IOWA CITY
PUBLIC LIBRARY
123 S. Linn St. • Iowa City, IA 52240
Ask for Jordan Craig • phone 319-356-5200 • fax 319-356-5491 • www.icpl.org

BOARD OF TRUSTEES
AGENDA
5:00 pm – 2nd floor Board Room
January 26, 2017

Robin Paetzold, President
Diane Baker
John Beasley
Janet Freeman, Secretary
Adam Ingersoll
Thomas Martin
Meredith Rich-Chappell
Jay Semel, Vice-President
Monique Washington

1. **Call Meeting to Order.**

2. **Public Discussion.**

3. **Approval of Minutes.**
   A. Approve Regular Minutes of Library Board of Trustees December 17, 2015 meeting.

4. **Items for Discussion/Action.**
   A. AFSCME Contract.
   Comment: AFSCME Local 183 has reached a tentative agreement with the City of Iowa City. Action required.

   B. Policy Review: 705: Naming and Recognition Policy.
   Comment: This is a regularly scheduled policy review. Action required.

   C. Policy Review: 802: Confidentiality Policy.
   Comment: Staff have revised the policy, as requested by the Library Board of Trustees at the December 15, 2016 meeting. Action required.

   D. Security Cameras in Common Areas of Public Restrooms.
   Comment: The ACLU, speaking on behalf of an Iowa City resident, is seeking removal of security cameras from the common areas of library public restrooms.

   E. FY17 Strategic Plan.
   Comment: Staff have completed a six month report on the current strategic planning goals.

F. Approve Expenditure of Heat Tent.
Comment: Staff recommend a significant purchase of an item that was not in the FY17 budget.

6. Staff Reports.
A. Director's Report. IUPLA statistics.
B. Departmental Reports: Adult Services, Community & Access Services.
C. Development Office Report.
D. Inservice Day Report.
E. Spotlight on the Collection.
F. Miscellaneous.

7. President's Report.

8. Announcements from Members.
A. Report on Legislative Reception.

9. Committee Reports.
A. Foundation Members.

10. Communications.
A. Treats from Library Board of Trustees to Library staff. Thank you!

11. Quarterly Financial Reports.
A. Second quarter Receipts and Expenditures.

12. Quarterly Use Reports.
A. Six-month Output Measures.
B. Six-month Circulation by Area and Agency.
C. Six-month Circulation by Type and Format.

13. Disbursements.
A. Review MasterCard Expenditures for December, 2016.
B. Approve Disbursements for December, 2016.

14. Set Agenda Order for February Meeting.

15. Adjournment.

IOWA CITY PUBLIC LIBRARY

Iowa City Public Library Meeting Agendas and Other Significant Events		
JANUARY 26, 2017	FEBRUARY 23, 2017	MARCH 23, 2017
Policy Review: ***705: Naming & Recognition*** ***802: Confidentiality*** 6 month Strategic Planning Update Review 2nd Quarter Goals/Statistics Departmental Reports: AS, CAS OTHER:1/3: **Legislative Reception,** 5:30 pm Springmier Public Library, Tiffin	Appoint Nominating Committee ***Policy Review:*** ***812: Hours of Service*** Set Hours for Next Fiscal Year Departmental Reports: CH, CLS, IT OTHER: 2/25: **Book Sale;** 2/17: **HyVee Fundraiser**	Appoint Committee to Evaluate Director City Posts Board Vacancies to begin 7/1 ***Policy Review:*** ***702: Library Programs*** ***703: Cable TV Programming*** Departmental Reports: AS, CAS OTHER: 3/1: **ICPLFF Board meeting**
APRIL 27, 2017	MAY 25, 2017	JUNE 22, 2017
Meet as Members of Friends Foundation President Appoints to Foundation Board ***Policy Review:*** ***501: Statement of Authority*** ***502: Personnel*** ***503: Admin/Confidential Benefits*** Review 3rd Quarter Statistics Departmental Reports: CH, CLS, IT OTHER: 4/12: **National Bookmobile Day;** 4/23: **Looking Forward**	Election of Officers Departmental Reports: AS, CAS OTHER: 5/19-20: **STEAM Festival**; 5/31: **ICPLFF Board meeting**	Director Evaluation Develop Ideas for Board Annual Report Departmental Reports: CH, CLS, IT OTHER: 6/3: **Children's Day**
JULY 27, 2017	AUGUST 24, 2017	SEPTEMBER 28, 2017
Review Board Annual Report Adopt NOBU Budget Strategic Planning Update Departmental Reports: AS, CAS OTHER: **First meeting for new Board members**	Review Annual Staff Report Review 4th Quarter Statistics Departmental Reports: CH, CLS, IT OTHER: **Annual Board Dinner**	Budget Discussion Departmental Reports: AS, CAS
OCTOBER 26, 2017	NOVEMBER 16, 2017	DECEMBER 21, 2017
Budget Discussion Review 1st Quarter Statistics Departmental Reports: CH, CLS, IT	Departmental Reports: AS, CAS	Departmental Reports: CH, CLS, IT OTHER: Arts & Crafts Bazaar; Inservice Day

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BOARD OF TRUSTEES

Minutes of the Regular Meeting
December 15, 2016

DRAFT

Members Present: Diane Baker, John Beasley (in at 5:10 pm), Adam Ingersoll, Tom Martin, Robin Paetzold, Meredith Rich-Chappell, Jay Semel.

Members Absent: Janet Freeman, Monique Washington.

Staff Present: Terri Byers, Susan Craig, Kara Logsden, Anne Mangano, Patty McCarthy, Elyse Miller, Brent Palmer, Angela Pilkington.

Guests Present: Terri Byers, on behalf of AFSCME.

Call Meeting to Order. President Semel called the meeting to order at 5:01 p.m.

Public Discussion. Byers said Iowa City opened the contract and tentatively agreed on a proposal which the Board will receive next month. Membership will vote next Thursday, 1/3. Craig reminded the Board that the AFSCME Local 183 bargaining unit includes the Library and we bargain jointly with the City.

Approval of Minutes.
The minutes of the November 17, 2016 Library Board of Trustees meeting were reviewed. A motion to approve the Minutes was made by Ingersoll and seconded by Martin. Motion carried 6/0.

Items to be discussed.
Bookmobile Update. Logsden had a meeting this morning with Antelope Lending Library (ALL) to plan the National Bookmobile event and bookmobile schedules. We are coordinating schedules so we are not in the same place at the same time. Craig discussed the bookmobile session presented at Inservice Day. Logsden visited the bookmobile manufacturer when she was on vacation.

FY18 Budget. City is still on track to publish a recommended budget in approximately one week and it will appear in the Council packet. Adjustments to the Library's FY18 budget were viewable in MUNIS, the City's Enterprise Resource Planning (ERP) software. The City's adjustments to the Library's FY18 budget submission included about $22,400 in reductions from what was requested. Craig said this is a budget we can work with. She will be attending a City Council budget work session on January 7.

Geoff Fruin, City Manager, provided a budget overview at the end of Inservice Day. Craig believes we are okay for next year and beyond that we will have to see. Beasley asked what the Library's total

request was, Craig said approximately $5.5 million. He said trimming $22,000 from the overall request is not too bad at all.

Policy Review #801: Circulation. This is a regularly scheduled policy review. Craig said this is longest and most rule-drive library policy. Staff discussed children's library cards and informally the County Attorney told us if we have a computer record and a camera record then we may prosecute. The other policy issue was about not charging fines to children using the bookmobile. Semel asked about the rationale for giving cards to children who are too young to be responsible for them. Pilkington said there a families who wish their children to have a card from the moment they are born. This creates a library habit which people value. Semel asked about limiting children's checkouts. Logsden said we have a 75 item limit for all patrons. Craig said children often read five books or more each day. The level of materials loss is a price of doing business said Craig. Martin asked if there is any other downside risk to our checkout limit. Logsden said there was not. We value developing a love of libraries and literacy in our community and one cannot put a price on that except to know it has lifelong consequences. Ingersoll said his favorite parts of the policy are library cards for kids and no fines for bookmobile children's materials. Ingersoll asked when we would consider prosecution. Logsden said there are some identified threshold amounts when we refer to the Police. These are for materials, not for fines. Ingersoll asked if there is fine reporting at a family level. Logsden said we do not report this way but we know who the families are. Martin asked how many times a year we involve the Police. Logsden said in FY2016, we referred to the Police 25 times.

Paetzold asked how we verify how many children are in a family. Logsden said we look at a parent ID and address. Logsden said we are compassionate toward children whose parents may have used their card and we work with them when they are teens. Beasley said he believes a child should have a library card they day they are born. He believes there could be a different item limit on materials. He believes bringing a child to a library program should be separate from owing the library money. Logsden said the majority of people who check out large amount of materials are responsible with their materials and if someone is going to steal materials from us, they are going to figure out a way to do so. Craig said there are a hundred families that have 100 or so materials checked out currently. Ingersoll said power users of the library should be embraced and without evidence of their usage impeding others' usage, he is all for it. Rich-Chappell asked if there was something precipitating this attention to the policy. Ingersoll asked if our checkout limit was greater than other libraries. Craig said we are in the high end of the average checkout limit. Logsden said we have loosened some of our checkout limits as the collection matures. Craig said small areas of the collection may get a different checkout limit than newer or larger parts of the collection. Paetzold asked if we are solving a problem we don't have.

Ingersoll asked if staff have identified abusers and if we have enough protection. Logsden said if a parent owes us money and a child owes us money and they want a two-month old child to get a card, we will say the fines need to be cleared before the new card can be issued. Staff are trained to go to Tom Jordan, our Customer Services person, and to use their discretion. Semel asked if we typically get the materials back. Craig said our loss rate has been consistent over the years and on par with other libraries. Beasley asked about fines and fees and replacement cost. Beasley asked to include language in the policy about equipment with a replacement cost of $100 or greater. Ingersoll asked about eligibility for cards and first checkout if no parent is available. First checkout for a sixth-grader or under you may have a card but checkout only two items; a letter is mailed to the parent. Ingersoll does not like that a grade school child at the bookmobile alone cannot get checkout anything from the bookmobile. Logsden said the child may checkout two items as long as they know their home address. A motion to

approve the policy as amended by staff and with the language change proposed by Beasley clarifying replacement cost was made by Paetzold and seconded by Ingersoll. Motion carried 7/0.

Policy Review #802: Confidentiality. This is a regularly scheduled policy review. Craig said we talk regularly with patrons about this policy. We assume a person, often a parent, has permission to use the card if they are in possession of it. It is difficult to keep siblings or family members from "sharing" library cards. Paetzold asked if we tell parents the format of a material a child has checked out when there is an outstanding fine. Craig said we would tell the parent the amount of the fine and would take the money but would not tell them what the items are. Once the item is billed, however, it is the parent's responsibility by state law. Craig said we occasionally get into a back and forth with law enforcement because by law and policy checkout information is confidential and a subpoena is needed. Semel wants to have some members of the Board see what the security cameras see. Ingersoll asked if the public is informed about the security area. Craig said the public is informed. Beasley asked about the specific information included in a library account. Craig believes section 802.4 of the policy speaks to this. Ingersoll asked if confidentiality would include general usage data, not just specific titles or queries. Craig said in the context of a parent returning materials for a child, we would inform the parent that a certain number of books were checked out. Semel, Ingersoll, and Paetzold would like more explicit language describing confidentiality. For Ingersoll, the issues are informing parents of the titles when they are billed. He would like to see a notice in emails warning patrons about when a bill is given to our collection agency. Beasley thinks the document needs to be reworked so confidential and non-confidential items are identified. Craig said we will revise the policy and bring it to the January meeting. Ingersoll asked to look at the notifications we send to the public as part of the conversation/discussion of the policy. Paetzold asked about the Electronic Frontier guidelines and whether we abide by them. Craig said we will provide a report on how we measure up to the standards. The Confidentiality Policy will be reworked to address Board members' concerns and brought back at the January meeting.

Staff Reports.
Director's Report. The annual State Library survey was included in the packet. The Legislative reception has been rescheduled to January 3, 2017, in Tiffin. Craig said Inservice Day was great; there will be a report next month. A beta version of the ICPL app is now available and Craig welcomes feedback.

Departmental Reports:
Children's Services. No comments.

Collection Services. No comments.

IT. Paetzold asked if IT wishes Board participation in providing website feedback. Paetzold asked how we will count app use. Palmer said we will count it as website use.

Development Office. McCarthy said everyone has received a copy the Window newsletter with the annual giving envelope included. She said the response to including the annual appeal envelope in the Window is positive. The annual Arts & Crafts Bazaar raised nearly $8,000.
Spotlight on the Collection. No comments.

Miscellaneous. No comments.

President's Report. Semel enjoyed Inservice Day.

Announcements from Members. Beasley was surprised at work yesterday when Gary Watts, realtor, dropped off his company's annual calendar. All of the calendar photos were taken by Beasley's 89-year old father, who rides his bike everywhere. This bike was sold to Mr. Beasley by Board member Baker's son.

