	Project completed. Staff from all departments are using Teams for multiple projects.	BP
	Try different times and styles for “all staff” meetings.	Scheduled “all staff” Zoom meetings at various times to	EC

group/team communication.		see what worked best for the staff during C19 closure.	
	Develop a task force focused on communication needs of library staff.	Scope documents completed; task force will begin meeting in Q1 of FY22.	EC

GOAL 2: Focus on Community Aspirations

Objectives	Tactics	End of Year Report	Point Person/Team
1. By FY2022, dedicate at least 30% of resources allocated to programming, outreach, and collections to services for and with BIPOC.	Conduct a diversity audit of teen and children's fiction collections.	An audit of the Young Adult Fiction collection was completed; one in jFiction is ongoing. Vendor tools to assist the process were reviewed and the library will contract with Ingram to conduct an audit of all print materials in FY22.	AM
	Introduced the Read Woke Reading Program for all age groups to participate in.	We currently distribute bookmarks, did three online book talks focused on Read Woke, multiple online book lists, and will be awarding prizes this spring to our first round of finishers of this ongoing program.	AP

	Create, develop, and evaluate tools to track resources spent on programming, outreach, and collections for and with BIPOC.	<p>Purchasing infrastructure/project code created to track FY22 expenditures.</p> <p>Departmental-specific strategies for spending developed.</p>	AP/JP/AM/BP/EC
2. Identify and address human resources and employment-related barriers to establishing a workplace that reflects the community.	Update list of posting locations for all positions with special emphasis on nontraditional posting sites in areas around the community.	Expanded our physical and online posting locations for PR Specialist and Coordinator of Administrative Services positions	EC
	Reevaluate balance of professional and volunteer experience and educational accomplishments in candidate selection.	Worked with City HR to craft new language around “relevant experience” in position descriptions and posting language.	EC

3. Establish new ways for the community and library to communicate, including web-based, in-person, and postal mail options.	Implement new ways for patrons to communicate with library staff and administration. Assessment of these tools will continue in FY22.	Introduced virtual readers' advisory option, text access to library director, remote printing, ways to "browse the stacks" virtually, tested welcome desk in library lobby.	EC/SH
4. Create a programming infrastructure for community-led, library-funded programs, with an emphasis on historically underrepresented, marginalized, and historically oppressed populations.	Partner with other community organizations to offer high profile, popular author programs in an accessible, low-barrier format (Local Libraries LIT [Listen, Initiate, Talk]).	Three Local Libraries LIT events were presented.	PM

	Create internal plan for community-led programming series for late FY22/early FY23 focused on amplifying the voices of BIPOC community members.	Conversations with programming staff and supervisors underway.	EC/PM/JP/SH/AP
5. Review select policies, procedures, and practices with community representatives focusing on restorative justice.	Evaluate and modify cataloging practices.	Small staff committee identified specific parts of the children's collection as an initial project. In FY21, major reclassification projects for the holiday, folklore, and fairy tale sections were completed.	AM
	Adopted Juneteenth as a library holiday.	City of Iowa City and AFSCME adopted agreement; Hours of Service (812) and AFSCME contract amended to reflect changes to holidays.	EC

6. Seek alternatives to calling the police for violations of the Library Use Policy.	Use Inservice Day to provide learning opportunities and training related to this goal.	A virtual Inservice Day to discuss this topic was held on February 26, 2021. Pre-recorded videos with community partners and agencies were shared with staff. Brainstorming sessions with staff evaluating the Library Use Policy (809) and Ban and Bar Guidelines were held.	AM/AP
7. Partner with other City departments and community groups to create a comprehensive, sustainable, shared response to behavior issues.	Increase staff presence in partner spaces to build trust and gain knowledge of how the community is engaging around behavior issues.	<p>Partnered with Iowa City School District and Mobile Crisis Unit to offer Inservice Day information videos; successful reception could lead to further conversations with other departments and community groups.</p> <p>Teen Librarian has expanded outreach to new partner sites and is spending time with teens in these spaces.</p>	EC/JP/AP

8. Prioritize access to information and materials related to community priorities like equity, antiracism, and First Amendment rights.	Collaborate with other area libraries to develop a program series featuring writers who champion equity, antiracism, and inclusion.	Local Libraries LIT (listen, initiate, talk) partnership with Coralville, Iowa City, North Liberty and University of Iowa Libraries created. Online presentations by social justice writers held in February and April. Kirkwood Community College Iowa City Library joined the coalition In June.	PM
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GOAL 3: Resource Management			
Objectives	Tactics	End of Year Report	Point Person/Team
1. Meet current and anticipate future community needs with intentionally-collected input from the community, library staff, public librarianship trends, adjacent professional fields, and other sources of inspiration.	Create staff “survey committee” to make regular inquiries about staff morale and needs related to PPE and other protective measures.	Staff committee developed and analyzed three surveys. Responses were integrated in reopening procedures. Additional surveys planned for FY22.	PM/LT

2. Communicate proactively and consistently; maintain transparency in decision-making and process internally and externally.	Hire new CAS Coordinator and PR Specialist; audit current internal and external communication strategies.	New CAS Coordinator hired 9/14/2020; PR Specialist hired 1/6/2021.	EC/SH/BP/AM/AP/JP/BG/PM/KK
	Explore ways of engaging and communicating with library staff during periods of remote work and while transitioning back into the building	Adapted All Staff meeting schedules to better meet staff needs during the COVID-19 closure and early reopening in an attempt to appropriately communicate changes and updates to all employees; this included weekly meetings through most of the summer. Developed departmental phasing plans that emphasized a safe and comfortable return to onsite work.	EC/SH/BP/AM/AP/JP/BG/PM/KK

3. Ensure all ICPL employees, volunteers, and donors are ready to champion the changing work of librarianship; seek and allocate resources to build and maintain readiness and resiliency for staff and volunteers.	Join Urban Libraries Council for increased access to relevant training, education, and networking opportunities for staff and volunteers.	Funding request approved for FY22; membership currently in process.	EC
	Develop infrastructure for staff and volunteer orientation and training	New staff orientation developed; Volunteer job descriptions refreshed and updated.	EC/KK/SH
4. Make choices informed by data, evidence, and research; practice assessment and evaluation.	Include defining measurements for and indicators for success as a step in developing strategic plan goals.	Coordinators are working with departmental staff to develop skills and interest.	EC/LT
	Evaluate online resources database collection performance.	Vendors contacted to obtain access to stats modules. Some decisions already made regarding renewals and purchases of databases. Parameters for analysis being developed.	JP/AM
	Evaluate Reference standing order collections.	Reference standing order list has been checked for currency, cost, duplication, and usage.	JP/AM
5. Perform a building audit to determine whether spaces are compatible	Submitted CIP requests for full environmental and space use studies.	Tentatively scheduled for FY2025.	EC

with current and changing needs.			
	Analyze second floor study room availability.	Based on data prior to COVID-19, expansion may be warranted. Potential for additional space by using staff workspace outside of Board Room under consideration. Continue to analyze in FY22 with reopening.	JP
	Assess storm shelter needs for patrons and staff	A socially distanced storm shelter plan was created and implemented while social distancing was recommended by the CDC and local public health agencies. We are currently using our pre-COVID safety plans, since City buildings have reopened.	EC
6. Proactively maintain an efficient, functional, clean building and take pride in our physical spaces.	Adjust cleaning schedules to reflect best practices related to management of COVID-19 transmission	Cleaning schedules continually assessed by Facilities management; adjusted as needed.	BG

	Schedule and complete painting and repair projects during building closure to minimize impact on library patrons.	Significant portions of the interior have been deep cleaned and painted ahead of schedule.	BG
	Evaluated furniture, shelving, and general library tools, repaired and replaced as necessary	Replaced end-of-life book carts, children's computer desks, couches, outreach carts, etc. Ordered standing desks for staff to use at individual workstations.	BG/KK



Memo: Fines and Free Data Reporting
Department: Community and Access Services
Prepared by: Sam Helmick

SUMMARY

At the July 2021 Library Board of Trustees meeting, Director Carman provided an update to fines and fees data for Board review and discussion. Staff recommended extending the current library-wide fine free model through June 30, 2022. Carol Kirsch made the motion to approve the model as written. Tom Rocklin seconded. The motion carried on a recorded vote.

During that meeting, the continued collection of data related to effects of the provisional all-collections Fine Free Policy, while actively engaging with City management around aspirations to implement this policy at the beginning of FY23 was set as a FY22 goal. The Board requested data regarding three specific questions.

1. Will a library-wide fine free model result in longer loan times?

Data precision regarding loan times is difficult to ascertain. There are two ways to demonstrate the length an item was checked out through the Internal Library System (ILS) Sierra. The OUT DATE and LAST CHECK IN DATE are stored in each library item's record. If the OUT DATE is greater than the LAST CHECK IN DATE staff can establish the difference and determine influence on loan times.

However, for a library item to be used in that data collection, it has to have been checked out in the range staff chooses to review, returned at some point, and not check out since that point (otherwise the most recent OUT DATE and LAST CHECK IN DATE override that former data).

Additionally, comparing recent review periods is challenging due to the Library's negotiation of vastly different service models due to the global pandemic, enhancement to access through longer circulation periods during the curbside service model, extension of the holds limit per patron, and implementation of automatic renewals within the last eighteen months.

2. Will a library-wide fine free model result in a lower rate of return?

Comparing what has been billed as unreturned to patrons in the first quarter of this fiscal year with the previous two years could provide a glimpse into the library-wide fine free model's effect on return rates. These statistics have been tracked and will be pulled at the six-month mark of this fiscal year for comparison.

However, what is captured will be distorted due to the safety protocols made during much of the pandemic recovery service phases. Patrons were encouraged to not return items for several months in order to flatten the curve and limit community spread of the virus. Returning to a traditional circulation model with shorter loan periods significantly impacted the amount of bills created in the previous fiscal year as patrons slowly pivoted to the previous library use model.

3. Will a library-wide fine free model change the work of Collections Services?

Collection Services has always monitored different collection use information and these tools remain relevant in adapting to a fine-free model. For missing and overdue items, we run monthly lists at a variety of due date intervals. Selectors review these lists to determine if repurchasing is warranted. We also run a weekly high-holds list to see if extra copies are needed to fulfill demand. As our circulation stabilizes from the effects of the pandemic, we will work to determine if changes to these processes are needed in terms of time and repurchasing parameters.

NEXT STEPS

The Collections Services Department and Community and Access Services Department will continue to gather relevant data to inform these questions from the Library Board of Trustees while providing additional context in relation to changing circulation parameters.

Director Carman will continue to engage City management around aspirations to implement this policy.