Committee Reports.
Foundation Members. Baker reported that the Friends Foundation 2015 tax return was reviewed and approved. Pilkington spoke to the FFB about Children's activities. David Bright talked about the Planned Giving Society and defining categories in which people will be recognized for their contributions. Baker said the fundraising calls she made were great and people were responsive. Each FFB member was asked to fundraise by telephone.

Communications.
Email from Derek Johnk.
Email from Mary Dyer.
A flyer/invite to the end of the year Downtown District social at 5:00 pm at the Englert Theatre on December 21 was distributed.

Ingersoll out at 6:30 pm.

Disbursements.
The MasterCard expenditures for November, 2016 were reviewed. A motion to approve the disbursements for November, 2016 was made by Martin and seconded by Rich-Chappell. Motion carried 6/0.

Set Agenda Order for January Meeting.
Confidentiality Policy review.
6 month strategic plan report.
2nd quarter goals/statistics.
Naming policy.
Security camera images.
Union contract.

Adjournment. A motion to adjourn the meeting was made by Martin and seconded by Beasley. Motion carried 6/0. President Semel closed the meeting at 6:47 p.m.

Respectfully submitted,
Elyse Miller

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Director Susan Craig • Phone 319-356-5200 • Fax 319-356-5494 • www.icpl.org

DATE: January 18, 2017
TO: Library Board of Trustees
FROM: Susan Craig, Library Director
RE: AFSCME contract extension

Susan Craig

A five-year contract extension has been negotiated between AFSCME Local 183, the City, and the Library. The agreement (see attached) has been approved by the Union and the City Council. The Library Board must also approve the contract. Staff recommend approval.

The current collective bargaining agreement would have expired on June 30, 2020, but included a re-opener provision for the negotiation of wages and insurance for Fiscal Years 2019 and 2020. The proposed changes establish wage and health insurance settlements through Fiscal Year 2021. All other provisions of the contract remain unchanged.

Changes are summarized below. These changes are also reflected in the Administrative & Confidential pay plan that cover management staff at the Library.

	Wages	Insurance premium copay	Insurance deductible	Insurance out of pocket max
FY18	2.4%	$45/$85	$650/$850	$1000/$1800
FY19	2.6%	$60/$100	$675/$900	$1100/$1900
FY20	2.0%	$65/$105	$700/$950	$1200/$2000
FY21	2.0%	$70/$110	$700/$950	$1200/$2000

AGREEMENT BETWEEN

CITY OF IOWA CITY

CITY OF IOWA CITY

Iowa City Public Library

IOWA CITY LIBRARY BOARD OF TRUSTEES

AND

THE AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL EMPLOYEES
LOCAL #183, AFL-CIO

JULY 1, 2015
TO
JUNE 30, 2021
(Per January 2017 extension)

AFSCME JOB TITLE LIST

APPENDIX A - January 2017 update

Paygrade:	Job Title
1	Custodian - Government Buildings
	MW I - Senior Center
	Custodian - Library
2	Cashier - Parking
	Purchasing Clerk
	MW I - Meter Reader
	MW I - Parking Systems
	MW I - Transit
	MW I - Library
	Animal Center Assistant
	Receptionist - Senior Center
3	Cashier - Revenue
	Clerical Assistant - Cable TV
	MW I - Water Customer Service
	Parking Enforcement Attendant
	Scalehouse Operator
	Water Services Clerk
	MW I - Water Plant
	MW I - Government Buildings
4	Account Clerk - Accounting
	MW I - Refuse
	MW I - Streets
	MW II - Cemetery
	Library Clerk
	Animal Care Technician
	MW I - Wastewater Treatment
	Aquatics Assistant
	MW I - Athletic Fields
	MW I - Parks
5	MW II - Parks
	MW II - Transportation Services
	MW II - Transit
	MW II - CBD
	MW II - Forestry
	MW II - Library
	MW II - Government Buildings
	MW II - Horticulture
	MW II - Pools
6	Buyer I - Equipment
	Community Service Officer
	Library Assistant I
	Mass Transit Operator
	Buyer I - Purchasing
	Police Records Technician
	CSO - Station Master
	Community Outreach Assistant
7	Library Assistant II
	MW II - Refuse
	MW II - Wastewater Treatment
	Parts/Data Entry Clerk - Transit
	Program Assistant - Community Development
	Operations Assistant - Senior Center
	Senior Clerk/Typist - Wastewater
	Housing Assistant
	MW II - Water Distribution
	Animal Services Officer
	CSO - Evidence
	MW II - Signs
	MW II - Water Service
	Customer Service Representative - Revenue
	Customer Service Representative - TRM
	MW II - Eastside Recycling Center
	Senior Clerk/Typist - Streets
8	Laboratory Technician - Wastewater
	Library Assistant III
	MW III - Forestry
	MW II - Streets
	MW III - Cemetery
	MW III - Parks
	Senior Accounts Payable Clerk
	Special Projects Assistant - Cable TV
	MW III - Refuse
	Housing Inspector Assistant
	MW III - Water Service
	Parts/Inventory Clerk - Equipment
	Laboratory Technician - Water
	Media Production Assistant
	MW III - Government Buildings

AFSCME JOB TITLE LIST

APPENDIX A - January 2017 update

Paygrade:	Job Title
9	Buyer II
	Mechanic I - Equipment
	Office Coordinator - Recreation
	Senior Engineering Technician
	Senior Library Assistant
	Housing Program Assistant
	MW III - Senior Center
	Communications Technician - Cable TV
	Landfill Operator
10	Housing Office Manager
	Maintenance Operator - Wastewater
	TPO - Wastewater Treatment
	TPO - Water
	Maintenance Operator - Water
	Utility Billing Coordinator
11	MW III - Streets
	MW III - Wastewater Collection
	Mechanic II - Equipment
	IT Support Specialist - Library
	Special Projects Inspector
	Mechanic II - Transit
	MW III - Lead Sweeper Operator
	Electrician - Traffic Engineering
	MW III - Water Distribution
	Electrician - Wastewater
	Library Public Relations Specialist
	Electronics Technician - Transportation Services
12	Construction Inspector II
	Electronics Technician - Wastewater
	Librarian I
	Senior MW - Forestry
	Senior MW - Parks
	Senior MW - Turfgrass Specialist
	Building Inspector
	Senior MW - Landfill
	Public Information/Education Coordinator - Public Works
	Recycling Coordinator
	Utilities Technician - Engineering
	Neighborhood Services and Code Enforcement Specialist
	Senior MW - Horticulture Specialist
13	Chemist
	Development Regulation Specialist
	Electronics Technician - Traffic Engineering
	Family Self-Sufficiency Program Coordinator
	Librarian II
	Mechanic III - Equipment (DAY)
	Mechanic III - Equipment (EVE)
	Senior Accountant - Accounting
	Senior Accountant - Revenue
	Survey Party Chief
	Mechanic III - Transit
	Grant Accountant
	Senior Accountant - Payroll
14	Program Specialist - Senior Center
	Recreation Program Supervisor
	Senior Construction Inspector
	Senior MW - Streets
	Senior MW - Wastewater Plant
	Senior MW - Water Distribution
	Senior TPO - Wastewater
	Community Outreach Specialist - Senior Center
	Senior TPO - Water
	Network Database Specialist - Library
	Senior MW - Water Plant
	Customer Service Coordinator
	Senior MW - Parking & Transit
	Senior MW - Wastewater Collection
	Library Web Specialist
	Development Specialist - Senior Center
15	Associate Planner
	Civil Engineer
	Human Rights Investigator
	Senior Librarian
	Water Engineer
	Sustainability Coordinator

Appendix B – addendum (FY19-FY21)

Hospital Services	Physician Services	Other Covered Services
1 or 2 day deductible	90%/10%	Single deductible: $675 (eff. 1/1/19) $700 (eff. 1/1/20) Family deductible: $900 (eff. 1/1/19) $950 (eff. 1/1/20)

90%/10%
until out of pocket maximum

Out of Pocket Maximum:
Single OPM:
$1100 (eff. 1/1/19)
$1200 (eff. 1/1/20)

Family OPM:
$1900 (eff. 1/1/19)
$2000 (eff. 1/1/20)

IOWA 500 PAYS
100% of
Covered Services

Article 15, Section 1 Medical Insurance, (Paragraph 1 addendum):

Full-time employees will contribute to the monthly premium as follows: sixty dollars ($60.00) per month for single coverage and one hundred dollars ($100) per month for family coverage effective July 1, 2018; sixty-five dollars ($65.00) per month for single coverage and one hundred and five dollars ($105.00) per month for family coverage effective July 1, 2019; seventy dollars ($70.00) per month for single coverage and one hundred and ten dollars ($110.00) per month for family coverage effective July 1, 2020.

AFSCME PAY PLAN FY19 (July 1, 2018)
2.6% ATB

APPENDIX C-4

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1						
Custodian - Government Buildings	$ 17.52	$ 19.66	$ 20.25	$ 20.99	$ 21.64	$ 22.39
MW I - Senior Center	$ 1,401.60	$ 1,572.80	$ 1,620.00	$ 1,679.20	$ 1,731.20	$ 1,791.20
Custodian - Library	$ 36,441.60	$ 40,892.80	$ 42,120.00	$ 43,659.20	$ 45,011.20	$ 46,571.20
2						
Cashier - Parking	$ 18.06	$ 20.25	$ 20.99	$ 21.64	$ 22.39	$ 23.15
Purchasing Clerk	$ 1,444.80	$ 1,620.00	$ 1,679.20	$ 1,731.20	$ 1,791.20	$ 1,852.00
MW I - Meter Reader	$ 37,564.80	$ 42,120.00	$ 43,659.20	$ 45,011.20	$ 46,571.20	$ 48,152.00
MW I - Parking Systems						
MW I - Transit						
MW I - Library						
Animal Center Assistant						
Receptionist - Senior Center						
3						
Cashier - Revenue	$ 18.67	$ 20.99	$ 21.64	$ 22.39	$ 23.15	$ 23.95
Clerical Assistant - Cable TV	$ 1,493.60	$ 1,679.20	$ 1,731.20	$ 1,791.20	$ 1,852.00	$ 1,916.00
MW I - Water Customer Service	$ 38,833.60	$ 43,659.20	$ 45,011.20	$ 46,571.20	$ 48,152.00	$ 49,816.00
Parking Enforcement Attendant						
Scalehouse Operator						
Water Services Clerk						
MW I - Water Plant						
MW I - Government Buildings						
4						
Account Clerk - Accounting	$ 19.32	$ 21.64	$ 22.39	$ 23.15	$ 23.95	$ 24.85
MW I - Refuse	$ 1,545.60	$ 1,731.20	$ 1,791.20	$ 1,852.00	$ 1,916.00	$ 1,988.00
MW I - Streets	$ 40,185.60	$ 45,011.20	$ 46,571.20	$ 48,152.00	$ 49,816.00	$ 51,688.00
MW II - Cemetery						
Library Clerk						
Animal Care Technician						
MW I - Wastewater Treatment						
Aquatics Assistant						
MW I - Athletic Fields						
MW I - Parks						
5						
MW II - Parks	$ 20.04	$ 22.37	$ 23.02	$ 23.77	$ 24.65	$ 25.44
MW II - Transportation Services	$ 1,603.20	$ 1,789.60	$ 1,841.60	$ 1,901.60	$ 1,972.00	$ 2,035.20
MW II - Transit	$ 41,683.20	$ 46,529.60	$ 47,881.60	$ 49,441.60	$ 51,272.00	$ 52,915.20
MW II - CBD						
MW II - Forestry						
MW II - Library						
MW II - Government Buildings						
MW II - Horticulture						
MW II - Pools						

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
6						
Buyer I - Equipment	$ 20.67	$ 23.15	$ 23.95	$ 24.85	$ 25.70	$ 26.59
Community Service Officer	$ 1,653.60	$ 1,852.00	$ 1,916.00	$ 1,988.00	$ 2,056.00	$ 2,127.20
Library Assistant I	$ 42,993.60	$ 48,152.00	$ 49,816.00	$ 51,688.00	$ 53,456.00	$ 55,307.20
Mass Transit Operator						
Buyer I - Purchasing						
Police Records Technician						
CSO - Station Master						
Community Outreach Assistant						
7						
Library Assistant II	$ 21.39	$ 23.95	$ 24.85	$ 25.70	$ 26.59	$ 27.55
MW II - Refuse	$ 1,711.20	$ 1,916.00	$ 1,988.00	$ 2,056.00	$ 2,127.20	$ 2,204.00
MW II - Wastewater Treatment	$ 44,491.20	$ 49,816.00	$ 51,688.00	$ 53,456.00	$ 55,307.20	$ 57,304.00
Parts/Data Entry Clerk - Transit						
Program Assistant - Community Development						
Operations Assistant - Senior Center						
Senior Clerk/Typist - Wastewater						
Housing Assistant						
MW II - Water Distribution						
Animal Services Officer						
CSO - Evidence						
MW II - Signs						
MW II - Water Service						
Customer Service Representative - Revenue						
Customer Service Representative - Transportation and Resource Management						
MW II - Eastside Recycling Center						
Senior Clerk/Typist - Streets						
8						
Laboratory Technician - Wastewater	$ 22.06	$ 24.85	$ 25.70	$ 26.59	$ 27.55	$ 28.57
Library Assistant III	$ 1,764.80	$ 1,988.00	$ 2,056.00	$ 2,127.20	$ 2,204.00	$ 2,285.60
MW III - Forestry	$ 45,884.80	$ 51,688.00	$ 53,456.00	$ 55,307.20	$ 57,304.00	$ 59,425.60
MW II - Streets						
MW III - Cemetery						
MW III - Parks						
Senior Accounts Payable Clerk						
Special Projects Assistant - Cable TV						
MW III - Refuse						
Housing Inspector Assistant						
MW III - Water Service						
Parts/Inventory Clerk - Equipment						
Laboratory Technician - Water						
Media Production Assistant						
MW III - Government Buildings						
9						
Buyer II	$ 22.76	$ 25.44	$ 26.33	$ 27.25	$ 28.19	$ 29.21
Mechanic I - Equipment	$ 1,820.80	$ 2,035.20	$ 2,106.40	$ 2,180.00	$ 2,255.20	$ 2,336.80
Office Coordinator - Recreation	$ 47,340.80	$ 52,915.20	$ 54,766.40	$ 56,680.00	$ 58,635.20	$ 60,756.80
Senior Engineering Technician						
Senior Library Assistant						
Housing Program Assistant						
MW III - Senior Center						
Communications Technician - Cable TV						
Landfill Operator						

AFSCME PAY PLAN FY19 (July 1, 2018) APPENDIX C-4 Page 3

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
10						
Housing Office Manager	$ 23.40	$ 26.19	$ 27.06	$ 27.95	$ 28.95	$ 29.94
Maintenance Operator - Wastewater	$ 1,872.00	$ 2,095.20	$ 2,164.80	$ 2,236.00	$ 2,316.00	$ 2,395.20
TPO - Wastewater Treatment	$ 48,672.00	$ 54,475.20	$ 56,284.80	$ 58,136.00	$ 60,216.00	$ 62,275.20
TPO - Water						
Maintenance Operator - Water						
Utility Billing Coordinator						
11						
MW III - Streets	$ 24.94	$ 27.55	$ 28.57	$ 29.73	$ 30.77	$ 31.93
MW III - Wastewater Collection	$ 1,995.20	$ 2,204.00	$ 2,285.60	$ 2,378.40	$ 2,461.60	$ 2,554.40
Mechanic II - Equipment	$ 51,875.20	$ 57,304.00	$ 59,425.60	$ 61,838.40	$ 64,001.60	$ 66,414.40
IT Support Specialist - Library						
Special Projects Inspector						
Mechanic II - Transit						
MW III - Lead Sweeper Operator						
Electrician - Traffic Engineering						
MW III - Water Distribution						
Electrician - Wastewater						
Library Public Relations Specialist						
Electronics Technician - Transportation Services						
12						
Construction Inspector II	$ 26.13	$ 28.55	$ 29.53	$ 30.62	$ 31.74	$ 32.76
Electronics Technician - Wastewater	$ 2,090.40	$ 2,284.00	$ 2,362.40	$ 2,449.60	$ 2,539.20	$ 2,620.80
Librarian I	$ 54,350.40	$ 59,384.00	$ 61,422.40	$ 63,689.60	$ 66,019.20	$ 68,140.80
Senior MW - Forestry						
Senior MW - Parks						
Senior MW - Turfgrass Specialist						
Building Inspector						
Senior MW - Landfill						
Public Information/Education Coordinator - Public Works						
Recycling Coordinator						
Utilities Technician - Engineering						
Neighborhood Services & Code Enforcement Specialist						
Senior MW - Horticulture Specialist						
13						
Chemist	$ 26.97	$ 29.73	$ 30.77	$ 31.93	$ 33.17	$ 34.39
Development Regulation Specialist	$ 2,157.60	$ 2,378.40	$ 2,461.60	$ 2,554.40	$ 2,653.60	$ 2,751.20
Electronics Technician - Traffic Engineering	$ 56,097.60	$ 61,838.40	$ 64,001.60	$ 66,414.40	$ 68,993.60	$ 71,531.20
Family Self-Sufficiency Program Coordinator						
Librarian II						
Mechanic III - Equipment (DAY)						
Mechanic III - Equipment (EVE)						
Senior Accountant - Accounting						
Senior Accountant - Revenue						
Survey Party Chief						
Mechanic III - Transit						
Grant Accountant						
Senior Accountant - Payroll						

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
14						
Program Specialist - Senior Center	$ 27.97	$ 30.77	$ 31.93	$ 33.17	$ 34.39	$ 35.50
Recreation Program Supervisor	$ 2,237.60	$ 2,461.60	$ 2,554.40	$ 2,653.60	$ 2,751.20	$ 2,840.00
Senior Construction Inspector	$ 58,177.60	$ 64,001.60	$ 66,414.40	$ 68,993.60	$ 71,531.20	$ 73,840.00
Senior MW - Streets						
Senior MW - Wastewater Plant						
Senior MW - Water Distribution						
Senior TPO - Wastewater						
Community Outreach Specialist - Senior Center						
Senior TPO - Water						
Network Database Specialist - Library						
Senior MW - Water Plant						
Customer Service Coordinator						
Senior MW - Parking & Transit						
Senior MW - Wastewater Collection						
Library Web Specialist						
Development Specialist - Senior Center						
15						
Associate Planner	$ 29.21	$ 31.96	$ 33.21	$ 34.45	$ 35.55	$ 36.76
Civil Engineer	$ 2,336.80	$ 2,556.80	$ 2,656.80	$ 2,756.00	$ 2,844.00	$ 2,940.80
Human Rights Investigator	$ 60,756.80	$ 66,476.80	$ 69,076.80	$ 71,656.00	$ 73,944.00	$ 76,460.80
Senior Librarian						
Water Engineer						
Sustainability Coordinator						

AFSCME PAY PLAN FY20 (June 30, 2019)
2% ATB

APPENDIX C-5

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1						
Custodian - Government Buildings	$ 17.87	$ 20.05	$ 20.66	$ 21.41	$ 22.07	$ 22.84
MW I - Senior Center	$ 1,429.60	$ 1,604.00	$ 1,652.80	$ 1,712.80	$ 1,765.60	$ 1,827.20
Custodian - Library	$ 37,169.60	$ 41,704.00	$ 42,972.80	$ 44,532.80	$ 45,905.60	$ 47,507.20
2						
Cashier - Parking	$ 18.42	$ 20.66	$ 21.41	$ 22.07	$ 22.84	$ 23.61
Purchasing Clerk	$ 1,473.60	$ 1,652.80	$ 1,712.80	$ 1,765.60	$ 1,827.20	$ 1,888.80
MW I - Meter Reader	$ 38,313.60	$ 42,972.80	$ 44,532.80	$ 45,905.60	$ 47,507.20	$ 49,108.80
MW I - Parking Systems						
MW I - Transit						
MW I - Library						
Animal Center Assistant						
Receptionist - Senior Center						
3						
Cashier - Revenue	$ 19.04	$ 21.41	$ 22.07	$ 22.84	$ 23.61	$ 24.43
Clerical Assistant - Cable TV	$ 1,523.20	$ 1,712.80	$ 1,765.60	$ 1,827.20	$ 1,888.80	$ 1,954.40
MW I - Water Customer Service	$ 39,603.20	$ 44,532.80	$ 45,905.60	$ 47,507.20	$ 49,108.80	$ 50,814.40
Parking Enforcement Attendant						
Scalehouse Operator						
Water Services Clerk						
MW I - Water Plant						
MW I - Government Buildings						
4						
Account Clerk - Accounting	$ 19.71	$ 22.07	$ 22.84	$ 23.61	$ 24.43	$ 25.35
MW I - Refuse	$ 1,576.80	$ 1,765.60	$ 1,827.20	$ 1,888.80	$ 1,954.40	$ 2,028.00
MW I - Streets	$ 40,996.80	$ 45,905.60	$ 47,507.20	$ 49,108.80	$ 50,814.40	$ 52,728.00
MW II - Cemetery						
Library Clerk						
Animal Care Technician						
MW I - Wastewater Treatment						
Aquatics Assistant						
MW I - Athletic Fields						
MW I - Parks						
5						
MW II - Parks	$ 20.44	$ 22.82	$ 23.48	$ 24.25	$ 25.14	$ 25.95
MW II - Transportation Services	$ 1,635.20	$ 1,825.60	$ 1,878.40	$ 1,940.00	$ 2,011.20	$ 2,076.00
MW II - Transit	$ 42,515.20	$ 47,465.60	$ 48,838.40	$ 50,440.00	$ 52,291.20	$ 53,976.00
MW II - CBD						
MW II - Forestry						
MW II - Library						
MW II - Government Buildings						
MW II - Horticulture						
MW II - Pools						

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
6						
Buyer I - Equipment	$ 21.08	$ 23.61	$ 24.43	$ 25.35	$ 26.21	$ 27.12
Community Service Officer	$ 1,686.40	$ 1,888.80	$ 1,954.40	$ 2,028.00	$ 2,096.80	$ 2,169.60
Library Assistant I	$ 43,846.40	$ 49,108.80	$ 50,814.40	$ 52,728.00	$ 54,516.80	$ 56,409.60
Mass Transit Operator						
Buyer I - Purchasing						
Police Records Technician						
CSO - Station Master						
Community Outreach Assistant						
7						
Library Assistant II	$ 21.82	$ 24.43	$ 25.35	$ 26.21	$ 27.12	$ 28.10
MW II - Refuse	$ 1,745.60	$ 1,954.40	$ 2,028.00	$ 2,096.80	$ 2,169.60	$ 2,248.00
MW II - Wastewater Treatment	$ 45,385.60	$ 50,814.40	$ 52,728.00	$ 54,516.80	$ 56,409.60	$ 58,448.00
Parts/Data Entry Clerk - Transit						
Program Assistant - Community Development						
Operations Assistant - Senior Center						
Senior Clerk/Typist - Wastewater						
Housing Assistant						
MW II - Water Distribution						
Animal Services Officer						
CSO - Evidence						
MW II - Signs						
MW II - Water Service						
Customer Service Representative - Revenue						
Customer Service Representative - Transportation and Resource Management						
MW II - Eastside Recycling Center						
Senior Clerk/Typist - Streets						
8						
Laboratory Technician - Wastewater	$ 22.50	$ 25.35	$ 26.21	$ 27.12	$ 28.10	$ 29.14
Library Assistant III	$ 1,800.00	$ 2,028.00	$ 2,096.80	$ 2,169.60	$ 2,248.00	$ 2,331.20
MW III - Forestry	$ 46,800.00	$ 52,728.00	$ 54,516.80	$ 56,409.60	$ 58,448.00	$ 60,611.20
MW II - Streets						
MW III - Cemetery						
MW III - Parks						
Senior Accounts Payable Clerk						
Special Projects Assistant - Cable TV						
MW III - Refuse						
Housing Inspector Assistant						
MW III - Water Service						
Parts/Inventory Clerk - Equipment						
Laboratory Technician - Water						
Media Production Assistant						
MW III - Government Buildings						
9						
Buyer II	$ 23.22	$ 25.95	$ 26.86	$ 27.80	$ 28.75	$ 29.79
Mechanic I - Equipment	$ 1,857.60	$ 2,076.00	$ 2,148.80	$ 2,224.00	$ 2,300.00	$ 2,383.20
Office Coordinator - Recreation	$ 48,297.60	$ 53,976.00	$ 55,868.80	$ 57,824.00	$ 59,800.00	$ 61,963.20
Senior Engineering Technician						
Senior Library Assistant						
Housing Program Assistant						
MW III - Senior Center						
Communications Technician - Cable TV						
Landfill Operator						

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
10						
Housing Office Manager	$ 23.87	$ 26.71	$ 27.60	$ 28.51	$ 29.53	$ 30.54
Maintenance Operator - Wastewater	$ 1,909.60	$ 2,136.80	$ 2,208.00	$ 2,280.80	$ 2,362.40	$ 2,443.20
TPO - Wastewater Treatment	$ 49,649.60	$ 55,556.80	$ 57,408.00	$ 59,300.80	$ 61,422.40	$ 63,523.20
TPO - Water						
Maintenance Operator - Water						
Utility Billing Coordinator						
11						
MW III - Streets	$ 25.44	$ 28.10	$ 29.14	$ 30.32	$ 31.39	$ 32.57
MW III - Wastewater Collection	$ 2,035.20	$ 2,248.00	$ 2,331.20	$ 2,425.60	$ 2,511.20	$ 2,605.60
Mechanic II - Equipment	$ 52,915.20	$ 58,448.00	$ 60,611.20	$ 63,065.60	$ 65,291.20	$ 67,745.60
IT Support Specialist - Library						
Special Projects Inspector						
Mechanic II - Transit						
MW III - Lead Sweeper Operator						
Electrician - Traffic Engineering						
MW III - Water Distribution						
Electrician - Wastewater						
Library Public Relations Specialist						
Electronics Technician - Transportation Services						
12						
Construction Inspector II	$ 26.65	$ 29.12	$ 30.12	$ 31.23	$ 32.37	$ 33.42
Electronics Technician - Wastewater	$ 2,132.00	$ 2,329.60	$ 2,409.60	$ 2,498.40	$ 2,589.60	$ 2,673.60
Librarian I	$ 55,432.00	$ 60,569.60	$ 62,649.60	$ 64,958.40	$ 67,329.60	$ 69,513.60
Senior MW - Forestry						
Senior MW - Parks						
Senior MW - Turfgrass Specialist						
Building Inspector						
Senior MW - Landfill						
Public Information/Education Coordinator - Public Works						
Recycling Coordinator						
Utilities Technician - Engineering						
Neighborhood Services & Code Enforcement Specialist						
Senior MW - Horticulture Specialist						
13						
Chemist	$ 27.51	$ 30.32	$ 31.39	$ 32.57	$ 33.83	$ 35.08
Development Regulation Specialist	$ 2,200.80	$ 2,425.60	$ 2,511.20	$ 2,605.60	$ 2,706.40	$ 2,806.40
Electronics Technician - Traffic Engineering	$ 57,220.80	$ 63,065.60	$ 65,291.20	$ 67,745.60	$ 70,366.40	$ 72,966.40
Family Self-Sufficiency Program Coordinator						
Librarian II						
Mechanic III - Equipment (DAY)						
Mechanic III - Equipment (EVE)						
Senior Accountant - Accounting						
Senior Accountant - Revenue						
Survey Party Chief						
Mechanic III - Transit						
Grant Accountant						
Senior Accountant - Payroll						