Library leadership are in contact with surrounding libraries which have gone Fine Free to determine if loan length, return rate, and Collections work have been reshaped and how these libraries approach their data collection to determine such effects. These libraries include, Des Moines Public Library for childrens and teen materials, Cedar Rapids Public Library, Ames Public Library, and North Liberty Public Library. Leadership will report on information provided by these institutions to the Library Board of Trustees.



Memo: House Files 389 - Elimination of Class D-1 and D-2 Chauffeur's License Endorsements

Department: Community and Access Services

Prepared by: Sam Helmick

SUMMARY

On August 20, 2021, Iowa House File 389 amended the definition of “chauffeur” in Iowa Code chapter 321 to no longer include someone who operates a truck tractor, road tractor, or motor truck with a gross vehicle weight rating (GVWR) exceeding 16,000 pounds, and to clarify that paid or volunteer firefighters, ambulance drivers, or rescue squad attendants are not subject to chauffeur licensing requirements.

Currently, the requirement of a valid Iowa Chauffeur’s license with Class D endorsement to be obtained within three months of hire is a job description expectation for eight Iowa City Public Library positions. However, this endorsement no longer exists and eliminates the need for Bookmobile staff to obtain chauffeur class D-1 and D-2 licenses as they are no longer issued by the DOT. The first issuance of this bill became effective on July 1, 2021 and converted current D-1 or D-2 licenses to a class C noncommercial license. Class C non commercial is the license of most driving Iowans. One may drive cars, pickups and trucks whose gross vehicle weight is 26,000 pounds or less.

NEXT STEPS

Community and Access Services Coordinator, Sam Helmick, has connected with City of Iowa City Equipment Superintendent, Dan Stiegel, and Resource Management Superintendent, Jennifer Jordan, to determine if licensure and training changes have been made in other City departments as a result of this legislation.

The Leadership Team will review options related to this House File. Next steps include:

- learn from City of Iowa City peers on new praxis
- review who can and will serve on the Bookmobile in the future
- develop a rigorous onboarding and training process for future Bookmobile staff
- update affected job descriptions to match the new standards
- evaluate increasing Bookmobile staff for more comprehensive coverage and service

Motor Vehicle Division Information Memo # 21-20
2021 Legislation – Elimination of Class D-1 and D-2 chauffeur’s license endorsements – revised 8.20.21

DATE: August 20, 2021

FROM: MVD Policy & Compliance team

TO: All Motor Vehicle Division staff, Iowa County Treasurers and County Treasurer’s staff that issue driver’s licenses and nonoperator’s identification cards.

SUBJECT

This informational memo explains legislation enacted during the 2021 legislative session which effectively eliminated the class D-1 and D-2 chauffeur’s licenses and is most applicable for staff that issue or provide information to customers with Class D-1 or D-2 chauffeur’s driver’s licenses.

SUMMARY

House File 389 amended the definition of “chauffeur” in Iowa Code chapter 321 to no longer include someone who operates a truck tractor, road tractor, or motor truck with a gross vehicle weight rating (GVWR) exceeding 16,000 pounds, and to clarify that paid or volunteer firefighters, ambulance drivers, or rescue squad attendants are not subject to chauffeur licensing requirements.

In effect, this change eliminates the need for anyone to obtain chauffeur class D-1 and D-2 licenses currently issued by the DOT. A noncommercial class C license will now be sufficient to operate CDL-exempt truck-tractor semitrailer combination vehicles for farm work and large non-commercial straight trucks (26,000 pounds GVWR or less).

The impetus behind this change was twofold. First, it was recognized that the class D-2 requirement creates unnecessary barriers for businesses and employees such as moving companies using vehicles weighing between 16,001 and 26,000 pounds, which aren’t subject to federal commercial driver’s license (CDL) requirements. Several states (including neighboring states) do not require similar licensing for the same type of truck operation and do not recognize Iowa’s class D-2 chauffeur’s license. Second, the class D-1 license currently has a very narrow applicability because it is only required to be held by a farmer or farmer’s hired help when operating a CDL-exempt truck-tractor semitrailer combination vehicle for farm purposes more than 100 miles from their farmland. The D-1 chauffeur license requirement had already been reduced during the 2020 legislative session, when a bill was passed that eliminated the D-1 requirement for farmers and a farmer’s hired help when driving the truck-tractor for farming purposes *within* 100 miles of the farm (see IM 20-19 for more information on the 2020 bill), so this new change simply eliminates the very small remaining uses for the D-1 license.

The legislation is effective July 1, 2021.

LINK TO LEGISLATION

<https://www.legis.iowa.gov/docs/publications/LGE/89/HF389.pdf>

CURRENT

Currently, there are three types of class D chauffeur's licenses, indicated by the type of endorsement added to the base class D license: endorsement 1, 2, or 3.

- A class D-1 license allows a farmer or farmer's hired help to operate a CDL-exempt tractor semitrailer combination more than 100 miles from their farmland. Within 100 miles, only a class C noncommercial license is needed.
- A class D-2 license allows a person who is not a farmer or farmer's hired help to operate a single unit vehicle (e.g., straight truck) between 16,000 and 26,000 pounds GVWR (federal CDL requirements apply at 26,001 pounds GVWR). A farmer or farmer's hired help is exempt from this requirement and needs only a class C noncommercial license.
- A class D-3 license allows a person to operate a motor vehicle to transport up to 15 persons including the driver for wages, compensation, or hire.

NEW

As of July 1, 2021, there is no longer a requirement for a farmer or farmer's hired help to hold a D-1 license to operate a CDL-exempt tractor semitrailer combination more than 100 miles from their farmland. There is also no longer a requirement for anyone to hold a class D-2 license to operate a single unit vehicle (e.g., straight truck) between 16,000 and 26,000 pounds GVWR.

In other words, because of this legislation and the existing federal CDL covered-farm vehicle exemption, a farmer or farmer's hired help can operate a CDL-exempt tractor semitrailer combination vehicle anywhere in Iowa (or within 150 air miles of the farm, if out-of-state) with a class C noncommercial license. Additionally, a person with a class C noncommercial license can operate a straight truck with a GVWR of 26,000 pounds or less. Put another way, the class C noncommercial now covers all vehicle operation previously requiring a D-1 or D-2 license.

There is no change to the chauffeur's license with endorsement 3. A person still needs a D-3 chauffeur's license if they are operating a motor vehicle to transport 15 or fewer persons (including the driver) for wages, compensation, or hire, and do not meet one of the exemptions in 321.1(8), such as a firefighter, ambulance attendant, Department of Corrections employee transferring inmates, Iowa Veterans Home employee transferring patients, etc.

BUSINESS IMPACT

This legislation does not require DOT or county staff who issue licenses to perform any new actions, and our process for issuing D-3 licenses is not changing. Instead, we will simply no longer issue D-1 and D-2 licenses. When a customer comes in to renew an existing D-1 or D-2 license, you should explain to them that we no longer issue those licenses because a noncommercial class C license is sufficient to operate vehicles that formerly required a class D-1 or D-2 license. We will be updating our website, publications, and internal manuals accordingly.

QUESTIONS AND ANSWERS

The following questions and answers provide additional information to you and to customers.

WILL EXISTING D-1 AND D-2 LICENSES REMAIN VALID?

Yes, any currently issued class D-1 or D-2 license remains valid for operating any vehicle that can be operated with a class C noncommercial license, including vehicles that formerly required a D-1 or D-2 license. This new law does not invalidate existing D-1 and D-2 licenses, rather, it simply eliminated the requirement to hold a D-1 or D-2 license for certain vehicle operation.

WHAT TYPES OF CHAUFFEURS LICENSES WILL WE ISSUE NOW?

With this new law change, the only remaining chauffeur license will be the Class D with endorsement 3 (D-3) license.

WILL CUSTOMERS RENEWING A CLASS D LICENSE ELECTRONICALLY BE AUTOMATICALLY CONVERTED TO A CLASS C?

Yes.

WILL ARTS BE REPROGRAMMED TO PREVENT ISSUANCE OF A D-1 OR D-2 LICENSE?

Yes, beginning July 1, 2021, when a customer comes in to renew a D-1 or D-2 credential, ARTS will remove the D-1 or D-2 license type and make it blank, and issuance staff will be required to select Operator for the license class. It is still very important to let the customer know about the conversion so they understand they will still be able to operate vehicles previously requiring a D-1 or D-2 license, or in case they desire to obtain a D-3 license or test for a different class license.

IF A CUSTOMER COMES IN FOR A DUPLICATE OR REINSTATEMENT PRIOR TO THEIR NORMAL RENEWAL, WILL WE CONVERT THEIR LICENSE AT THAT TIME?

Yes. The first issuance for a customer after this bill becomes effective on July 1, 2021 should convert the customer from their current D-1 or D-2 to a class C noncommercial.

WILL WE BE ISSUING REFUNDS IF A CUSTOMER CONVERTS THEIR D-1 OR D-2 PRIOR TO THEIR NORMAL RENEWAL?

No. This legislation is effective on a going-forward-basis, and we will not issue refunds if a customer with a D-1 or D-2 converts to a class C license prior to their normal renewal period. This is because the customer was charged appropriately at the time of issuance and the legislation did not provide for any sort of refund or retroactive applicability.

WILL FIREFIGHTERS OR AMBULANCE/EMS DRIVERS BE REQUIRED TO OBTAIN A D-3 LICENSE?

No, firefighters and ambulance or EMS drivers, both paid and volunteer, are exempt from the remaining chauffeur requirement and need only a class C noncommercial license to operate a firetruck or ambulance weighing 26,000 pounds GVWR or less. This is because the new law specifically exempts them from being subject to chauffeur's license requirements, even if they would otherwise be required to obtain a D-3 license by virtue of transporting passengers for compensation.

DOES THIS LAW CHANGE ALLOW A MINOR TO DRIVE A TRUCK-TRACTOR SEMITRAILER OR A LARGE STRAIGHT TRUCK?

It depends on the type of the license that the minor holds. Minors (or persons of any age) with an operator's instruction permit are prohibited from using the permit to operate a commercial motor vehicle or any vehicle with a GVWR of 16,001 pounds or more.

For minors using a minor's school license (MSL) issued under Iowa Code section 321.194, that section was amended separately by the legislature in the MSL for farm work bill (SF 231) to prohibit a minor from operating a vehicle with more than two axles or any vehicle towing another vehicle while using the license for any permitted purpose (farm work, school, or extracurricular activities). Therefore, the minor is prohibited from driving all triple axle vehicles and most large noncommercial trucks on an MSL. However, due to the elimination of the D-2 license requirement, some larger straight trucks that now require only a class C license to operate may be driven by MSL holders for any permitted purposes.