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
14						
Program Specialist - Senior Center	$ 28.53	$ 31.39	$ 32.57	$ 33.83	$ 35.08	$ 36.21
Recreation Program Supervisor	$ 2,282.40	$ 2,511.20	$ 2,605.60	$ 2,706.40	$ 2,806.40	$ 2,896.80
Senior Construction Inspector	$ 59,342.40	$ 65,291.20	$ 67,745.60	$ 70,366.40	$ 72,966.40	$ 75,316.80
Senior MW - Streets						
Senior MW - Wastewater Plant						
Senior MW - Water Distribution						
Senior TPO - Wastewater						
Community Outreach Specialist - Senior Center						
Senior TPO - Water						
Network Database Specialist - Library						
Senior MW - Water Plant						
Customer Service Coordinator						
Senior MW - Parking & Transit						
Senior MW - Wastewater Collection						
Library Web Specialist						
Development Specialist - Senior Center						
15						
Associate Planner	$ 29.79	$ 32.60	$ 33.87	$ 35.14	$ 36.26	$ 37.50
Civil Engineer	$ 2,383.20	$ 2,608.00	$ 2,709.60	$ 2,811.20	$ 2,900.80	$ 3,000.00
Human Rights Investigator	$ 61,963.20	$ 67,808.00	$ 70,449.60	$ 73,091.20	$ 75,420.80	$ 78,000.00
Senior Librarian						
Water Engineer						
Sustainability Coordinator						

AFSCME PAY PLAN FY21 (June 28, 2020)
2% ATB

APPENDIX C-6

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1						
Custodian - Government Buildings	$ 18.23	$ 20.45	$ 21.07	$ 21.84	$ 22.51	$ 23.30
MW I - Senior Center	$ 1,458.40	$ 1,636.00	$ 1,685.60	$ 1,747.20	$ 1,800.80	$ 1,864.00
Custodian - Library	$ 37,918.40	$ 42,536.00	$ 43,825.60	$ 45,427.20	$ 46,820.80	$ 48,464.00
2						
Cashier - Parking	$ 18.79	$ 21.07	$ 21.84	$ 22.51	$ 23.30	$ 24.08
Purchasing Clerk	$ 1,503.20	$ 1,685.60	$ 1,747.20	$ 1,800.80	$ 1,864.00	$ 1,926.40
MW I - Meter Reader	$ 39,083.20	$ 43,825.60	$ 45,427.20	$ 46,820.80	$ 48,464.00	$ 50,086.40
MW I - Parking Systems						
MW I - Transit						
MW I - Library						
Animal Center Assistant						
Receptionist - Senior Center						
3						
Cashier - Revenue	$ 19.42	$ 21.84	$ 22.51	$ 23.30	$ 24.08	$ 24.92
Clerical Assistant - Cable TV	$ 1,553.60	$ 1,747.20	$ 1,800.80	$ 1,864.00	$ 1,926.40	$ 1,993.60
MW I - Water Customer Service	$ 40,393.60	$ 45,427.20	$ 46,820.80	$ 48,464.00	$ 50,086.40	$ 51,833.60
Parking Enforcement Attendant						
Scalehouse Operator						
Water Services Clerk						
MW I - Water Plant						
MW I - Government Buildings						
4						
Account Clerk - Accounting	$ 20.10	$ 22.51	$ 23.30	$ 24.08	$ 24.92	$ 25.86
MW I - Refuse	$ 1,608.00	$ 1,800.80	$ 1,864.00	$ 1,926.40	$ 1,993.60	$ 2,068.80
MW I - Streets	$ 41,808.00	$ 46,820.80	$ 48,464.00	$ 50,086.40	$ 51,833.60	$ 53,788.80
MW II - Cemetery						
Library Clerk						
Animal Care Technician						
MW I - Wastewater Treatment						
Aquatics Assistant						
MW I - Athletic Fields						
MW I - Parks						
5						
MW II - Parks	$ 20.85	$ 23.28	$ 23.95	$ 24.74	$ 25.64	$ 26.47
MW II - Transportation Services	$ 1,668.00	$ 1,862.40	$ 1,916.00	$ 1,979.20	$ 2,051.20	$ 2,117.60
MW II - Transit	$ 43,368.00	$ 48,422.40	$ 49,816.00	$ 51,459.20	$ 53,331.20	$ 55,057.60
MW II - CBD						
MW II - Forestry						
MW II - Library						
MW II - Government Buildings						
MW II - Horticulture						
MW II - Pools						

AFSCME PAY PLAN FY21 (June 28, 2020) APPENDIX C-6 Page 2

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
6						
Buyer I - Equipment	$ 21.50	$ 24.08	$ 24.92	$ 25.86	$ 26.73	$ 27.66
Community Service Officer	$ 1,720.00	$ 1,926.40	$ 1,993.60	$ 2,068.80	$ 2,138.40	$ 2,212.80
Library Assistant I	$ 44,720.00	$ 50,086.40	$ 51,833.60	$ 53,788.80	$ 55,598.40	$ 57,532.80
Mass Transit Operator						
Buyer I - Purchasing						
Police Records Technician						
CSO - Station Master						
Community Outreach Assistant						
7						
Library Assistant II	$ 22.26	$ 24.92	$ 25.86	$ 26.73	$ 27.66	$ 28.66
MW II - Refuse	$ 1,780.80	$ 1,993.60	$ 2,068.80	$ 2,138.40	$ 2,212.80	$ 2,292.80
MW II - Wastewater Treatment	$ 46,300.80	$ 51,833.60	$ 53,788.80	$ 55,598.40	$ 57,532.80	$ 59,612.80
Parts/Data Entry Clerk - Transit						
Program Assistant - Community Development						
Operations Assistant - Senior Center						
Senior Clerk/Typist - Wastewater						
Housing Assistant						
MW II - Water Distribution						
Animal Services Officer						
CSO - Evidence						
MW II - Signs						
MW II - Water Service						
Customer Service Representative - Revenue						
Customer Service Representative - Transportation and Resource Management						
MW II - Eastside Recycling Center						
Senior Clerk/Typist - Streets						
8						
Laboratory Technician - Wastewater	$ 22.95	$ 25.86	$ 26.73	$ 27.66	$ 28.66	$ 29.72
Library Assistant III	$ 1,836.00	$ 2,068.80	$ 2,138.40	$ 2,212.80	$ 2,292.80	$ 2,377.60
MW III - Forestry	$ 47,736.00	$ 53,788.80	$ 55,598.40	$ 57,532.80	$ 59,612.80	$ 61,817.60
MW II - Streets						
MW III - Cemetery						
MW III - Parks						
Senior Accounts Payable Clerk						
Special Projects Assistant - Cable TV						
MW III - Refuse						
Housing Inspector Assistant						
MW III - Water Service						
Parts/Inventory Clerk - Equipment						
Laboratory Technician - Water						
Media Production Assistant						
MW III - Government Buildings						
9						
Buyer II	$ 23.68	$ 26.47	$ 27.40	$ 28.36	$ 29.33	$ 30.39
Mechanic I - Equipment	$ 1,894.40	$ 2,117.60	$ 2,192.00	$ 2,268.80	$ 2,346.40	$ 2,431.20
Office Coordinator - Recreation	$ 49,254.40	$ 55,057.60	$ 56,992.00	$ 58,988.80	$ 61,006.40	$ 63,211.20
Senior Engineering Technician						
Senior Library Assistant						
Housing Program Assistant						
MW III - Senior Center						
Communications Technician - Cable TV						
Landfill Operator						

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
10						
Housing Office Manager	$ 24.35	$ 27.24	$ 28.15	$ 29.08	$ 30.12	$ 31.15
Maintenance Operator - Wastewater	$ 1,948.00	$ 2,179.20	$ 2,252.00	$ 2,326.40	$ 2,409.60	$ 2,492.00
TPO - Wastewater Treatment	$ 50,648.00	$ 56,659.20	$ 58,552.00	$ 60,486.40	$ 62,649.60	$ 64,792.00
TPO - Water						
Maintenance Operator - Water						
Utility Billing Coordinator						
11						
MW III - Streets	$ 25.95	$ 28.66	$ 29.72	$ 30.93	$ 32.02	$ 33.22
MW III - Wastewater Collection	$ 2,076.00	$ 2,292.80	$ 2,377.60	$ 2,474.40	$ 2,561.60	$ 2,657.60
Mechanic II - Equipment	$ 53,976.00	$ 59,612.80	$ 61,817.60	$ 64,334.40	$ 66,601.60	$ 69,097.60
IT Support Specialist - Library						
Special Projects Inspector						
Mechanic II - Transit						
MW III - Lead Sweeper Operator						
Electrician - Traffic Engineering						
MW III - Water Distribution						
Electrician - Wastewater						
Library Public Relations Specialist						
Electronics Technician - Transportation Services						
12						
Construction Inspector II	$ 27.18	$ 29.70	$ 30.72	$ 31.85	$ 33.02	$ 34.09
Electronics Technician - Wastewater	$ 2,174.40	$ 2,376.00	$ 2,457.60	$ 2,548.00	$ 2,641.60	$ 2,727.20
Librarian I	$ 56,534.40	$ 61,776.00	$ 63,897.60	$ 66,248.00	$ 68,681.60	$ 70,907.20
Senior MW - Forestry						
Senior MW - Parks						
Senior MW - Turfgrass Specialist						
Building Inspector						
Senior MW - Landfill						
Public Information/Education Coordinator - Public Works						
Recycling Coordinator						
Utilities Technician - Engineering						
Neighborhood Services & Code Enforcement Specialist						
Senior MW - Horticulture Specialist						
13						
Chemist	$ 28.06	$ 30.93	$ 32.02	$ 33.22	$ 34.51	$ 35.78
Development Regulation Specialist	$ 2,244.80	$ 2,474.40	$ 2,561.60	$ 2,657.60	$ 2,760.80	$ 2,862.40
Electronics Technician - Traffic Engineering	$ 58,364.80	$ 64,334.40	$ 66,601.60	$ 69,097.60	$ 71,780.80	$ 74,422.40
Family Self-Sufficiency Program Coordinator						
Librarian II						
Mechanic III - Equipment (DAY)						
Mechanic III - Equipment (EVE)						
Senior Accountant - Accounting						
Senior Accountant - Revenue						
Survey Party Chief						
Mechanic III - Transit						
Grant Accountant						
Senior Accountant - Payroll						

PAYGRADE:	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
14						
Program Specialist - Senior Center	$ 29.10	$ 32.02	$ 33.22	$ 34.51	$ 35.78	$ 36.93
Recreation Program Supervisor	$ 2,328.00	$ 2,561.60	$ 2,657.60	$ 2,760.80	$ 2,862.40	$ 2,954.40
Senior Construction Inspector	$ 60,528.00	$ 66,601.60	$ 69,097.60	$ 71,780.80	$ 74,422.40	$ 76,814.40
Senior MW - Streets						
Senior MW - Wastewater Plant						
Senior MW - Water Distribution						
Senior TPO - Wastewater						
Community Outreach Specialist - Senior Center						
Senior TPO - Water						
Network Database Specialist - Library						
Senior MW - Water Plant						
Customer Service Coordinator						
Senior MW - Parking & Transit						
Senior MW - Wastewater Collection						
Library Web Specialist						
Development Specialist - Senior Center						
15						
Associate Planner	$ 30.39	$ 33.25	$ 34.55	$ 35.84	$ 36.99	$ 38.25
Civil Engineer	$ 2,431.20	$ 2,660.00	$ 2,764.00	$ 2,867.20	$ 2,959.20	$ 3,060.00
Human Rights Investigator	$ 63,211.20	$ 69,160.00	$ 71,864.00	$ 74,547.20	$ 76,939.20	$ 79,560.00
Senior Librarian						
Water Engineer						
Sustainability Coordinator						

Naming and Recognition Policy: a regular policy review.