For minors with an intermediate or full license issued under Iowa Code section 321.180B, that code section was not amended by the legislature to similarly prohibit those license holders from operating a vehicle with more than two axles or any vehicle towing another vehicle. Therefore, a minor with an intermediate or full license is can operate any vehicle that needs only a class C noncommercial license, and is not prohibited from operating vehicles that previously required a D-1 or D-2 license. However, it is important to keep in mind that vehicles that previously required the D-1 license are still subject to the limitations of the federal covered farm vehicle exemption, namely, the minor must be an employee or family member of a farmer, transporting only agricultural commodities, livestock, machinery or supplies to or from a farm, operating a vehicle that is not used for hire, and if the vehicle's GVWR exceeds 26,000 pounds they are limited to traveling within the state of registration or out of state within a 150 air mile radius (see [49 CFR 390](#) for information on the covered farm vehicle exemption).

House File 389 - Enrolled

House File 389

AN ACT

RELATING TO CHAUFFEURS AND EXEMPTING CERTAIN PERSONS FROM THE
REQUIREMENT TO BE LICENSED AS A CHAUFFEUR.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

Section 1. Section 321.1, subsection 8, unnumbered
paragraph 1, Code 2021, is amended to read as follows:

"*Chauffeur*" means a person who operates a motor vehicle,
including a school bus, in the transportation of persons for
wages, compensation, or hire, ~~or a person who operates a truck
tractor, road tractor, or a motor truck which has a gross
vehicle weight rating exceeding sixteen thousand pounds.~~

Sec. 2. Section 321.1, subsection 8, paragraph b, Code 2021,
is amended by striking the paragraph and inserting in lieu
thereof the following:

b. A fire fighter is not a chauffeur when operating a fire
apparatus.

Sec. 3. Section 321.1, subsection 8, Code 2021, is amended
by adding the following new paragraph:

NEW PARAGRAPH. *0c.* An ambulance or rescue squad attendant is not a chauffeur when operating an ambulance or rescue squad apparatus.

PAT GRASSLEY
Speaker of the House

JAKE CHAPMAN
President of the Senate

I hereby certify that this bill originated in the House and is known as House File 389, Eighty-ninth General Assembly.

MEGHAN NELSON
Chief Clerk of the House

Approved _____, 2021

KIM REYNOLDS
Governor

Director's Report: October 2021

Iowa Library Association Conference 2021

The annual Iowa Library Association Conference was held in Des Moines from October 6-8. The theme of the conference was "Other Duties as Assigned." Angie Pilkington, Sam Helmick, and I presented at the event, and Paul Bethke and Heidi Kuchta attended the full conference. Heidi also participated in the preconference "Not Everyone Can Read That: Accessibility and using Alternative Formats in Your Library," held at the Iowa Department for the Blind on Wednesday, October 6 from 10.00am-3.00pm. Details of staff presentations attached. As always, ILA was a good opportunity to reconnect with local and regional colleagues and learn about library best practices.

Administrative Coordinator Services Position

We posted the Administrative Services Coordinator position on Friday, October 15, and it is scheduled to close November 12. During the interim, the Business Office staff will take on the responsibilities covered by the Administrative Coordinator with support from the library Leadership Team and City HR.

COVID-19 Test Kits Now Available at ICPL

ICPL began offering at-home COVID-19 test kits on Monday, October 11, as part of a Johnson County Public Health initiative to get testing kits out into the community. Most Johnson County public libraries are offering this amenity. Each test comes in small box and includes everything needed to collect and submit a sample for testing. We have placed the kits in a self-serve area near our holds shelving.

Homecoming Parade

IPCL was represented in the annual University of Iowa Homecoming Parade by the Bookmobile, a six-member book cart drill team, and a few staff members walking along with pro-literacy signs. It was a fun night and the crowds responded happily to the library staff and Bookmobile.

Change in Drivers' Licensing Options in Iowa

Effective July 1, 2021, the Iowa Department of Transportation eliminated Class D-1 and D-2 Chauffeur's licenses. Sam Helmick will provide a full report on these changes (and the related HB, but I thought a mention here was relevant, as well. We formerly required all bookmobile drivers to maintain a Chauffeur's license (at the library's expense) but will have to rethink that requirement shortly, as well as redesign training expectations to best align with current community.

Early Voting Satellite Location

ICPL will serve as an early satellite voting location for the November 2 General Election. On Saturday, October 30 (Noon - 6 PM) and Sunday, October 31 (Noon - 4 PM), voting will be available in Meeting Room A.

Natural Gas Price Increase

MidAmerican has communicated an expected 46%-96% increase in the cost of natural gas throughout the upcoming heating season. Since our monthly cost for natural gas is significant, I will work with City Administration to decide whether or not we should plan to do a budget amendment to cover this increase or explore other options.

Respectfully Submitted,

Elsworth Carman



Angela Pilkington

Children's Services Coordinator
Iowa City Public Library

Description

Angela Pilkington has served as the Children's Services Coordinator since June 2015. Angela is responsible for the Children's Room, including outreach to schools and daycares in the community.

Sessions

AIM -Access to Information and Materials- School and Public Library Card Collaboration

October 8, 2021

10:15 AM - 11:05 AM

📍 Salon E

Public Libraries **Marketing & Outreach** **K-12 Libraries** **Library Processes & Services** **Youth Services** **Teen Services**

Getting library cards into the hands of all students can be a challenge. Find out how our public libraries work with the school district to do just that.

Speaker



Angela Pilkington
Children's Services Coordinator, Iowa City Public Library



Elsworth Carman

Director
Iowa City Public Library

Description

Elsworth Carman has been the Director of the Iowa City Public Library since early 2019. With a career-long focus on hospitality, access, and proactive services for traditionally underserved and marginalized populations, he has served in libraries in Ocean County, New Jersey; Washington, DC, Oak Park, IL, and Marion, IA.

Sessions

Library Leaders Connect: sharing stories of success, challenge, and inspiration.

October 7, 2021

4:00 PM - 4:50 PM

📍 Salon E

Library Processes & Services **Public Libraries** **Leadership**

In this session Iowa Library Directors and Managers share their library stories that will help inspire librarians to further their careers and become leaders in local communities.

Speakers



Susan Mesecher (she/her)
Public Library Forum ILA



Elsworth Carman
Director, Iowa City Public Library



Mary Murphy
Library Director, Perry Public Library



Helen Rigdon
Director, Sioux City Public Library



Holly Sealine
Public Services Manager, Ankeny Public Library



Kelly Stern
Library Director, Cedar Falls Public Library



Cheryl Heid
Director, Grimes Public Library



Sam Helmick

Iowa City Public Library

Description

Sam Helmick is the Community & Access Services Coordinator for the Iowa City Public Library. They recently served as the ALA Councilor for the Iowa Chapter, chair of the Iowa Governor's Commission of Libraries and chair of Iowa Library Association's Intellectual Freedom Committee. Currently, they serve on the Intellectual Freedom Committee for ILA, the Freedom to Read Foundation for ALA, and on the Executive Board for the American Library Association.

Sam was a member of the 2019 RUSA Sophie Brody, 2019 GLBTRT Barbara Gittings, and 2018 Michael L. Printz Award committees. As a 2016 ALA Emerging Leader, Sam helped to develop an evergreen calendar of YALSA content and worked on the ALA Public Awareness Committee for the #LibrariesTransform and Library Card Sign-Up Month campaigns. Their book *Mobile Social Marketing for Libraries* is available through Rowman and Littlefield Press.

Sessions

Privacy in Practice

October 8, 2021

10:15 AM - 11:05 AM

📍 Salon C

Library Processes & Services **Academic Libraries** **Public Libraries** **Leadership**

Review of legalities and best practices related to patron confidentiality and privacy in libraries such as circulation records, security cameras, records retention, third-party/vendor data collection, etc.

Speakers



Amanda Vazquez
Assistant Director, Dubuque County Library District



Katelyn Browne
Youth Services Librarian, Rod Library



Darryl Eschete
Library Director, West Des Moines Public Library



Sam Helmick
Iowa City Public Library

The Unhappy Patron: A Choose Your Option Intellectual Freedom Story Game

October 7, 2021

11:10 AM - 12:00 PM

📍 Salon E

Intellectual Freedom **Leadership** **Small Libraries**

Attendees will collaboratively navigate their way through a multi-step, intellectual freedom-related scenario, the outcome of which is contingent upon their choices at various points, akin to a Choose Your Own Adventure (™) story, including collaborative analysis by presenters and attendees as to why some decisions are better than others when considering their work in light of core values of librarianship.

Speakers



Amanda Vazquez
Assistant Director, Dubuque County Library District



Katelyn Browne
Youth Services Librarian, Rod Library



Darryl Eschete
Library Director, West Des Moines Public Library



Sam Helmick
Iowa City Public Library

Children's Services October 2021 Board Report

Angie Pilkington, Children's Services Coordinator

ILA

I was fortunate to be able to attend ILA in person and speak at this year's conference held in Des Moines. I spoke to about 25 librarians about our AIM card program and how other libraries could bring this worthwhile partnership to their community. I was also able to film the session before hand for those librarians who wanted to attend virtually.

In-person Programming

We brought in-person daily storytimes back in September and are very proud to have two brand new bilingual storytime offerings! On Monday's, Raquel Mackay presents Spanish Storytime and on Tuesdays Fang Wang presents Chinese Storytime. Monday-Friday the storytimes are also live on our YouTube channel. Both are showing low attendance, which is good for our in-person safety measures, but I would like to see a boost in our online numbers, but I know parents and children are burnt out with virtual offerings.

Partnerships

Fall has brought back many of our partnerships. We hosted an Intergenerational Storytime with the Iowa City Senior Center, a roller-skating program for tweens and a log cabin storytime with Parks and Rec, three storytimes at Wilson's Orchard, and a tween donut design challenge with Daylight Donuts.

We participated in Hoover Elementary's, Fall Into Reading Festival, by providing resources and a craft. We are also excited to welcome a new partnership with Tamarack School. Students in grades K-6 come into the library 3 days a week to check out books and once a month, do a mini lesson with one of our librarians. Willowind Elementary Kindergarten and 1st graders are also starting to come in monthly to listen to a storytime and check out books.

We continue to watch and listen to local and state guidance for our fall and winter season of programming and outreach. We have adopted a flexible model of programming that can be done outdoors while weather permits us, or virtually if need be. For in-person programming we are aiming to keep attendance low, providing plenty of space for social distancing, and requiring masks.



Collection Services Department Report

Prepared for the October 28, 2021 Meeting of the Iowa City Public Library Board of Trustees
Anne Mangano, Collection Services Coordinator

This summer we applied and were approved for a \$5,000 grant from the American Rescue Plan Act to subsidize the cost of our OverDrive magazine subscriptions.



OverDrive's magazine service is 50% more expensive than the content available through our previous magazine provider, rbDigital (Zinio). rbDigital was purchased by OverDrive last year and has restructured magazine offerings and costs. Iowa City Public Library currently offers OverDrive through a cooperative agreement with the Coralville Public Library and the North Liberty Community Library.

There are significant benefits to the OverDrive version of the service. The first is discoverability. The OverDrive website and more importantly, the Libby app are used most often by ICPL users to access digital content. Now our patrons can find our magazines without downloading and learning to use a separate app. If the patron is familiar with using eBooks and digital audiobooks, they will now see our magazine service.

Title offerings is another bonus. ICPL offered 175 digital magazines through rbDigital. OverDrive offers 3,426 magazine titles, a very significant increase in access to titles from our previous collection. Our new collection has 958 non-English titles in 20 different languages, including 218 titles in Spanish, 191 in French, 106 in Chinese, and 6 in Arabic. These titles significantly increase our ability to reach new patrons in our community.

In FY2021, the demand for digital magazines increased overall by 12 percent at ICPL (22,565). That growth follows a 20% increase in demand in FY2020. The increase coincided with the community's shift to using more digital materials with the pandemic. We also offer a small selection of magazines through [Flipster](#), which is on a separate platform.

A big thank you to Patty McCarthy for all of her hard work in securing this opportunity.

INFORMATION TECHNOLOGY REPORT

(October, 2021) Brent Palmer, IT Coordinator

Catalog

Our new catalog at search.icpl.org will be made available to the general public on October 26th. This is the culmination of years of work. The result is a catalog that we believe provides a better overall user experience, is mobile friendly and very customizable. Note: the December 2020 IT board report provided a more in-depth look at the changes provided in the new version.

The default links to the catalog on our home page will continue to point to our existing vendor-supplied catalog (catpro.icpl.org) for the time being but we will begin promoting the new version so that patrons will can discover and begin using it. Assuming that adoption rates are good and patrons are satisfied with the new version it will become the new default around the beginning of the year. The older version will still be available for some time after that transition.

Hotspot Renewals

This month we are renewing our hotspot accounts, which is somewhat of a painstaking process that involves poring over a spreadsheet of serial numbers trying to figure out the status of each in order to decide whether to renew, cancel or replace devices. The devices are cross-checked against the catalog and the hotspot provider websites. To add to the complication, during the pandemic we were forced to add a second provider to the mix because of supply chain issues.

Background: IT Support for Circulating Equipment

Types of Equipment

ICPL circulates several types of equipment outside of the building: Hotspots, Laptops, Chromebooks, Bundles and some audiovisual equipment. The library started circulating laptops in March of 2016 and hotspots 2017. Patrons can connect to the hotspots with any wireless-enabled device, such as a laptop, tablet, or smartphone. The data is unlimited and not subject to Internet filters. The Windows 10 laptops are installed with roughly the same type of software that is found on the public Internet computers in the building. More recently we have begun replacing the Windows laptops with Chromebooks in the bundles. With the Chromebook patrons can either log into it with their own Google account and install any apps or services they have access to or they can simply use it in guest mode. After being returned, laptops and chromebooks undergo a process that removes any personal data.

Selecting Equipment/Services

One of the delays in initially getting the hotspot lending program started was finding affordable unlimited data plans. We weren't finding options where they were both affordable and provided a way to manage the device activation and deactivation. Mobile Beacon [<https://www.mobilebeacon.org/>] was the one we first discovered and continue to use today because it is a good balance of affordability and features. For the laptops and chromebooks, the challenge in selecting models is mostly navigating the balance between durability and price. Our department helps to procure the audio-visual equipment but otherwise doesn't really support them.

Prepping for circulation

The initial setup for the Windows Laptops involved devising a system for wiping any patron data from the hard drive and returning it to its initial state after it's returned. We decided against using our standard software for this because it is triggered by a restart. Any information that the user has not saved to an external drive would be lost in the case of an accidental reboot.

For the hotspots we do some initial setup where we change the name and password of the wireless service as well as develop some basic user instructions. They are then sent to Technical Services where they are cataloged, packaged and labeled according to a system that they initially devised.

We work with the circulation department to define the procedure that fits their workflow. All the devices require some intervention by the circulation department when items are returned. At the very least they must account for the various

components that are included but in some cases such as the laptops, they must proceed through a series of steps to wipe the device of any personal information.

Management

When hotspots are not returned and go into billed status, circulation notifies us that the service should get turned off. This is done through a hotspot management website. If they are returned, we then request them to be enabled. As mentioned above, we manage renewing data plans annually. The Laptops must be updated periodically which involves a process where they are all put on hold for the IT department and as they are returned get updated and then returned to circulation. This amount of time this takes is significant. In terms of repair, we found that all the hotspot batteries tend to swell and need to be replaced periodically. We have done some light repair on the laptops but are phasing that out in favor of replacement.

User Support

The tech support for the hotspots has been a mixed bag. We do consistently get calls that something isn't working or that it's not connecting. One difficulty with this is determining what device the user has and walking them through resetting it by turning it on and off or even removing the battery. Of course there are many variables such as what the device that the patron is trying to connect to it and the wireless signal at their location. The model of hotspot that is offered changes periodically so we have a mix of devices that we support.

Budget/Funding

Budget for the equipment itself is generally provided by the collections budget. Given the popularity of the circulating equipment and the reduction of circulation of other types of materials, it has not been hard for the collections department to allocate resources toward the equipment. The real cost of the service, however, in the case of the hotspots, are the ongoing data fees. For the laptops, it's the maintenance time and the difficulty in providing remote tech support.

Assessment

Using our standard measurements of hold ratios and general circulation counts, there is no doubt that the service is popular with patrons. We have not yet done a more comprehensive assessment of the overall user satisfaction of the experience, but I think that would be useful.

Other ideas that have been considered are streaming devices that either come pre-loaded with content or pre-configured to stream from a service. For example, the Children's Department has considered "playaway" devices that are loaded with educational and entertainment content. Adult services is evaluating devices that are set up to stream from Hoopla or Kanopy.

October 28, 2021

Welcome Sloane Crosley to Local Libraries LIT

Be ready to laugh out loud and explore diverse experiences during Sloane Crosley's kickoff of the Local Libraries LIT second season.



Everyone's welcome to interact with author Sloane Crosley during this virtual program on Tuesday, November 9 at 7 p.m. Crosley's bestselling essay collection, *I Was Told There'd Be Cake*, was described as "perfectly, relentlessly funny" by David Sedaris. It was also a finalist for the Thurber Prize for American Humor. The New York Times called Crosley, "an incisive observer of human nature." She is widely published in popular media and the author of several bestsellers including *How Did You Get This Number*, *The Clasp*, and *Look Alive Out There*. Crosley is working on *Cult Classic: A Novel*, scheduled for publication in June 2022.

Registration is required for this hour-long program. [Register here](#) beginning October 25. There is no fee for Local Libraries LIT programs. Donations are welcome to support future speaker presentations.

Local Libraries LIT (listen, initiate, talk) is a speaker series created to spark actions to grow communities in which *everyone* can thrive. It was developed by the public libraries in Coralville, Iowa City, and North Liberty with the University of Iowa Libraries, and the Tuesday Agency. Since its inception last year, Local Libraries LIT grew to include the Kirkwood Community College Library, as well as the other Johnson Counties public libraries in Oxford, Solon, Swisher, and Tiffin.

Local Libraries LIT is now a partnership between all of Johnson County's public libraries thanks to a grant awarded by the Community Foundation of Johnson County on October 22. We appreciate the generous support.



Prairie Lights Book Gala on November 14

Shop the Book Gala on Sunday, November 14 for unique books and other gifts during the annual benefit hosted by Prairie Lights Books for the Iowa City Public Library.



The 28th annual Prairie Lights Book Gala on Sunday, November 14 will feature two convenient options to support our favorite independent book store and ICPL at the same time.

- ❖ Shop in-person: 6:30 p.m.-8 p.m. at the iconic store at 15 South Dubuque St in Iowa City. The Iowa City Public Library Friends Foundation will receive a very generous percentage of sales. You can take your purchases with you that evening or opt for free delivery on Thursday, November 18.
- ❖ Shop online 24 hours, from 12:00 a.m. - 11:59 p.m. Curbside pick-up or free delivery to Iowa City/Coralville is available. People ordering from out of town will receive free shipping on orders of \$75 or more. Orders totaling less than \$75 will be sent Media Mail shipping for \$5 for the first book and \$1 for each additional book. ALL online orders must say "Iowa City library sale" in the comments box to benefit the ICPL.

Create your wish list and be ready for the Book Gala in person or online at <https://www.prairielight.com/>

Iowa City's 'pumping heart of literature' sees some pre-pandemic normalcy

After more than a year, Iowa City is returning to the literary scene it was before February 2020. The city is seeing literary staples such as Prairie Lights and the Iowa City Public Library welcome back full capacity for browsing and events such as the Iowa City Book Festival.

Kate Perez, News Reporter

The Iowa City literary community isn't ready to come back in full force.

As Iowa City records 50 to 60 cases of COVID-19 each day, literary hubs are trying to return to pre-pandemic norms while remaining cautious of the health and safety guidelines the city has in place.

Prairie Lights, a book store, cafe, and centerpiece of the Iowa City literature scene since 1978, closed its doors in March along with other staples of the community.



A masked visitor picks out a book at the Iowa City Public Library on Monday, Sept. 27, 2021.

Co-owner of Prairie Lights Jan Weissmiller said she hopes to host more in-person events this spring.

"The conversations that occur daily in the bookstore are of such a high quality because of the attention given to great classic and contemporary literature," Weissmiller said. "It is a great privilege to be in a bookstore in this town where literature is, has been, and will be central."

Prairie Lights currently allows in-person browsing at full capacity, she said. At the beginning of the pandemic, Prairie Lights supplied books for curbside pickup.

Iowa City was officially designated as a UNESCO City of Literature in 2008, becoming the third city in the world to receive the recognition.

Not all places where the Iowa City literary community convenes are moving toward complete normalcy.

The Haunted Bookshop, a bookstore on the east side of Iowa City, has suspended in-person browsing and is only taking online orders due to the rising COVID-19 numbers in Johnson County, co-owner Nialle Sylvan said.

“When we did allow browsing, it was limited. It was one group of people, no more than six at a time. Everybody had to wash their hands, everybody was masked,” Sylvan said. “Ideally, the numbers in Johnson County would start to fall, and we will be able to allow people back in.”

Sylvan said they are constantly brainstorming new ideas of how to welcome people safely to the bookshop by posting pictures of the products and books they process every day. It also offers shipping, curbside pickup, and local home delivery.

Sylvan said the bookshop is not having as much business as it would if it were fully open, so they are having to overcompensate with ideas such as “Surprise Me!” bags.

These bags involve a customer giving Sylvan a budget and a list of topics they are interested in, and then Sylvan fills the bag with products that match the description.