Issues

This was a new policy in 2014. At that time, it addressed the need for a formal naming process which had previously been almost exclusively tied to a capital campaign. The City had also recently adopted a resolution guiding naming for City property. The policy is intended to set guidelines for naming, and for removing names from, areas of the building.

When last discussed, the most significant issue for the Board was protecting the confidentiality of potential donors. During a capital campaign this is not an issue -- naming occurs routinely when gifts in pre-set amounts are made from a list of opportunities. However, when a donor approaches the Library with an offer of a significant gift if a certain naming opportunity can accompany the gift, a conversation about that proposal can only be had in an open meeting. For that reason, the policy establishes a committee to make a recommendation to the full Board, while maintaining a donor's confidentiality if it has been requested.

Staff Recommendation/Board Action

Staff recommends no changes.

Background

The City Naming Policy is included for your information.

Prepared by,
Susan Craig, Library Director
Patty McCarthy, Development Director

705: Naming and Recognition Policy

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

705.1 The purpose of the naming and recognition policy is to enable the Iowa City Public Library to encourage and recognize extraordinary generosity on the part of individuals, families, businesses, nonprofit organizations, and other donors as well as to acknowledge exceptional achievement in service to the Iowa City Public Library.

705.2 Other than as described here recognition provided to donors or others in support of the Library is the responsibility of the Library Director. This includes naming of specific programs and services; and collection items, equipment, or furnishings purchased with gift money.

705.3 This policy covers naming of physical spaces and items including, but not limited to: meeting rooms, reading areas, special use areas, walkways, equipment, furniture and art. It does not cover naming the building which is reserved for the Iowa City City Council.

705.4 An ad-hoc committee including the Board president, Vice-President, and Board representatives to the Iowa City Public Library Friends Foundation Board, the Library Director and the Library Development Director will make decisions regarding naming proposals. Naming proposals may be sent to the Committee by the Library Director, the Development Director, Library Board of Trustees member, or any Iowa City Public Library Friends Foundation board member. Proposals must include a naming opportunity agreement containing conditions, terms and payment schedule for the contribution. A donor's name may remain confidential during the review process. If approved by the Committee the Library Board will be informed of the donor's name, the amount of the gift, the area or item to be named, and the general category of the donor (individual, corporation, etc.).

705.5 The Library Director or any Library Board member may recommend naming an area for other than monetary contributions.

705.6 The manner of recognition will be determined by the Library Director or designee in cooperation with the Development Director.

705.7 Named spaces must include the function of the area, e.g., The "Children's Room," the "Meeting Room" in addition to the donor or honoree's name.

705.8 The naming of a physical space or item confers no property rights or interest upon the donor, individual or entity. Maintenance, restoration, repair and/or security of the named space or item will be assumed by the Library based on budget and priorities.

705.8 The Board of Trustees may, at any time, end the named recognition of a physical space or item. Recognition may end if an area is closed, redesigned or repurposed; or an item is replaced. The Board may terminate or alter a naming designation under unusual or extraordinary circumstances.

Adopted: 2/27/14
Reviewed: 1/26/17

CITY NAMING POLICY

A. Naming of Entire Building or Facility

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

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

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

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

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

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

802: Confidentiality and Privacy Policy

Proposal:
Additional updates following the December, 2016 Library Board discussion about the Confidentiality Policy.

Issues:
Following the December 2016 discussion about the Confidentiality Policy, staff looked at the policy again with a focus on:

1. Adding definitions
2. Consolidating exceptions
3. Including steps the Library takes to inform patrons about privacy and confidentiality rights and potential risks.

Staff reviewed confidentiality policies from other libraries, as well as information about confidentiality and privacy from the American Library Association. Changes are based on local practice as well as information found during our research.

Confidentiality and privacy was the main topic of the January, 2017 All Staff meeting. All staff were asked to review the changes to the policy prior to the meeting. Library staff attending the meeting participated in a good discussion of the issues and proposed changes to the policy.

Because there are so many changes, we are providing a redlined version reflecting the changes, and a version of the policy if the suggested changes are accepted.

Action Required:
Review and adopt as amended.

Prepared by:
Kara Logsden, Community & Access Services Coordinator, January 10, 2017

Review committee:
Library Coordinators and staff

802: CONFIDENTIALITY and PRIVACY

See also related policies: Use of Library's Cardholder Database (704), Circulation of Materials (801), Display Policy (805), Internet Use Policy (815), Meeting Rooms (806), Library Bill of Rights (1001), Volunteer Policy (505) and Conduct in the Library (809). See also Code of Iowa, Chapter 22, Examination of Public Records (Open Records) and Section 22.7, Confidential Records.

802.1 ~~Confidentiality of library records is central to intellectual freedom and directly related to the ability of citizens to use library materials and pursue information without fear of intimidation.~~ The purpose of this policy is to explain how the Library serves as custodian of and protects confidential information; honors privacy; ~~will~~ responds to requests for information about library users; and alerts patrons about confidentiality and privacy rights and potential risks.

802.2 Definitions:

a. **Privacy** is the right to open inquiry without having the subject of one's interest examined or scrutinized by others.

b. **Confidentiality** exists when a library is in possession of Personally Identifiable Information about users and keeps that information private on their behalf.

c. **Personal Information** includes specific information such as an individual's name, address, telephone number, and eMail address. In some places this is also called Personal Identification.

d. **Personally Identifiable Information** is information that connects Personal Information with preferences and interests such as webpages searched, reference questions asked, or items checked out from a Library.

e. **Library Cards** provide ease of access to a type of Library Record.

f. **Library Record** means a document, record, or other method of storing information retained by a library that identifies Personal Information and/or a person as having requested or obtained specific information or materials from a library.

g. **Public Records** are documents, videos, or pieces of information related to the conduct of government that are not considered confidential.

h. The **Custodian of the Library Records** is the Library Director or her/his designee.

802.3 Confidentiality of Library Records is central to intellectual freedom and directly related to the ability of citizens to use library materials and pursue information without fear of intimidation.

802.4 Privacy is essential to the exercise of free speech, free thought and free association.

802.~~2~~ 5 ~~The Iowa City Public Library Board of Trustees recognizes that l~~ Library ~~circulation~~ Records and other Personally Identifiable Information ~~records identifying specific users~~ are confidential in nature. No individual except authorized Library staff shall have access to ~~circulation or patron~~ Library Records other than his or her own without the ~~cardholder's~~ individual's consent, except as listed below.

a. Library records may be subject to disclosure to officials pursuant to a process, subpoena or court order authorized pursuant to a federal, state, or local law relating to civil, criminal, administrative or legislative investigative power. Library staff will seek legal counsel from the City Attorney's Office in the event of such request for release of library records, and will respond to the request according to advice of counsel.

~~a~~b. The Library interprets possession of a card (or card number in a phone or email request) as consent to use it unless it has been reported lost or stolen, or there is reason to believe that consent has not been given.

~~b~~c. Library Records for long overdue checked out materials ~~accounts~~ for which a bill has been sent may be revealed to parents of minor children, a collection agency, or law enforcement personnel.

~~802.3~~ ~~Confidentiality extends to information sought or received and materials consulted, borrowed, or acquired and includes Internet and electronic resource search records; reference interviews and transactions; circulation records; interlibrary loan records; and other personally identifiable uses of library materials, equipment or services.~~

d. Illegal activity is not protected. The Library may review information when a violation of law or Library policy designed to protect facilities, network, and equipment is suspected.

~~a~~e. Contact information for displays and meeting~~s~~ reservations is provided by the user and considered public information.

~~b~~f. Persons attending library programs or public meetings may be ~~videotaped~~ recorded or photographed as an audience member. These images may be used for library programming or promotion, including broadcast on The Library Channel, Library website, the Internet, and other media.

~~c~~g. Security cameras are installed in the Library to protect the safety and security of people, the building and its contents. Only authorized Library staff may view recordings. ~~However,~~ Library security camera recordings are public records~~,~~ and may be viewed upon receipt of an open records or law enforcement request.

Library security camera recordings will be shared with law enforcement as a part of investigating and prosecuting crimes committed in the Library.

~~d~~h. The Library cannot guarantee the confidentiality of information sought or received, or materials consulted or borrowed from third-party digital services to which we provide access. When patrons use those resources, they are subject to the individual third-party terms and privacy policies.

i. The Library may use circulation records while attempting to identify the most recent user of an item that had something left inside, or contained harmful or suspicious content.

802.6 The Iowa City Public Library will take steps to inform library users of their privacy and confidentiality rights and potential risks including:

a. Avoiding creating unnecessary records and retaining records only as needed for Library business purposes.

b. Using the Library website to post the privacy policies of all third-party partners that require personally identifiable information.

c. Permanently posting basic confidentiality and privacy information on the Lobby Bulletin Board, the Library website, and in the Teen Center.

d. Routinely sharing reminders regarding privacy and confidentiality when Library Records are renewed.

e. Investing in appropriate technology to protect the security of personally identifiable information in the Library's custody including removing cookies, browsing history, cached files, or other computer and Internet use records that are placed on our computers or networks.

~~At no time will the Library Director, who serves as custodian of the records, release protected records except pursuant to a process, subpoena or court order authorized pursuant to a federal, state, or local law relating to civil, criminal, administrative or legislative investigative power. Library staff will seek legal counsel from the City Attorney's Office in the event of such request for release of library records, and will respond to the request according to advice of counsel.~~

Adopted: 09/17/70	Revised: 02/22/96	Revised: 01/22/09
Reviewed: 10/25/79	Revised: 05/27/99	Revised: 01/26/12
Reviewed: 04/27/89	Revised: 03/23/00	Reviewed: 08/28/14
Reviewed: 01/28/93	Revised: 01/23/03	Revised: 01/26/17
Revised: 03/30/95	Revised: 02/23/06	

802: CONFIDENTIALITY and PRIVACY

See also related policies: Use of Library's Cardholder Database (704), Circulation of Materials (801), Display Policy (805), Internet Use Policy (815), Meeting Rooms (806), Library Bill of Rights (1001), Volunteer Policy (505) and Conduct in the Library (809). See also Code of Iowa, Chapter 22, Examination of Public Records (Open Records) and Section 22.7, Confidential Records.

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802.5 Library Records and other Personally Identifiable Information are confidential in nature. No individual except authorized Library staff shall have access to Library Records other than his or her own without the individual's consent, except as listed below.

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d. Routinely sharing reminders regarding privacy and confidentiality when Library Records are renewed.

e. Investing in appropriate technology to protect the security of personally identifiable information in the Library's custody including removing cookies, browsing history, cached files, or other computer and Internet use records that are placed on our computers or networks.

Adopted: 09/17/70
Reviewed: 10/25/79
Reviewed: 04/27/89
Reviewed: 01/28/93
Revised: 03/30/95
Revised: 02/22/96
Revised: 05/27/99
Revised: 03/23/00
Revised: 01/23/03
Revised: 02/23/06
Revised: 01/22/09
Revised: 01/26/12
Reviewed: 08/28/14
Revised: 01/26/17

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eleanor-dilkes@iowa-city.org

January 13, 2017

Re: Privacy Concerns with Video Cameras in Public Library Restrooms

Dear Iowa City Public Library Board, City Council, Ms. Dilkes and Ms. Craig:

We are writing on behalf of Kellsie Pepponi, a sophomore at the University of Iowa and frequent patron of the Iowa City Public Library, regarding serious concerns about the cameras inside the interior of the Iowa City Public Library restrooms. Ms. Pepponi has shared her privacy concerns about the cameras with Susan Craig, Library Director, but does not feel her concerns were adequately addressed. Ms. Pepponi feels the cameras are a violation of her privacy in light of inadequate notice or warning that they record inside the most private of places: the restroom. We have included photographs of the bathroom cameras with this letter.

The fact that Ms. Pepponi feels the Iowa City Public Library Cameras intrude on her privacy caused her to reach out to the ACLU of Iowa for assistance. We write to you today to address these concerns and seek an appropriate remedy for all Iowa City Public Library Patrons.

The ACLU recognizes and honors the proud tradition of American libraries and librarians in protecting patron privacy and free speech, and we consider the Iowa City Public Library an ally on those important issues. Libraries exemplify the democratic ideal of citizens' access to information, while protecting citizens' right to keep their inquiries and their interests private. It is in that spirit that we are writing to you seeking resolution finally to this now years-long interruption in that stellar record regarding fidelity to those principles that the interior bathroom cameras represent.

I. Background

Kellsie Pepponi is a Chicago native attending the University of Iowa; she is in her second year at the University. Ms. Pepponi was a frequent patron of the Iowa City Public Library ("Library") and enjoyed their selection of books and movies. In mid-September of 2016, Ms. Pepponi used the restroom in the Library, and noticed the sign stating security cameras were in use. Ms. Pepponi saw security cameras outside the bathroom, monitoring the entrance, and reasonably believed those were the only cameras in use. She reasonably understood the notice to be informing her that the area just outside the bathroom door, not within the bathroom, was subject to video recording.