“There’s a magic to browsing a bookstore where you’re looking for a book, you don’t find it, you turn around and you see something you’re like, ‘Oh, what’s that?’ There’s serendipity,” Sylvan said.

Sylvan said they are deeply upset that they can not supply the Iowa City community with books from The Haunted Bookshop with typical in-person shopping.

“The circulation of books in this community is really important to people, and I have had to disappoint so many people who wanted to come in and browse — who wanted to come in and sell books,” Sylvan said.

John Kenyon, director of the Iowa City of Literature, said he is excited to see some events and businesses continue to move forward and have in-person conversations about literature once again.

The Iowa City Public Library is pretty close to the way it was at the beginning of COVID-19 and is excited to have in-person browsing, said Sam Helmick, community and access services coordinator.

Helmick said Iowa City residents can now enjoy the library’s space and use Wi-Fi and private meeting and study rooms.

“We’re probably the closest that I’ve seen to pre-pandemic library services since the start,” Helmick said.

The library is kicking off its family history month in October, Helmick said, which will include bilingual story times, the return of teaching classes, and book clubs. The library also has classes, in-person readings, and the Iowa City Book Festival in October, he said.

Kenyon said he looks forward to unscripted, unplanned interactions in the literary community.

“I’ve watched some lovely readings over the last year and a half that were on Zoom, but you really miss out on that opportunity to turn to someone sitting next to you and have a conversation about what you’ve just heard,” Kenyon said.

Sylvan said they are disappointed to not be a part of the “pumping heart of literature” in Iowa City right now.

“If Iowa City has a heart, that’s the university. Iowa City’s head [right now] is the literature of the city. We are a UNESCO city of literature,” Sylvan said. “I don’t know who we would be if this weren’t a town with a lot of bookshops.”

Young journalists share knowledge with Iowa City teens

Two Illinois high school students are hosting a journalism workshop for teenagers across the nation, including one session in Iowa City.

Emily Delgado, News Reporter

High school students and young journalists Victoria Feng and Malini Pillai from Illinois are sharing their knowledge in a more than a month-long teen journalism workshop at the Iowa City Public Library.

The workshop, which began Sept. 13 and goes until Oct. 16, is structured to allow students in grades six to 12 to receive training in journalism basics. The workshop is designed to cater to the needs of every student in the workshop, regardless of experience.

Feng has published work in The New York Times, Wired, and Business Insider.



Jeff Sigmund

The Iowa City Public Library on Monday, Sept.20,,2021.

Pillai and Feng created Launch Student News in spring 2020, which helps libraries and school districts create journalism classes and clubs.

"We want [workshop participants] to learn the essentials of journalistic writing, but we're also hoping that they'll love the subject and will want to immerse themselves in it in ways outside of the workshop as well," Pillai wrote in an email to The Daily Iowan.

Feng said she wants to teach student journalists reporting basics and give them an opportunity to learn more about the journalism process.

"I think journalism is important, especially in the 21st century, because there have been in the past few years so many attacks against fake news and biased media that I feel that students need to be able to kind of rise above all of this negative criticism," Feng said.

Feng said she chose to bring the workshop to Iowa City because she is aware that the city and the University of Iowa have a long history of strong writing programs.

Pillai said she joined Feng's Launch Student News because she saw it as an opportunity to share her love of journalism with others.

"My goal for this workshop is that, at the end of the six weeks, students will be able to learn more about the journalistic process, but more importantly feel empowered to tell stories they're passionate about," Feng said.

Pillai wrote that she hopes participants will continue their pursuit of journalism after the program is over.

This workshop has also been hosted in Ohio and Georgia, and twice in Illinois.

"I did do one [at] the Chicago Public Library, which was super fun, as well as the Hudson library this summer," Feng said.

Victoria Fernandez, teen services librarian at Iowa City Public Library, is collaborating with Feng on the workshop. She was really interested and impressed by Feng's work when she reached out to the library, Fernandez said, and wanted the workshop as a resource for teens.

The workshop will be held via Zoom, but there will be an opportunity for students to come to the Iowa City Public Library to watch the workshop together.

"So the workshop is online, but I'm also in person, so teens have the opportunity to do whatever they feel most comfortable with," Fernandez said.

Fernandez is not sure if the workshop will be held again, but said she does anticipate that some sort of writing program will be held again.

Feng said she wants to make a class newspaper at the end of the program,

"Making a class paper is honestly one of my favorite parts about the process, because students get to look down at their work and see all the great jobs that they and their peers have done," Feng said.

Opinion | Public libraries are a vital community resource

Although most people probably don't consider the social role public libraries play in society, they are a vital resource in bettering communities across the country.

Yassie Buchanan, Opinion Columnist

Libraries are essential spaces in bettering community health and should be supported. In Iowa City, we are fortunate enough to have a beautiful public library with large open windows and a seemingly new silver exterior. Once you step foot in the library, the walls are stacked with books and displays are scattered around, inviting you to look at this month's new picks.

Many people don't think of libraries when it comes to addressing systemic issues in the community. While libraries provide free access to books, films, computers, and more, they are also major hubs for supporting people experiencing mental health struggles, homelessness, addiction, and a variety of other things influenced by social factors.

Research shows 95 percent of U.S. citizens live in a public library sector. On top of that, half of the American population bringing in an annual income under \$30,000 visited public libraries, along with half of the African-American population and close to two-thirds of Americans with college degrees.

According to the Public Library Association President, the number of patrons visiting public libraries has picked up over time. With increases in library visits, there are certain needs that should be attended to.

Libraries nationwide have increasingly implemented mental health training to address people's needs in relation to experiencing homelessness, addiction, and more.

With how frequented they are, and the diverse range of demographics public libraries reach, we should support implementing more programs in public libraries that would help better the community.

A major factor in the potential that libraries have for furthering communities is inclusivity. They are completely open and free for people to gain access to vital resources like Wi-Fi, computers, educational resources, and more.

Libraries have also played an essential role in providing technology in an age where access to and literacy in technology are necessary for individuals to connect to the world around them.



Gabby Drees

A visitor picks out a book at the Iowa City Public Library on Monday, Sept. 27, 2021.

This is especially important for job searches.

Over 88 percent of public libraries offer literacy in digital programming, more than one-third have dedicated digital literacy programs with trained staff.

In addition to many technological resources, statistics show more than 63 percent of public libraries offer resources for job employment.

The Iowa City Public Library has a variety of useful community resources. There is a catalog of online resources like the Adult Learning Center which has resume writing resources, career resources, preparation for the U.S. citizenship test and more. There are Iowa Legal Aid resources with information for low-income Iowans.

Outside of visiting the public library and getting yourself a library card, several events where people can support libraries. The English Conversation Club allows people to practice English speaking skills and the Buddy Dispatch service allows teens to support each other during the pandemic.

To show support for the Iowa City Public Library, people can also volunteer and donate gently used books for their The Book End initiative.

Columns reflect the opinions of the authors and are not necessarily those of the Editorial Board, The Daily Iowan, or other organizations in which the author may be involved.



BOARD OF TRUSTEES

Minutes of the Recorded Regular Meeting

September 23 2021

DRAFT

Members Present: Robin Paetzold, Hannah Shultz, Derek Johnk, Daniel Keranen, Carol Kirsch Tom Rocklin; Dan Stevenson; Noa Kim

Members Absent: Kellee Forkenbrock

Staff/Others Present: Elsworth Carman, Sam Helmick, Kellie Kerns, Patty McCarthy, Jason Paulios, Brent Palmer, Anne Mangano, Angie Pilkington

Call Meeting to Order: President Kirsch called the meeting to order at 5:01 p.m. A quorum was present.

Public Discussion: No public comment.

Items to be discussed:

FY Budget Discussion - This is a regularly scheduled informational item. Board action not required. Director Carman provided the board an overview of budget preparation for FY23.

Policy Review: 501 Authority for Administration of Personnel Policies for Library Employees -

Derek Johnk made the motion to approve the policy as written. Daniel Keranen seconded.

Motion carried on a recorded vote: 7 AYES: Keranen, Paetzold, Shultz, Johnk, Rocklin, Stevenson, Kim 0 NAYS 0 Abstain; 1 Absent: Forkenbrock

Policy Review: 502 General Library Personnel Policies -

Derek Johnk made the motion to approve the policy as written. Dan Stevenson seconded. Motion carried on a recorded vote: 7 AYES: Keranen, Paetzold, Shultz, Johnk, Rocklin, Stevenson, Kim 0 NAYS 0 Abstain; 1 Absent: Forkenbrock

Policy Review: 503 Admin/Confidential Policy - Tom Rocklin made the motion to approve the policy as amended. Derek Johnk seconded. Motion carried on a recorded vote: 7 AYES:

Keranen, Paetzold, Shultz, Johnk, Rocklin, Stevenson, Kim 0 NAYs 0 Abstain; 1 Absent: Forkenbrock

Policy Review: 801 Circulation and Library Card - Robin Paetzold made the motion to approve the policy as amended. Daniel Keranen seconded. Motion carried on a recorded vote: 7 AYES: Keranen, Paetzold, Shultz, Johnk, Rocklin, Stevenson, Kim 0 NAYs 0 Abstain; 1 Absent: Forkenbrock

Staff Reports:

Director's Report - Director Carman fielded questions by members. FY23 CIP requests, ICPL Service guidelines, internal budget processes update, Big Grove Library Anniversary Party, DOT Kiosk, and Director's Annual Report: FY2021 were discussed.

Departmental Reports:

Community & Access Services - Helmick provided a report, included in the board packet, regarding the ICPL Welcome Desk and Flying Pancake Breakfast.

Adult Services - Paulios provided a report, included in the board packet, and fielded questions from members regarding extended public computer time and updates to the Digital Media Lab hours.

Development Office Report - McCarthy provided a report included in the board packet, regarding the 125th Anniversary Birthday Party, increasing Development Office staff, and the pink sheet process.

Miscellaneous - Nothing to Report.

President's Report: President Kirsch provided updates to the Board Member Recognition Dinner. Continuing Trustee Education was discussed. The Board of Trustees group picture was scheduled for November 18th, prior to the regular board meeting. Board member attendance was discussed.

Announcements from Members: Nothing to Report.

Committee Reports: The first Friends' Foundation meeting of the year was held today with introduction and education of seven new members.

Communications: Nothing to Report.

Consent Agenda: Daniel Keranen made the motion to approve the policy as amended. Derek Johnk seconded. Motion carried on a recorded vote: 7 AYES: Keranen, Paetzold, Shultz, Johnk, Rocklin, Stevenson, Kim 0 NAYs 0 Abstain; 1 Absent: Forkenbrock

Set Agenda Order for October Meeting - President Kirsch communicated items for the October Agenda:

Budget Discussion - Budget in Brief

Policy Review: 103 Membership in Community & Professional Organizations

Art Advisory Committee Nominations (Policy 808)

Departmental Reports: CH; CS; IT

Adjournment. President Kirsch closed the meeting at 6:22 p.m.

Respectfully submitted,

Kellie Kerns

Administrative Services Coordinator

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JMiller

CITY OF IOWA CITY
INVOICE LIST BY GL ACCOUNT: September 1 to September 30, 2021

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550110	Library Administration							
10550110 432080	Other Professional Services							
014353 ONE SOURCE THE BACKG PLUS4649-20210831	0	2022	3	INV	P	40.00	091021	26607 BACKGROUND CHECKS F
014353 ONE SOURCE THE BACKG PLUS4649VOL-20210831	0	2022	3	INV	P	1,086.65	091021	26607 BACKGROUND CHECKS F
						1,126.65		
ACCOUNT TOTAL						1,126.65		
10550110 435055	Mail & Delivery							
010473 UNITED PARCEL SERVIC 000068774R351	0	2022	3	INV	P	11.38	092421	263755 Admin/UPS Internet
010473 UNITED PARCEL SERVIC 000068774R361	0	2022	3	INV	P	19.82	092421	263756 Admin/UPS Internet
010473 UNITED PARCEL SERVIC 000068774R371	0	2022	3	INV	P	28.92	100121	264149 Admin/ UPS Internet
						60.12		
012264 MAILBOXES OF IOWA CI 912021	0	2022	3	INV	P	171.35	091721	263447 Admin/Bubble Mailer
ACCOUNT TOTAL						231.47		
10550110 436050	Registration							
010475 GREENSTATE CREDIT U 1008217503EGG	0	2022	3	INV	P	.00	100121	264067 KKerns/Mastercard 1
ACCOUNT TOTAL						.00		
10550110 438130	Cell Phone/Data Services							
010482 VERIZON WIRELESS 9888150821	0	2022	3	INV	P	146.66	100121	264188 Admin/ Cell Phone S
ACCOUNT TOTAL						146.66		
10550110 443020	Office Equipment R&M Services							
010475 GREENSTATE CREDIT U 1008217503EGG	0	2022	3	INV	P	57.77	100121	264067 KKerns/Mastercard 1
ACCOUNT TOTAL						57.77		
10550110 449120	Equipment Rental							
011736 KONICA MINOLTA BUSIN 274932565	0	2022	3	INV	P	865.83	091021	263231 Admin/Quarterly Mai
011736 KONICA MINOLTA BUSIN 73796163	0	2022	3	INV	P	114.30	100121	264093 Admin/ Lease Paymen
						980.13		
ACCOUNT TOTAL						980.13		
10550110 449280	Misc Services & Charges							
000111 GLOVER, JERRY 92121JG	0	2022	3	INV	P	6.00	100121	264097 Admin/ Found Librar
000111 ALEXEEVA, NATALIA 92121NA	0	2022	3	INV	P	12.00	100121	264096 Admin/ Found Librar
						18.00		
ACCOUNT TOTAL						18.00		
10550110 452010	Office Supplies							

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CITY OF IOWA CITY
INVOICE LIST BY GL ACCOUNT

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
010475 GREENSTATE CREDIT U	1008217503EGG	0	2022 3 INV P	136.60 100121	264067	KKerns/Mastercard 1
			ACCOUNT TOTAL	136.60		
10550110 469210			First Aid/Safety Supplies			
010475 GREENSTATE CREDIT U	1008217503EGG	0	2022 3 INV P	152.67 100121	264067	KKerns/Mastercard 1
			ACCOUNT TOTAL	152.67		
10550110 469320			Miscellaneous Supplies			
010475 GREENSTATE CREDIT U	1008210292	0	2022 3 INV P	82.50 100121	264061	AMangano/Mastercard
			ACCOUNT TOTAL	82.50		
			ORG 10550110 TOTAL	2,932.45		
10550121			Library Bldg Maint - Public			
10550121 438030			Electricity			
010319 MIDAMERICAN ENERGY	20210929080758	0	2022 3 INV P	14,120.51 100121	27203	MidAmBilling 092920
			ACCOUNT TOTAL	14,120.51		
10550121 438070			Heating Fuel/Gas			
010319 MIDAMERICAN ENERGY	20210929080758	0	2022 3 INV P	1,841.20 100121	27203	MidAmBilling 092920
			ACCOUNT TOTAL	1,841.20		
10550121 442010			Other Building R&M Services			
010181 GREENERY DESIGNS	3564	0	2022 3 INV P	74.00 091021	263205	FAC/August Interior
010475 GREENSTATE CREDIT U	1008210771	0	2022 3 INV P	12.00 100121	264060	BGehrke/ Mastercard
010581 RANDY'S CARPETS & IN	185391	0	2022 3 INV P	1,550.66 092421	263726	FAC/Carpet Instal
010817 AUTOMATIC DOOR GROUP	104857	0	2022 3 INV P	1,585.44 091021	26577	FAC/Door Repair
010981 JOE'S QUALITY WINDOW	19868	0	2022 3 INV P	140.00 091721	263429	FAC/ Lower Outside
011282 ACTION SEWER & SEPTI	107368	0	2022 3 INV P	150.00 091021	26571	FAC/Main Line Clean
011282 ACTION SEWER & SEPTI	107683	0	2022 3 INV P	772.75 100121	27175	FAC/ East Side Main
				922.75		
			ACCOUNT TOTAL	4,284.85		
10550121 442020			Structure R&M Services			
010823 SCHUMACHER ELEVATOR	90530960	0	2022 3 INV P	607.00 091021	26614	Elevator Service AU
			ACCOUNT TOTAL	607.00		
10550121 442030			Heating & Cooling R&M Services			
010392 RMB CO INC	8367	0	2022 3 INV P	761.65 091021	26612	FAC/ Roof Top Unit

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INVOICE LIST BY GL ACCOUNT

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010392 RMB CO INC	8466	0	2022	3	INV P	1,596.48	092421	26795 FAC/ RTU #6 Repair
010392 RMB CO INC	8471	0	2022	3	INV P	238.00	092421	26795 FAC/ RTU Repair
						2,596.13		
					ACCOUNT TOTAL	2,596.13		
10550121 445330					Other Waste Disposal			
013663 REPUBLIC SERVICES OF	0897-000936081	0	2022	3	INV P	97.60	091021	263276 FAC/ Waste & Recycl
					ACCOUNT TOTAL	97.60		
10550121 449160					Other Rentals			
010627 CINTAS CORPORATION	4094851239	0	2022	3	INV P	191.87	091721	263372 FAC/Sanitary Suppli
010627 CINTAS CORPORATION	4096179108	0	2022	3	INV P	191.87	100121	264039 FAC/ Sanitary Suppl
						383.74		
					ACCOUNT TOTAL	383.74		
10550121 452040					Sanitation & Indust Supplies			
010290 LENOCH AND CILEK ACE	370781/3	0	2022	3	INV P	47.95	091721	263444 FAC/Sanitation Supp
010290 LENOCH AND CILEK ACE	370899/3	0	2022	3	INV P	774.45	091721	263444 FAC/ Sanitary Suppl
						822.40		
010475 GREENSTATE CREDIT U	1008217131SRPEGG	0	2022	3	INV P	239.88	100121	264066 ECarman/ Mastercard
010475 GREENSTATE CREDIT U	1008217503EGG	0	2022	3	INV P	2,710.96	100121	264067 KKerns/Mastercard 1
						2,950.84		
010627 CINTAS CORPORATION	4094851239	0	2022	3	INV P	224.93	091721	263372 FAC/Sanitary Suppli
010627 CINTAS CORPORATION	4096179108	0	2022	3	INV P	163.76	100121	264039 FAC/ Sanitary Suppl
						388.69		
					ACCOUNT TOTAL	4,161.93		
10550121 466070					Other Maintenance Supplies			
011399 ELECTRIC EQUIPMENT S	8895	0	2022	3	INV P	351.00	092421	26764 FAC/ 100 Cases of 2
					ACCOUNT TOTAL	351.00		
					ORG 10550121 TOTAL	28,443.96		
10550140					Library Computer Systems			
10550140 438140					Internet Fees			
011937 AUREON COMMUNICATION	0789007015.09.21	0	2022	3	INV P	300.00	091721	263353 Internet Services
014293 IMON COMMUNICATIONS	2554613	0	2022	3	INV P	477.74	100121	264080 IT/ Phone & Interne
					ACCOUNT TOTAL	777.74		

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CITY OF IOWA CITY
INVOICE LIST BY GL ACCOUNT

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
10550140 444080 010475 GREENSTATE CREDIT U	1008210250	0	Software R&M Services 2022 3 INV P	42.30 100121	264065	BPalmer/Mastercard
			ACCOUNT TOTAL	42.30		
10550140 444100 010525 ENCOMPASS IOWA LLC	11684	0	Hardware R&M Services 2022 3 INV P	982.00 092421	26767	IT/ IT Essentials &
			ACCOUNT TOTAL	982.00		
10550140 452010 010475 GREENSTATE CREDIT U	1008217503EGG	0	Office Supplies 2022 3 INV P	1,468.00 100121	264067	KKerns/Mastercard 1
			ACCOUNT TOTAL	1,468.00		
10550140 455120 010475 GREENSTATE CREDIT U	1008210250	0	Misc Computer Hardware 2022 3 INV P	763.35 100121	264065	BPalmer/Mastercard
			ACCOUNT TOTAL	763.35		
			ORG 10550140 TOTAL	4,033.39		
10550151 10550151 445250 011013 OCLC INC	9721	0	Lib Public Services - Adults Inter-Library Loans 2022 3 INV P	5,100.00 091721	263466	COL&AD/ OCLC Subscr
			ACCOUNT TOTAL	5,100.00		
10550151 449280 010475 GREENSTATE CREDIT U	1008217123	0	Misc Services & Charges 2022 3 INV P	255.99 100121	264063	JPaulios/Mastercard
			ACCOUNT TOTAL	255.99		
10550151 469320 010475 GREENSTATE CREDIT U 010475 GREENSTATE CREDIT U	1008217123 1008217503EGG	0 0	Miscellaneous Supplies 2022 3 INV P 2022 3 INV P	46.88 100121 153.86 100121	264063 264067	JPaulios/Mastercard KKerns/Mastercard 1
				200.74		
			ACCOUNT TOTAL	200.74		
10550151 469360 010475 GREENSTATE CREDIT U	1008217123	0	Food and Beverages 2022 3 INV P	45.32 100121	264063	JPaulios/Mastercard
			ACCOUNT TOTAL	45.32		
			ORG 10550151 TOTAL	5,602.05		
10550152 10550152 432080 010475 GREENSTATE CREDIT U	1008217446A125	0	Lib Public Services - Children Other Professional Services 2022 3 INV P	412.00 100121	264064	APilkington/ Master