When Ms. Pepponi entered the bathroom, she did not immediately notice the cameras, as they are located behind the person entering the bathroom. However, once she entered the stall, she noticed a camera while standing up. From within the stall, she saw the camera in the corner of the bathroom, where it appeared to be facing her. Once she realized the cameras were in use inside of the bathroom, she left quickly and has not used the restrooms in the Library since.

Ms. Pepponi felt violated by the cameras. Because of the location of the camera inside the bathroom and the dome over the camera, she was unable to tell what the camera was recording and what it could see. Ms. Pepponi herself felt violated and also recognized that others may also feel anxiety about using the restroom and frequenting the Library after realizing their most private moments are being captured on film by a government entity.

Ms. Pepponi reached out to Library Director Susan Craig and received a response on September 21, 2016. Ms. Craig informed Ms. Pepponi that the bathroom cameras were for security purposes and have been a deterrent to criminal activity. Additionally, Iowa City Attorney Eleanor Dilkes reached out to Ms. Pepponi on Septmeber 27, 2016, informing Ms. Pepponi that the cameras were lawful and that Library patrons do not have a reasonable expectation of privacy in the common areas of the bathroom. Ms. Dilkes also informed Ms. Pepponi that the signage provided is adequate notice of the cameras in the bathroom, that the cameras are not actively monitored, and that footage is deleted after seven days.

II. Law

As Ms. Pepponi has accurately recognized, the restroom is an incredibly private place, and cameras placed in the restroom without adequate notice of what or where they are recording can increase the anxiety of patrons who frequent the Library. Both the U.S. Constitution and the Iowa Constitution recognize that individuals have the right to be free from warrantless surveillance by the government. U.S. Const. amend. IV. Iowa Const. art. 1, § 8. The U.S. Supreme Court and the Iowa Supreme Court have both held that an individual should be free from government surveillance when that individual has 1) a reasonable expectation of privacy in the place being search and 2) that expectation is one that society is prepared to recognize as reasonable. Katz v. U.S., 389 U.S. 347, 350 (1967); State v. Breuer, 577 N.W. 2d 41, 45 (Iowa, 1998). The purpose of this standard is to protect individuals from arbitrary government invasion. Breuer, 577 N.W. 2d at 45.

Courts have noted that individuals can expect a significant amount of privacy in the restroom. U.S. v. White, 890 F.2d 1012, 1015 (8th Cir., 1990). The 8th Circuit Court of Appeals recognized that even civilly committed individuals under the government's care have a reasonable expectation of privacy in single person bathrooms in a government facility. Arnzen III v. Palmer, 713 F.3d 369, 373 (8th Cir., 2013). The 8th Circuit has also held that an individual's expectation of privacy in a public bathroom may be diminished by the length of time a person occupies the bathroom, the design of the bathroom, and where in the bathroom observation is taking place. U.S. v. Hill, 393 F.3d 839, 841 (8th Cir., 2005).

Although individuals do not enjoy complete privacy in common areas of public restrooms, courts agree that individuals do enjoy some level of privacy. Even in the common areas, or areas that can be viewed from the common areas, people do not expect to have their actions recorded and permanently preserved by government surveillance. See Scharrer, *Covert Electronic Surveillance of Public Rest Rooms: Privacy in the Common Area?*, 6 Cooley L. Rev. 495, 501 (1989). The Library's public bathrooms are provided by the city of Iowa City, a government entity. Individuals have a reasonable expectation that their activities will not be observed and recorded by the government.

We recognize an expectation of privacy in public restrooms in our society. Public restrooms are "the final bastion of privacy is to be found in the area of human procreation and excretion . . . and if a person is entitled to any shred of privacy, then it is privacy as to these matters." State v. Casconi, 766 P.2d 397, 399 (Ct. App. Ore., 1988).

Even common areas of public bathrooms can be used for private activities, such as to "change clothes, nurse infants, adjust undergarments, apply make-up, putting it somewhat politely, relieve itches in private parts . . . people also carry on private conversations." Scharrer, *Covert Electronic Surveillance of Public Rest Rooms: Privacy in the Common Area?*, 6 Cooley L. Rev. 495, 501 (1989). Individuals in public restrooms can reasonably expect to have their privacy infringed upon by another patron. However, it does not necessarily follow that same individual should expect to have their private actions observed and recorded by a government

entity. *See* O'Callaghan, *Cameras in the Restroom: Police Surveillance and the Fourth Amendment*, 22 Hastings Con. L.Q. 867, 874 (1995).

Though it may be argued that individuals have a diminished expectation of privacy in the common areas of the bathroom, footage from the Library cameras show that individuals do engage in highly private activity, even in the common areas. In 2013, the ACLU of Iowa documented the use of the cameras within the restrooms, and submitted an open records request to the Library regarding footage. In response, we were provided with video footage of the restroom recordings. In the women's restroom, one camera shows a mother and daughter emerging from the same stall while the mother is still trying to help the child get dressed. Another camera shows a woman sponging herself off with a wet paper towel, and a young girl changing in the common area. In the men's room, a camera shows a man zipping up his pants and adjusting himself while approaching the sink to wash his hands. While individuals are given notice that they are being recorded, library patrons have an expectation that these private acts should not be observed and recorded by a government entity. Due to the private nature of these acts, society does recognize that there is a reasonable expectation of privacy in public library bathrooms. Individuals are not informed that recordings are open records subject to disclosure.[1]

When balancing a Library patron's privacy against the interests of the city of Iowa City, it follows that an individual carrying out very private matters in a public restroom would have a legitimate privacy interest in said rest room. While preventing theft is a legitimate government interest, it does not outweigh a person's interest in not being observed by the government while they change clothes, adjust themselves, or nurse their child in the common area of the bathroom. Put simply, the patrons entering the restroom to engage in this conduct do so seeking privacy, and would not engage in the same behavior in the common, public areas just outside the bathroom doors.

There are less intrusive methods available to the library to prevent theft. For instance, the library could install sensors at the entrance to the bathrooms and prevent individuals from taking library materials into the bathrooms at all. The sensors would sound if a person entered or exited the rest room with library materials. This has the added benefit of reducing the library's cost of housing and keeping up the cameras.

As Ms. Craig noted in her email to Ms. Pepponi, librarians are very sensitive to privacy issues and libraries are charged with the duty to protect patrons' privacy. Our organization deeply values and supports the work of librarians across our state and country for their often fearless defense of these important principles. The "Library Bill of Rights" is a set of principles

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[1] During her meeting with Ms. Craig on September 27, 2016, Ms. Pepponi asked her if there was a process she could use to obtain a portion of the footage of her in the women's restroom. Ms. Craig responded that only select individuals could view the footage. To be clear, while library patrons have a clear expectation of privacy within the bathrooms, we do not believe that answer complies with Iowa Open Records law under Chapter 22. Clearly, the best solution, rather than make a choice between providing the public with sensitive video capturing private images of library patrons in the bathroom, or violate Open Records law, is to remove the cameras from the bathrooms altogether.

that guide policies for services provided by libraries. American Library Association, "Library Bill of Rights", http://www.ala.org/advocacy/intfreedom/librarybill. In the ALA's interpretation of the privacy aspects of the Library Bill of Rights, the right to privacy is "the right to open inquiry without having the subject of one's interest examined or scrutinized by others." American Library Association, "Privacy: An Interpretation of the Library Bill of Rights", http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/privacy.

Libraries have the responsibility to provide unrestricted access to information, not to monitor the private actions of individuals. The Library is not adequately safeguarding the privacy rights of its patrons. Instead, it is chilling the privacy rights of individuals by subjecting them to government surveillance in the most private of spaces. Libraries should be safe havens of information, not places for the government to monitor the coming and going of individuals.

III. Remedy Required

We write to ask that you remove the cameras inside the public restrooms located in the Iowa City Public Library. If removal of the cameras is not feasible, we demand that appropriate, adequate, and complete notice be provided to patrons. This notice should make it clear that cameras are in operation inside the restroom. Notice must state that recordings are subject to open records requests. Notice should be posted not only outside the restroom entrance, but also inside the restroom. Patrons must be able to readily discern what is being recorded, who maintains the recordings, and that all recordings are subject to open records requests.

We are eager to work with you to address this important issue. Please inform us in writing of your decision either to take down the cameras or agreement to place adequate notice by Wednesday, January 25, 2016.

You may call me with any questions or to discuss this matter directly at (515) 207-0567, or by email at rita.bettis@aclu-ia.org.

Sincerely,

Rita Bettis

Rita Bettis
Legal Director

Enclosure: Photos of Iowa City Public Library bathroom cameras

Women's Restroom, Lobby

Figure 1

Figure 2
View from inside stall

Figure 3
Women's Restroom, Lobby

Men's Restroom, Lobby

Figure 4
Men's Lobby Restroom Camera

Figure 5
Signage outside lobby restroom

Women's Restroom, First Floor

Figure 6

Figure 7

Men's Restroom, First Floor

Figure 8

Figure 9

Figure 10, Interior Camera Notice

Women's Restroom, Second Floor*

Figure 11

*Note that the women's second floor restroom is identical in layout and camera placement to the women's first floor restroom.

Men's Restroom, Second Floor

Figure 12
Exterior Camera Notice

Figure 13
Interior Camera Notice

Figure 14

Figure 15
Visibility of camera from interior of stall

Men's Restroom, Lobby
Figure 1

---------- Forwarded message ----------
From: [redacted]
Date: 01/17/2017 15:07:12
Subject: I want the library to know that I support the use of security c...

I want the library to know that I support the use of security cameras in the public restrooms. I am not inconvenienced, nor is my privacy invaded by the use of the cameras. The use of cameras contributes significantly to my level of comfort at the library. If they were removed, that sense of ease would be significantly diminished and the restrooms would become much scarier.

IOWA CITY PUBLIC LIBRARY

Strategic Plan FY17: Goals and Objectives

Connect: The Iowa City Public Library connects people to information essential for daily living and offers them opportunities for enjoyment and personal growth

Engage: The Iowa City Public Library actively encourages discovery, learning, and greater participation in community life

Enrich: The Iowa City Public Library contributes to the quality of life in Iowa City by offering opportunities to explore diverse ideas, to exercise imagination, and to express creativity

Six Month Update	
Goal 1: Public Awareness	
Connect	1. Use gift support to add a third edition of The Window. **Report**: A third edition of The Window was mailed in early December to residences in our service area. We printed 52,995 copies for distribution.
	2. Plan an event for National Bookmobile Day in April 12, 2017. **Report**: An event is planned at Mercer Park from 5:30-7:30PM on April 12 with Antelope Lending Library. An event with food, music and other big vehicles is planned.
	3. Re-brand Digital History Project (DHP). **Report**: Update design for DHP website is slated for May. Marketing campaign will coincide with this spring release.
	4. Promote Local Music Project (LMP) after website improvements. **Report**: A new LMP website is currently in the development phase, with a projected release in June. A marketing campaign will coincide with the spring release date.
Engage	1. Promote 1,000 Books Before Kindergarten program. **Report**: New brochures are being created to take to outreach centers to provide to parents. We hope to reach our goal of 1,000 children signed up by the end of next fiscal year.
	2. Promote Friends Foundation (FF) 25th anniversary. **Report**: The Winter Window featured an article about the FF 25th anniversary in 2017. 25th anniversary logo unveiled in the Window newsletter and will be added to FF letterhead. Additional promotion will occur as commemorative events are planned with the Board of Directors of the FF.
	3. Evaluate and strengthen collection promotion strategies. **Report**: Audit of current collection promotion strategies was completed with librarian selectors in September. The website and shelving were identified as areas for improvement. A new reader's advisory tool for the website is in development. It will better showcase staff picks, recently added items, recently returned, coming soon, and featured subjects. It is slated for release in June. More face-out shelving was installed in the adult nonfiction and comics to better display book covers and provide visual cues. Staff picks for "where to begin" in a series has been added to the comic shelves to assist new readers. Character shelf dividers and themed displays are in development for the new comics area and will be implemented in the spring.

Enrich	1. Promote bookmobile service and stops. **Report**: A bookmobile logo was created and included in the design for the vinyl wrap of the bookmobile. Planning is underway regarding service and stops. The schedule will be finalized in February. The Bookmobile Work Group and Public Relations Team are leading the work and planning for promotional items for the National Bookmobile Day celebration and a Bookmobile Dedication event.
	2. Promote IC People series. **Report**: One program is complete and was discussed on a KCJJ radio program. The series will be promoted when there is more content to promote. An interview is planned for January.
Goal 2: Collaboration	
Connect	1. Feature downtown businesses in Digital History Project (DHP) **Report**: We dropped planned displays because Johnson County Historical Society developed the same project for their fall exhibit. We are working with Parks and Recreation department and ICPL FF to highlight their histories on the DHP.
	2. Increase involvement with Iowa City UNESCO City of Literature events. **Report**: A Recovering the Classics display, featuring four local entries and more than 50 national book designs was on display during the Iowa City Book Festival. ICPL hosted two days of readings during the Iowa City Book Festival. Children's will host a booth at the annual One Book Two Book festival of children's literature in February.
	3. Work with Antelope Lending Library (ALL) to cross-promote Bookmobile services and schedules. **Report**: ALL Summer 2016 schedules were distributed at ICPL. Staff met with ALL twice to plan complementary schedules and National Bookmobile Day. The schedule will be completed in February. There are plans for a printed flyer to promote both bookmobiles' schedules and services and a giveaway at the National Bookmobile Celebration on April 12.
Engage	1. Identify partners to provide STEAM opportunities to tweens and teens. **Report**: Anticipated MERGE partnership involving tweens and teens has not materialized due to changes to the scope of the organization. We are identifying other possible partners during our Family STEAM festival planning.
	2. Partner with ICPL Friends Foundation to celebrate its 25th anniversary. **Report**: Detailed planning with Friends Foundation Board of Directors expected to take priority in 2017 (FY17 & FY18).
Enrich'	1. Expand electronic collections partnerships. **Report**: On October 1, ICPL began offering digital magazines through a consortium with Coralville and North Liberty. Iowa City and Coralville had two separate digital collections with an overlap in many of the magazine titles. Working as a consortium, ICPL expanded its collection to 160 titles, expanded access to our joint service areas, and saved almost $5,000 on content.
	2. Advocate for improving access to State Historical Society collection in Iowa City. **Report**: Continued advocacy for State Historical Society at the Iowa Library Association annual meeting through a program on the status of the collections.
	3. Partner with City of Iowa City to promote equity and social justice education and programs. **Report**: Programming initiatives are planned with equity and social justice education considerations when possible. Fields of Opportunity, Invisible Hawkeyes, and North of Dixie – Civil Rights Photography beyond the South displays were co-sponsored and promoted with the City of Iowa City Human Rights Department. Offered a series of resume writing workshops with Iowa Workforce Development to assist recently displaced workers.
	4. Identify partners for bookmobile stops. **Report**: Staff are assessing stop venues and will reach out to community partners beginning in January.
	5. Provide programming to support the First Folio exhibit at the UI Main Library. **Report**: Programming offered for children, teens and adults, including a film Series, B.Y.O.B discussion series related to Shakespeare's works, a Shakespearean herb and flower program at Farmers' Market, and a program on stage combat for teens.

	6. Broaden Mission Creek Festival programming. **Report**: Potential co-sponsored event with Coffee House Press author as part of their "In The Stacks" library residency program. Will again host the Art + Life + Technology (ALT) free lecture series curated by Wes Beary.
	7. Host the Great Stories Club book discussion for at-risk students. **Report**: Successfully completed the Great Stories Club book discussion with Tate Alternative High School. Club averaged four students at each of the nine discussions. The final discussion was held at ICPL's Teen Center with a pizza party.
Goal 3: Program	
Connect	1. Expand Tales & Travels to add experiential kits to support outreach programming. **Report**: We received a generous gift from the Pilot Club to purchase new kits. Items for the kits have been ordered and will be incorporated into programs beginning in 2017.
	2. Maintain new Tween programming. **Report**: We have a set program every Thursday after school for tweens September-May, and a set program every Tuesday afternoon during the summer.
Engage	1. Plan a series of programs on topics related to environmental sustainability. **Report**: We hosted Well Fed, Well Read; a program focusing on the environment. We are partnering on a monthly program with Green Iowa AmeriCorps, beginning in January. Partnered with Eco Iowa City and the Senior Center on What Are We Doing with All Our Stuff, a three week decluttering and organizing program.
	2. Consider programming opportunities for bookmobile service. **Report**: Three Stories in the Park programs are planned each week this summer in conjunction with Bookmobile stops. Bookmobile service was the focus of the 2016 Staff Inservice Day. This served as a conversation catalyst for learning about opportunities and beginning to plan for programming opportunities.
	3. Expand Black History Month programming. **Report**: Several children's events planned for the month of February, including Fonziba, who is bringing an African Drums program, and an Underground Railroad Learning Trunk from the African American History Museum. We will offer two programs, one for children and one for all ages, on the life of Harriet Tubman. Partner with Johnson County League of Women Voters on a program with Lena and Michael Hill, authors of *Invisible Hawkeyes*. A concert with the Gospel Explosion Choir is planned.
	4. Utilize PLA Outcome Measurement system to gather data on programming. **Report**: The system has been reviewed. Next step is to select the programs to study.
	5. Offer programming specifically for older teens (10th – 12th grades). **Report**: Tabletop gaming offered weekly. In discussion with North Library and Coralville libraries about older teen programming. We partner with United Action for Youth to offer employment assistance twice a month in the Teen Center.
	6. Offer coding opportunities for teens. **Report**: We Can Code workshop offered each week to teach and encourage teens to explore the basics of computer programming and web development in a self-paced, example-driven, supportive environment.
	7. Offer a Family STEAM Fest. **Report**: We are planning this event which takes place May 19th & 20th, 2017 at ICPL and the Pedestrian Mall. Grants totaling $5,000 successfully sought from Iowa City Coralville Area Convention & Visitors Bureau, and Community Foundation of Johnson County.
Enrich	1. Evaluate 1,000 Books Before Kindergarten program. **Report**: Pearson grant report filed on 12/30/16 as required. We will evaluate at the one year mark in February.
	2. Offer creative hands-on workshops for adults focused on specific topics. **Report**: Partnered with ECO Iowa City and Senior Center on three part program about simplifying one's life. Will offer a series of classes using Adobe software in the spring.
	3. Consider working with program that offer kids meals during summer. **Report**: This is still in the consideration phase.

	4. Add IC People video series. **Report**: Research and recording two additional interviews for FY17 third quarter.
Goal 4: Content	
Connect	1. Complete project to improve browsability of graphic novels and comics. **Report**: Project completed in November. More than 6,500 items were moved from the nonfiction collection to their own section. The new location provides more face-out displays, more visibility, and improved browsing. At the beginning of January, 20% of the collection was checked out, compared with 14% at the same time last year.
	2. Plan for bookmobile collections. **Report**: A budget has been allocated and staff have been assigned to select the collection. Proposals for collection size, circulation targets, and circulation rules have been developed. Staff are currently working on workflow, system coding structures, item processing, and collection placement.
	3. Update storytime kit collection. **Report**: To expand the audience of the collection from ages 3-5 to 0-5, a list of topics for kits and their contents was created, and a test kit purchased. New packaging and shelving for the collection is being explored. To be completed this spring.
Engage	1. Implement recommendations from collection size study. **Report**: Collection size projects in the adult comic collection, adult reference, children's holiday, and children's fiction collections were completed this summer and fall. Staff are working on DVDs in the adult and children's collections.
	2. Prepare for the flood retrospective. **Report**: We are planning for commemorating the flood in spring, 2017.
Enrich	1. Evaluate use of circulating laptop computers, consider other non-traditional items for loan, including hotspots. **Report**: The ten laptops have circulated 243 times since March, 2016. Mobile internet hotspots will be available for patron use beginning January 30. Seven hotspots will be loaned individually; three will be paired with laptops.
Goal 5: Technology	
Connect	1. Plan for new phone system as part of City of Iowa City (COIC) upgrade. **Report**: The Library participated in selecting the consulting firm that will assist with the phone system upgrade. Staff have given feedback to the consultant about our phone needs and preferences.
Engage	1. Upgrade catalog to provide better searching and browsing experience for patrons. **Report**: Catalog Classic, the indexed-based catalog, will be phased out and no longer accessible to the public beginning February 1. Staff identified a wish list for catalog functionality to improve user experience. We are testing other catalogs. We plan to move FY17's budget for a new catalog to FY18 to better fit our Virtual Branch timeline.
	2. Investigate new mobile app possibilities for staff use. **Report**: Staff are evaluating a new Sierra app called Mobile Worklists to see if it improves workflow. Staff received training in January and are testing the product. This mobile app is not related to the MyICPL app which is intended for patron use.
	3. Plan for technology on bookmobile. **Report**: A general plan has been established and includes a security system, integration with the City's bus-location service, Internet access for staff, and WIFI access for patrons. Final integration of staff equipment with our internal network will be established after the bookmobile arrives.
	4. Implement Mobile Digital Media Lab. **Report**: The mobile lab will be outfitted with 10 computers, software, and other technology devices and will be brought to various community centers. In Spring 2017, the library will work with the Inside Out Program, to help individuals re-entering the community after serving a prison sentence. We hope to bring the mobile lab to the program's location and teach participants basic typing, internet usage, and job application skills. The mobile lab will also have hardware that will allow programs to support digital media creation such as personal audio histories.

Enrich	1. Virtual Branch: design virtual branch, including upgrade of ICPL Event Manager, improving the Local Music Project website, and improving access to the Digital History collection. **Report**: The Event Manager has been deployed and is working well; we are working on a number of enhancements. A content audit has been conducted and identified functionality that will be ported over to the new system. The Webmaster is meeting with staff to edit existing content. In December, we introduced a Beta version of the new MyICPL mobile app, which gives users convenient access to their account. Patrons may view and manage their accounts, search the catalog, add events to their personal calendar, and contact the library. MyICPL is scheduled for general release in mid-February. We will also begin migrating to a new content platform and updating the information architecture in February. The main layout and design phase is scheduled for April, we have already made incremental changes to site design as part of a conscious strategy to "morph" the website toward a new look instead of rolling out a big change at the end of the fiscal year.
Goal 6: Space/Facilities	
Connect	1. Utilize the Pedestrian Mall for more adult programming. **Report**: Will plan some programming for Summer Reading Program. Staff are participating in planning the Pedestrian Mall redesign.
	2. Design flexible use space for Meeting Room D and Computer Lab and consider improvements to large discussion rooms to make them attractive for group use. **Report**: Several meetings with staff and architects have been held. Hope to have Meeting Room D plans completed by March 1, so work can be completed this year.
	3. Make shelving changes to accommodate the graphic novel collection, consider other 2nd floor layout changes. **Report**: Old, tall shelving was cut down in size for the graphic novels, that shift is complete. In addition, the number of microfilm/fiche cabinets were downsized, and a former range of Reference shelving and the old atlas cases were removed, providing more space for patron seating.
Engage	1. Update eSign software. **Report**: The two eSigns in the Meeting Room Lobby and in the Children's Room have been moved to the new in-house eSign system which is simpler and easy to use. The subscription service for the previous system has been canceled and the software removed. We developed a temporary exhibit showcasing ICPL's Digital Newstand (formerly Zinio) for the touch signs on the 1st and 2nd floors. A new permanent system for the touch signs is currently being developed and should be in operation by the end of January.
	2. Study need for tween space in Children's Room. **Report**: We have met with the architects and are working on the design.
Enrich	1. Introduce bookmobile service. **Report**: An RFP process was completed and the Bookmobile was ordered from Summit Body Works in Commerce City, CO. We anticipate delivery in April 2017. Staff are planning for collections, procedures, schedule, community partners, and other details related to Bookmobile services. Bookmobile staff have been identified and training began in January 2017. All are in various stages of completing the chauffeur's license requirements to drive the Bookmobile. A new staff member will be hired in the spring and will lead efforts to introduce the Bookmobile to the community. A Grand Opening event is planned for the Spring.
Goal 7: Staffing	
Connect	1. Make changes to First Floor Page schedule to facilitate increased paging and quicker reshelving of new materials. **Report**: A Library Aide is now assigned to continuously reshelve new materials. We increased the frequency of retrieving on-shelf items that have been held (this is also referred to as "Paging"). We page for items before we open and nearly once per hour every hour we are open.
	2. Implement changes identified in FY16 job study. **Report**: Job study helped make decisions regarding bookmobile staffing. Bookmobile staff assignments have been adjusted with plans to shift some work from people assigned to the bookmobile to other staff.

	3. Participate in Crisis Intervention Team training when it is available through Johnson County. **Report**: An overview of Crisis Intervention Team training was presented at Inservice Day. It is expected county-wide training will be offered to Police and Fire personnel in the next year. When it is available to library staff we will participate.
Engage	1. Evaluate selection staffing and processes. **Report**: To be completed Spring 2017.
	2. Review scheduling rotations, hours and other needs with addition of bookmobile. **Report**: Review has been done and decisions made about changes to scheduling rotations. Discussions are under way with AFSCME representatives regarding possible changes to scheduling contract sideletters.
	3. Partner with United Action for Youth for Inservice Day training. **Report**: United Action for Youth presented a program on working with teens at Inservice Day.
Enrich	1. Organize staffing and training for bookmobile. **Report**: Data from the time study was reviewed and provided invaluable feedback for how staff assignments could be changed to make time for bookmobile work. Six staff have been identified to work on the Bookmobile. A job description for the new staff member is complete and the job will be posted in early 2017. Public Service Desk cross-training for Bookmobile staff begins in January.
Goal 8: Funding	
Connect	1. Present the $100,000 grant from the Friends Foundation for the bookmobile. **Report**: Check presentation to Iowa City City Council anticipated in March or April before National Bookmobile Day celebration when the ICPL Bookmobile will be introduced to the community.
	2. Determine private funding sources for other library initiatives suggested through the FY17 objectives. **Report**: Discussions ongoing and initiatives may be identified before year's end.
Engage	1. Respond to city budget challenges. **Report**: At this time the FY18 budget appears to be in good shape. The rollback was favorable and Iowa City saw good growth. Concerns loom over potential changes the State Legislature may make to the City's taxing ability.
Enrich	1. Support additional staff in Children's Room with private funding. **Report**: The Library Board approved using part of the Friends Foundation's annual gift to support additional staffing in the Children's Room.
	2. Introduce new Friends Foundation planned giving initiatives. **Report**: The introduction will be coordinated with the Friends Foundation 25th anniversary celebrations and will likely begin in FY17 fourth quarter.