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
			ACCOUNT TOTAL	412.00		
10550152 432080 043			Other Professional Services			
016049 MAMMITAS COFFEE LLC	72121	0	2022 3 INV P	222.75 091021	263237	CHI/ World Wednesda
			ACCOUNT TOTAL	222.75		
10550152 469320			Miscellaneous Supplies			
010125 BLICK ART MATERIALS	249778	0	2022 3 INV P	67.49 092421	263618	CHI/Paper for Bookw
010475 GREENSTATE CREDIT U	1008217446A125	0	2022 3 INV P	176.14 100121	264064	APilkington/ Master
			ACCOUNT TOTAL	243.63		
10550152 469360			Food and Beverages			
010475 GREENSTATE CREDIT U	1008210292	0	2022 3 INV P	35.28 100121	264061	AMangano/Mastercard
010475 GREENSTATE CREDIT U	1008217446A125	0	2022 3 INV P	20.04 100121	264064	APilkington/ Master
				55.32		
016073 AGNEW-SEILER, EMILY	9921	0	2022 3 INV P	30.00 100121	264028	CHI/ Sugar Cookies
			ACCOUNT TOTAL	85.32		
10550152 469370			Paper Products			
010536 INGRAM LIBRARY SERVI	54374320	0	2022 3 INV P	20.68 091021	263218	LIBRARY MATERIALS
			ACCOUNT TOTAL	20.68		
			ORG 10550152 TOTAL	984.38		
10550159			Lib Public Srvs-Comm Access			
10550159 432080			Other Professional Services			
010475 GREENSTATE CREDIT U	1008217149	0	2022 3 INV P	348.00 100121	264062	SHelmick/Mastercard
			ACCOUNT TOTAL	348.00		
10550159 435059			Advertising			
011328 LITTLE VILLAGE MAGAZ	9499	0	2022 3 INV P	350.00 100121	264098	CAS/ Advertising
			ACCOUNT TOTAL	350.00		
10550159 445140			Outside Printing			
010373 PIP PRINTING	106561	0	2022 3 INV P	349.32 100121	27207	CAS/ 1,000 MyICPL &
010373 PIP PRINTING	107329	0	2022 3 INV P	150.22 091021	26611	CAS/ 50 QR Stickers
010373 PIP PRINTING	107389	0	2022 3 INV P	200.00 091721	26694	CAS/60 Color Strips
010373 PIP PRINTING	107420	0	2022 3 INV P	299.36 092421	26790	CAS/ 110 QR Sticker
010373 PIP PRINTING	107468	0	2022 3 INV P	186.88 100121	27207	CAS/ 1,000 Digital
				1,185.78		

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CITY OF IOWA CITY
INVOICE LIST BY GL ACCOUNT

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S	WARRANT	CHECK	DESCRIPTION
			ACCOUNT TOTAL	1,185.78		
10550159 448030 043			Community Events Funding			
015394 GALVEZ & HOOVER	1015	0	2022 3 INV P	70.00 091021	263202	CAS/ICPL Booth at L
			ACCOUNT TOTAL	70.00		
10550159 454020			Subscriptions			
012407 BOOK PAGE	S55697	0	2022 3 INV P	588.00 091721	263365	CAS/100 Issues Ship
			ACCOUNT TOTAL	588.00		
10550159 469320			Miscellaneous Supplies			
010467 U OF IA	92021	0	2022 3 INV P	150.00 091721	263520	CAS/UI Homecoming P
010475 GREENSTATE CREDIT U	1008217503EGG	0	2022 3 INV P	28.37 100121	264067	KKerns/Mastercard 1
			ACCOUNT TOTAL	178.37		
			ORG 10550159 TOTAL	2,720.15		
10550160			Library Collection Services			
10550160 435010			Data Processing			
011013 OCLC INC	9721	0	2022 3 INV P	15,725.00 091721	263466	COL&AD/ OCLC Subscr
011068 OVERDRIVE INC	MR0137021348741	0	2022 3 INV P	279.00 092421	263712	LIBRARY MATERIALS
			ACCOUNT TOTAL	16,004.00		
10550160 445270			Library Material R&M Services			
010509 BAKER & TAYLOR INC C	200055082021V	0	2022 3 INV P	1,673.01 092421	263616	LIBRARY MATERIALS
			ACCOUNT TOTAL	1,673.01		
10550160 469110			Misc Processing Supplies			
010509 BAKER & TAYLOR INC C	H653388DM	0	2022 3 INV P	4.78 092421	263617	LIBRARY MATERIALS
010510 DEMCO INC	6996684	0	2022 3 INV P	138.15 100121	264047	LIBRARY MATERIALS
010546 MIDWEST TAPE	500925312	0	2022 3 INV P	329.07 091721	263453	LIBRARY MATERIALS
			ACCOUNT TOTAL	472.00		
			ORG 10550160 TOTAL	18,149.01		
10550210			Library Children's Materials			
10550210 477020			Books (Cat/Cir)			
010509 BAKER & TAYLOR INC C	2036048969	0	2022 3 INV P	213.28 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036060360	0	2022 3 INV P	133.53 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036069638	0	2022 3 INV P	672.06 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036071432	0	2022 3 INV P	39.49 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036083023	0	2022 3 INV P	160.74 091021	263173	LIBRARY MATERIALS

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CITY OF IOWA CITY
INVOICE LIST BY GL ACCOUNT

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C	2036093061	0	2022 3	INV	P	765.99 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036095691	0	2022 3	INV	P	141.37 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036109022	0	2022 3	INV	P	388.13 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036109285	0	2022 3	INV	P	20.70 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036111427	0	2022 3	INV	P	340.23 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036115024	0	2022 3	INV	P	152.25 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036115802	0	2022 3	INV	P	423.10 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036122247	0	2022 3	INV	P	262.64 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036125161	0	2022 3	INV	P	165.80 091021	263173	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036125165	0	2022 3	INV	P	143.19 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036125586	0	2022 3	INV	P	87.82 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036133967	0	2022 3	INV	P	725.41 091721	263357	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036134901	0	2022 3	INV	P	63.69 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036137355	0	2022 3	INV	P	69.57 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036139171	0	2022 3	INV	P	170.52 100121	264031	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036139247	0	2022 3	INV	P	58.18 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036145605	0	2022 3	INV	P	275.36 091721	263357	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036146501	0	2022 3	INV	P	58.86 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036147925	0	2022 3	INV	P	322.49 091721	263357	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036153570	0	2022 3	INV	P	9.49 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036153690	0	2022 3	INV	P	311.83 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036153700	0	2022 3	INV	P	194.31 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036155323	0	2022 3	INV	P	339.77 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036160675	0	2022 3	INV	P	16.78 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036162730	0	2022 3	INV	P	204.18 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036164066	0	2022 3	INV	P	328.03 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036167978	0	2022 3	INV	P	283.90 092421	263616	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036175162	0	2022 3	INV	P	24.74 100121	264031	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036179887	0	2022 3	INV	P	282.10 100121	264031	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036182470	0	2022 3	INV	P	30.95 100121	264031	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036183307	0	2022 3	INV	P	42.50 100121	264031	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036184572	0	2022 3	INV	P	142.49 100121	264031	LIBRARY MATERIALS
						8,065.47		
010536 INGRAM LIBRARY SERVI	54269875	0	2022 3	INV	P	42.51 091721	263415	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54350556	0	2022 3	INV	P	211.17 091021	263218	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54374320	0	2022 3	INV	P	10.34 091021	263218	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54385851	0	2022 3	INV	P	22.09 091721	263415	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54406175	0	2022 3	INV	P	106.39 091721	263415	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54498668	0	2022 3	INV	P	17.24 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54498670	0	2022 3	INV	P	68.56 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54543705	0	2022 3	INV	P	44.06 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54574859	0	2022 3	INV	P	42.51 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54622855	0	2022 3	INV	P	20.68 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54622856	0	2022 3	INV	P	75.00 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54670190	0	2022 3	INV	P	69.69 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54733740	0	2022 3	INV	P	43.10 100121	264082	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54804279	0	2022 3	INV	P	74.12 100121	264082	LIBRARY MATERIALS
						847.46		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
ACCOUNT TOTAL						8,912.93		
10550210 477040			Books (Cat/Reference)					
010509 BAKER & TAYLOR INC C	2036155323	0	2022	3	INV P	16.14 092421	263616	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54350556	0	2022	3	INV P	10.34 091021	263218	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54406175	0	2022	3	INV P	16.10 091721	263415	LIBRARY MATERIALS
						26.44		
ACCOUNT TOTAL						42.58		
10550210 477070			Downloadable-eBooks					
011068 OVERDRIVE INC	01370CO21331936	0	2022	3	INV P	292.95 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21351186	0	2022	3	INV P	29.88 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21356376	0	2022	3	INV P	120.69 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21359195	0	2022	3	INV P	114.80 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21364868	0	2022	3	INV P	17.50 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21366014	0	2022	3	INV P	61.19 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21329203	0	2022	3	INV P	38.53 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21345332	0	2022	3	INV P	131.49 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21352517	0	2022	3	INV P	20.69 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21354651	0	2022	3	INV P	195.88 092421	263712	LIBRARY MATERIALS
						1,023.60		
ACCOUNT TOTAL						1,023.60		
10550210 477160			Video Recordings					
010546 MIDWEST TAPE	500926073	0	2022	3	INV P	14.98 092421	263699	LIBRARY MATERIALS
010546 MIDWEST TAPE	500976272	0	2022	3	INV P	72.71 100121	264110	LIBRARY MATERIALS
010546 MIDWEST TAPE	500995357	0	2022	3	INV P	11.24 100121	264110	LIBRARY MATERIALS
						98.93		
ACCOUNT TOTAL						98.93		
10550210 477250			Downloadable Media					
011068 OVERDRIVE INC	01370CO21331936	0	2022	3	INV P	65.50 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21356395	0	2022	3	INV P	92.50 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21364866	0	2022	3	INV P	59.99 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21345332	0	2022	3	INV P	125.31 092421	263712	LIBRARY MATERIALS
						343.30		
015034 KANOPY INC	260920 - PPU	0	2022	3	INV P	140.00 091021	263229	LIBRARY MATERIALS
ACCOUNT TOTAL						483.30		
ORG 10550210 TOTAL						10,561.34		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550220								Library Adult Materials
10550220 477020								Books (Cat/Cir)
010475 GREENSTATE CREDIT U	1008210292	0	2022	3	INV P	35.00	100121	264061 AMangano/Mastercard
010509 BAKER & TAYLOR INC C	2036048969	0	2022	3	INV P	732.50	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036069268	0	2022	3	INV P	227.53	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036069313	0	2022	3	INV P	376.88	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036083028	0	2022	3	INV P	35.93	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036092811	0	2022	3	INV P	276.66	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036098536	0	2022	3	INV P	454.70	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036103183	0	2022	3	INV P	60.98	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036103185	0	2022	3	INV P	35.43	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036105968	0	2022	3	INV P	276.98	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036109062	0	2022	3	INV P	100.10	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036111723	0	2022	3	INV P	450.03	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036115024	0	2022	3	INV P	307.65	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036115877	0	2022	3	INV P	279.25	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036122568	0	2022	3	INV P	78.39	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036122618	0	2022	3	INV P	249.52	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036125229	0	2022	3	INV P	482.35	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036125462	0	2022	3	INV P	42.52	091021	263173 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036125563	0	2022	3	INV P	435.39	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036125592	0	2022	3	INV P	65.06	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036133967	0	2022	3	INV P	1,003.18	091721	263357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036135091	0	2022	3	INV P	132.70	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036137590	0	2022	3	INV P	296.77	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036143587	0	2022	3	INV P	191.87	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036145605	0	2022	3	INV P	1,318.38	091721	263357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036146490	0	2022	3	INV P	109.55	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036146574	0	2022	3	INV P	73.85	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036147925	0	2022	3	INV P	178.95	091721	263357 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036149119	0	2022	3	INV P	71.85	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036149129	0	2022	3	INV P	47.94	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036149197	0	2022	3	INV P	501.67	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036155323	0	2022	3	INV P	351.35	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036156852	0	2022	3	INV P	141.61	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036160894	0	2022	3	INV P	225.59	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036162730	0	2022	3	INV P	295.17	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036164227	0	2022	3	INV P	366.20	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036167978	0	2022	3	INV P	1,562.01	092421	263616 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036171892	0	2022	3	INV P	165.10	100121	264031 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036174989	0	2022	3	INV P	139.87	100121	264031 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036179887	0	2022	3	INV P	565.62	100121	264031 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036182470	0	2022	3	INV P	959.21	100121	264031 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036184572	0	2022	3	INV P	263.05	100121	264031 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2036188081	0	2022	3	INV P	18.99	100121	264031 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5017196592	0	2022	3	INV P	171.24	092421	263615 LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5017226928	0	2022	3	INV P	53.35	092421	263615 LIBRARY MATERIALS
						14,172.92		

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
010520 CENTER POINT PUBLISH	1874555	0	2022 3	INV	P	134.82 092421	263624	LIBRARY MATERIALS
010524 EBSCO	1000156424-1	0	2022 3	INV	P	3,394.81 092421	26762	LIBRARY MATERIALS
010531 GALE GROUP	75641667	0	2022 3	INV	P	109.56 100121	264054	LIBRARY MATERIALS
010531 GALE GROUP	75699649	0	2022 3	INV	P	24.79 100121	264054	LIBRARY MATERIALS
010531 GALE GROUP	75763559	0	2022 3	INV	P	30.39 100121	264054	LIBRARY MATERIALS
						164.74		
010536 INGRAM LIBRARY SERVI	54269875	0	2022 3	INV	P	65.96 091721	263415	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54350556	0	2022 3	INV	P	177.55 091021	263218	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54374320	0	2022 3	INV	P	10.92 091021	263218	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54385851	0	2022 3	INV	P	101.85 091721	263415	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54406175	0	2022 3	INV	P	58.05 091721	263415	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54498668	0	2022 3	INV	P	197.08 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54498669	0	2022 3	INV	P	29.98 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54498670	0	2022 3	INV	P	136.27 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54543705	0	2022 3	INV	P	51.69 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54574859	0	2022 3	INV	P	240.26 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54622855	0	2022 3	INV	P	6.00 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54622856	0	2022 3	INV	P	80.58 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54646887	0	2022 3	INV	P	10.34 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54670190	0	2022 3	INV	P	19.76 092421	263671	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54733740	0	2022 3	INV	P	10.17 100121	264082	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	54804279	0	2022 3	INV	P	98.89 100121	264082	LIBRARY MATERIALS
						1,295.35		
ACCOUNT TOTAL						19,197.64		
10550220 477040			Books (Cat/Reference)					
010536 INGRAM LIBRARY SERVI	54385851	0	2022 3	INV	P	69.99 091721	263415	LIBRARY MATERIALS
ACCOUNT TOTAL						69.99		
10550220 477070			Downloadable-eBooks					
011068 OVERDRIVE INC	01370CO21330754	0	2022 3	INV	P	18.95 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21331934	0	2022 3	INV	P	2,626.18 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21334438	0	2022 3	INV	P	433.46 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21351185	0	2022 3	INV	P	1,575.43 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21356362	0	2022 3	INV	P	288.96 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21356397	0	2022 3	INV	P	1,335.79 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21357315	0	2022 3	INV	P	84.99 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21359197	0	2022 3	INV	P	413.83 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21360607	0	2022 3	INV	P	865.37 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21366008	0	2022 3	INV	P	721.91 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21366569	0	2022 3	INV	P	90.00 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21367697	0	2022 3	INV	P	157.19 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21369840	0	2022 3	INV	P	767.52 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CP21346623	0	2022 3	INV	P	55.93 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21329203	0	2022 3	INV	P	863.78 091021	263251	LIBRARY MATERIALS

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ACCOUNT /VENDOR			INVOICE	PO	YEAR/PR TYP S			WARRANT	CHECK	DESCRIPTION	
011068	OVERDRIVE	INC	01370DA21331016	0	2022	3	INV P	33.34	091021	263251	LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA21345332	0	2022	3	INV P	404.40	092421	263712	LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA21345333	0	2022	3	INV P	59.99	092421	263712	LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA21354651	0	2022	3	INV P	687.80	092421	263712	LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA21369155	0	2022	3	INV P	65.00	100121	264118	LIBRARY MATERIALS
011068	OVERDRIVE	INC	01370DA21370997	0	2022	3	INV P	55.00	100121	264118	LIBRARY MATERIALS
								11,604.82			
ACCOUNT TOTAL								11,604.82			
10550220	477110				Music-CD						
010509	BAKER & TAYLOR	INC C	H56959150	0	2022	3	INV P	10.28	091721	263358	LIBRARY MATERIALS
010546	MIDWEST	TAPE	500888118	0	2022	3	INV P	10.79	091721	263453	LIBRARY MATERIALS
010546	MIDWEST	TAPE	500918692	0	2022	3	INV P	23.83	092421	263699	LIBRARY MATERIALS
								34.62			
ACCOUNT TOTAL								44.90			
10550220	477160				Video Recordings						
010509	BAKER & TAYLOR	INC C	H57135960	0	2022	3	INV P	21.71	091721	263358	LIBRARY MATERIALS
010509	BAKER & TAYLOR	INC C	H57329990	0	2022	3	INV P	14.49	092421	263617	LIBRARY MATERIALS
								36.20			
010546	MIDWEST	TAPE	500903803	0	2022	3	INV P	347.05	091721	263453	LIBRARY MATERIALS
010546	MIDWEST	TAPE	500903804	0	2022	3	INV P	44.98	091721	263453	LIBRARY MATERIALS
010546	MIDWEST	TAPE	500926073	0	2022	3	INV P	116.19	092421	263699	LIBRARY MATERIALS
010546	MIDWEST	TAPE	500976272	0	2022	3	INV P	253.38	100121	264110	LIBRARY MATERIALS
010546	MIDWEST	TAPE	500995357	0	2022	3	INV P	116.94	100121	264110	LIBRARY MATERIALS
								878.54			
ACCOUNT TOTAL								914.74			
10550220	477210				Non-Fiction Video-DVD						
010546	MIDWEST	TAPE	500903803	0	2022	3	INV P	161.90	091721	263453	LIBRARY MATERIALS
ACCOUNT TOTAL								161.90			
10550220	477220				Multi-Media/Gaming						
010536	INGRAM LIBRARY	SERVI	54406175	0	2022	3	INV P	47.49	091721	263415	LIBRARY MATERIALS
ACCOUNT TOTAL								47.49			
10550220	477230				Non-Fiction Audio-CD						
010546	MIDWEST	TAPE	500918694	0	2022	3	INV P	34.99	092421	263699	LIBRARY MATERIALS
ACCOUNT TOTAL								34.99			

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ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S	WARRANT	CHECK	DESCRIPTION
10550220 477250			Downloadable Media					
011068 OVERDRIVE INC	01370CO21330757	0	2022	3	INV P	319.98 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21331934	0	2022	3	INV P	325.00 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21334448	0	2022	3	INV P	473.13 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21351185	0	2022	3	INV P	204.98 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21356363	0	2022	3	INV P	711.56 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21356396	0	2022	3	INV P	1,547.63 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21357309	0	2022	3	INV P	252.73 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21360622	0	2022	3	INV P	771.95 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21366008	0	2022	3	INV P	560.97 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21366545	0	2022	3	INV P	287.98 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21367696	0	2022	3	INV P	154.44 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CO21369843	0	2022	3	INV P	1,323.81 100121	264118	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370CP21346623	0	2022	3	INV P	170.86 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21329203	0	2022	3	INV P	521.49 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21329204	0	2022	3	INV P	69.99 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21332096	0	2022	3	INV P	126.15 091021	263251	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21345332	0	2022	3	INV P	433.98 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21354651	0	2022	3	INV P	669.94 092421	263712	LIBRARY MATERIALS
011068 OVERDRIVE INC	01370DA21369155	0	2022	3	INV P	65.00 100121	264118	LIBRARY MATERIALS
						8,991.57		
015034 KANOPY INC	260920 - PPU	0	2022	3	INV P	2,919.00 091021	263229	LIBRARY MATERIALS
	ACCOUNT TOTAL					11,910.57		
10550220 477330			Print/Reference Serials					
010524 EBSCO	2200507	0	2022	3	INV P	1,197.00 092421	26762	LIBRARY MATERIALS
	ACCOUNT TOTAL					1,197.00		
10550220 477340			Print/Circulating Serials					
013216 ANTELOPE LENDING LIB 12		0	2022	3	INV P	28.00 091721	263352	LIBRARY MATERIALS/B
	ACCOUNT TOTAL					28.00		
10550220 477350			Online Reference					
010524 EBSCO	1000164537-1	0	2022	3	INV P	3,692.00 091021	26590	LIBRARY MATERIALS
010550 PROQUEST INFORMATION	70691728	0	2022	3	INV P	1,500.00 092421	26791	LIBRARY MATERIALS
011322 MANGO LANGUAGES	INV009183	0	2022	3	INV P	4,184.37 092421	263691	LIBRARY MATERIALS
	ACCOUNT TOTAL					9,376.37		
	ORG 10550220 TOTAL					54,588.41		
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FUND 1000 General						TOTAL:	128,015.14	
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Carol Kirsch, President

Derek Johnk, Secretary