IOWA CITY
PUBLIC LIBRARY
123 S. Linn St. • Iowa City, IA 52240
Director Susan Craig • phone 319-356-5200 • fax 319-356-5404 • www.icpl.org

DATE: January 18, 2017

TO: Library Board

FROM: Susan Craig, Library Director Susan Craig

RE: FY17 Budget Request

As you know, we had a serious issue with bedbugs in late December. The incident taught us a lot about dealing with bedbugs in library materials. Because bugs were found in several areas of the collection (as indicated by the inspection dog), we removed all the items from the entire range of shelving and placed them in a rented freezer for five days. The shelves were then treated twice with chemicals and will not be used again until the dog has indicated they are no longer contaminated. An inspection is scheduled for mid-February. The replacement cost of the more than 5,000 items we pulled from shelves is $103,933. These materials have been treated and are available for circulation. The cost of the freezer rental was $1,913 and we are grateful to the local company which gave us a discount. In addition, it took hours of time to set up the freezer and transport (because of the size of the freezer it could not be in the library) books for treatment. We have spent more than $5,000 on inspections and treatment from our pest control company, and discarded materials valued at more than $600.

Realizing that this situation may well occur again, we would like to purchase a pop up heat tent designed to eliminate bedbugs – heat is more efficient than cold. Items need to reach a specified heat for several hours for the complete elimination of any bugs. Because the cost is a significant capital expense -- $6,500 plus shipping, and it is not in the budget, I am requesting approval from the Board.

I have spoken with the City Manager and he is comfortable with the purchase. It will likely not increase our overall FY17 budget, as we typically have this amount of money at the end of the year. We could make the heat tent available to other City departments that may need it. The advantage of the tent is that when it is not in use it does not take up much space, and when it is being used, it will fit in our garage (it is 9' X 9' X 7') for efficient use.

We are currently updating procedures so when this situation happens again we will be better prepared.

COMPARISON OF IOWA URBAN PUBLIC LIBRARIES (IUPLA)

Taken from Data in FY2016 Reports to State Library

December 19, 2016 DRAFT

	AMES	CEDAR RAPIDS	COUNCIL BLUFFS	DAVENPORT	DES MOINES	DUBUQUE	IOWA CITY	SIOUX CITY	WATERLOO	WEST DES MOINES
Population - Year 2000 or Most Current	58,965	126,326	62,230	99,687	204,220	57,637	73,415	82,684	68,406	63,541
Employees										
in FTE	43.30	62.50	25.96	77.50	95.75	34.14	88.45	33.15	30.18	25.00
MLS in FTE	9.00	13.00	6.41	18.50	31.50	10.50	15.00	7.00	4.75	7.00
FTE per capita (per 1,000)	0.73	0.49	0.42	0.78	0.47	0.59	1.20	0.40	0.44	0.39
All Buildings/Bookmobiles: Total Hours Open Annually	4,150	6,032	3,432	7,826	13,399	3,172	3,409	7,241	3,391	3,400
Annual Hours Open per FTE	96	97	132	101	140	93	39	218	112	136
Main Library: Total Hours Open Annually										
End of FY	3,551	3,120	3,432	2,626	2,664	3,172	3,409	3,029	3,391	3,400
Per FTE	82.01	49.92	132.20	33.88	27.82	92.91	38.54	91.37	112.36	136.00
Volunteers										
Number	506	260	11	140	293	65	315	98	74	206
Hours	15,269	10,491	1,675	5,529	3,583	5,777	9,609	2,027	4,487	3,608
Hours per Volunteer	30.2	40.4	152.3	39.5	12.2	88.9	30.5	20.7	60.6	17.5
Borrowers										
Total Registered	42,164	70,986	46,899	52,371	187,367	44,599	63,208	51,394	30,390	42,860
Added Last FY	4,561	8,677	3,608	5,241	10,883	3,096	6,923	5,236	4,904	4,940
Net Added Last FY	-21,338	-1,706	-445	-1,409	-5,203	-3,001	1,749	-4,642	16,433	-3,845
As a Percent of Population	72%	56%	75%	53%	92%	77%	86%	62%	44%	67%
Materials										
Print Added	21,843	19,492	9,457	15,657	44,755	16,282	23,365	12,323	7,664	11,463
Print Withdrawn	11,887	6,531	12,684	10,891	62,598	13,089	29,342	10,025	16,246	15,459
Other Items Added	6,500	6,992	3,796	5,746	12,034	4,548	7,025	1,817	2,873	2,686
Total Items Added per FTE	655	424	511	276	593	610	344	427	349	566
Total Items Added per Capita	0.48	0.21	0.21	0.21	0.28	0.36	0.41	0.17	0.15	0.22
Total Physical Items Owned	240,703	271,480	149,502	236,800	478,993	211,145	225,169	215,978	120,346	130,648
Total Downloadable Volumes	33,352	23,079	58,352	13,585	54,006	27,266	20,447	30,011	1,024	33,483
Total Items Owned per Capita	4.1	2.1	2.4	2.4	2.3	3.7	3.1	2.6	1.8	2.1
Total Periodical Subscriptions	358	230	231	561	338	415	198	248	135	258

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Receipts										
City Appropriation	$3,673,910	$5,130,333	$2,536,034	$4,167,875	$7,762,562	$3,262,764	$4,059,044	$2,657,565	$1,888,534	$2,607,697
City Income Received from Special Levies	$0	$0	$0	$1,239,266	$0	$0	$837,047	$0	$628,954	$0
County	$128,342	$91,944	$224,000	$0	$46,384	$0	$440,949	$0	$65,090	$0
Federal Assistance	$0	$0	$0	$0	$0	$0	$0	$397	$0	$0
State Revenues	$72,423	$129,663	$28,332	$74,816	$93,059	$41,057	$81,847	$38,348	$37,267	$62,742
Fines/Fees	$111,003	$133,116	$48,356	$50,898	$425,122	$93,512	$174,909	$61,349	$34,650	$57,242
Endowments/Gifts	$164,380	$8,689	$10,921	$74,218	$231,444	$17,453	$367,583	$102,596	$35,754	$9,500
Other	$5,565	$289,678	$414,454	$20,982	$168,402	$105,967	$149,548	$1,025	$105,232	$0
Total Receipts	$4,155,623	$5,783,423	$3,262,097	$5,628,055	$8,726,973	$3,520,753	$6,110,927	$2,861,280	$2,795,481	$2,737,176
Per Capita - All Income	$70.48	$45.78	$52.42	$56.46	$42.73	$61.08	$83.24	$34.61	$40.87	$43.08
Per Capita - City App. Only	$62.31	$40.61	$40.75	$41.81	$38.01	$56.61	$55.29	$32.14	$27.61	$41.04
Expenditures										
Total Expenditures	$4,087,380	$5,783,423	$2,154,949	$5,303,649	$8,726,973	$3,193,660	$6,076,422	$2,750,415	$2,570,722	$2,635,798
Salaries	$2,190,706	$2,859,561	$1,298,967	$2,890,788	$4,473,771	$1,657,469	$3,361,868	$1,451,614	$1,493,974	$1,473,221
Benefits	$708,853	$1,192,537	$362,415	$1,127,845	$1,396,396	$601,229	$990,606	$574,764	$558,069	$506,983
Personnel Costs per FTE	$66,964	$64,834	$63,998	$51,853	$61,307	$66,160	$49,208	$61,128	$67,993	$79,208
Benefits as % of Personnel Costs	24.4%	29.4%	21.8%	28.1%	23.8%	26.6%	22.8%	28.4%	27.2%	25.6%
Personnel Costs as % Total Expend	70.9%	70.1%	77.1%	75.8%	67.3%	70.7%	71.6%	73.7%	79.8%	75.1%
Hourly Salary of Director	$60.00	$52.11	$56.75	$55.00	$81.53	$51.74	$68.19	$52.26	$49.52	$52.75
Expenditures - Materials										
Print	$263,367	$305,657	$131,064	$223,450	$506,086	$234,674	$328,293	$177,446	$102,645	$218,049
Video *(All Formats)*	$81,708	$125,020	$63,083	$63,010	$219,256	$67,443	$63,841	$13,874	$48,640	$38,247
Audio *(All Formats)*	$47,280	$70,325	$30,319	$68,568	$265,678	$53,884	$106,921	$44,905	$29,914	$21,371
Electronic Materials	$68,531	$201,902	$85,460	$122,172	$375,873	$136,494	$243,947	$86,774	$58,209	$88,685
Other	$46,264	$62,107	$58,158	$121,400	$82,375	$73,181	$134,414	$42,135	$31,606	$57,333
Total for Materials	$453,504	$670,798	$293,224	$494,832	$1,278,754	$461,540	$708,553	$301,848	$235,144	$351,174
Per Capita	$7.69	$5.31	$4.71	$4.96	$6.26	$8.01	$9.65	$3.65	$3.44	$5.53
Print $ as % of all Materials	58%	46%	45%	45%	40%	51%	46%	59%	44%	62%
Materials as % of Expenditures	11.10%	11.60%	13.61%	9.33%	14.65%	14.45%	11.66%	10.97%	9.15%	13.32%
Services										
Circulation	1,323,500	1,140,533	542,783	734,542	1,244,576	622,614	1,357,560	409,156	450,834	685,374
Circ per Capita	22.45	9.03	8.72	7.37	6.09	10.80	18.49	4.95	6.59	10.79
Circ per Item (Turnover)	5.5	4.2	3.6	3.1	2.6	2.9	6.0	1.9	3.7	5.2
Circ per FTE	30,566	18,249	20,908	9,478	12,998	18,237	15,348	12,343	14,938	27,415

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Circ of Children's Mats	555,954	292,630	115,679	208,338	384,399	152,801	434,240	123,207	139,755	331,199
J Mats as % of All Circ	42%	26%	21%	28%	31%	25%	32%	30%	31%	48%
Circ of Non-Print	455,729	333,664	192,409	306,656	272,332	252,908	498,553	79,713	179,250	162,404
Non-Print as % of All Circ	34.4%	29.3%	35.4%	41.7%	21.9%	40.6%	36.7%	19.5%	39.8%	23.7%
Circ of Downloadable	81,233	137,758	45,704	31,453	106,985	43,910	108,108	25,888	26,254	47,974
Downloadable as % of All Circ	6.1%	12.1%	8.4%	4.3%	8.6%	7.1%	8.0%	6.3%	5.8%	7.0%
Reciprocal Loans	208,780	319,130	92,759	31,481	260,019	24,092	170,805	39,757	99,077	208,923
As % OF TOTAL CIRC	16%	28%	17%	4%	21%	4%	13%	10%	22%	30%
Loans to Rural in Home County	56,447	29,338	60,580	0	13,650	0	105,321	0	22,564	0
Recip & Rural as % of All Circ	20.0%	30.6%	28.3%	4.3%	22.0%	3.9%	20.3%	9.7%	27.0%	30.5%
Circ to City Only	1,058,273	783,776	376,867	703,061	950,136	598,141	1,052,581	369,399	329,193	476,451
ILL										
Received	1,988	43,936	1,253	78,147	172	208	3,402	1,527	1,330	348
# ILLs per 1000 Circs	1.50	38.52	2.31	106.39	0.14	0.33	2.51	3.73	2.95	0.51
Provided	3,612	52,390	3,403	56,883	880	1,780	1,612	1,134	1,457	999
Annual Building Traffic	506,034	656,139	311,838	428,648	1,040,114	261,308	789,919	334,957	253,929	311,473
Building Traffic per Capita	8.58	5.19	5.01	4.30	5.09	4.53	10.76	4.05	3.71	4.90
Reference Transactions	0	35,672	44,749	70,393	339,943	28,631	45,613	47,840	67,942	12,080
Reference per Capita	0.00	0.28	0.72	0.71	1.66	0.50	0.62	0.58	0.99	0.19
Attendance - J Programs	40,305	36,579	29,376	15,614	60,669	16,898	39,882	13,472	24,971	31,645
Technology										
Licensed Databases										
Funded Locally or by Other Cooperative Agreemer	11	26	15	23	19	17	37	15	8	24
State Funded	17	17	17	17	17	17	17	17	13	17
Total Licensed Databases	28	43	32	40	36	34	54	32	21	41
Number of Internet Computers for Public Use	53	128	91	75	120	71	42	40	99	32
Population Divided by # Computers	1,113	987	684	1,329	1,702	812	1,748	2,067	691	1,986
Number of Uses of Public Internet in One Year	46,773	107,727	55,800	64,634	162,597	27,532	91,565	61,983	80,173	44,300

Adult Services Department Report
January 26, 2017 Meeting of the Iowa City Public Library Board of Trustees
Maeve Clark, Adult Services Coordinator

International Automotive Components Employee Resume Assistance
When International Automotive Components (IAC) announced in October that it would be reducing its workforce by nearly 500, Jen Eilers, the Adult Services staff member responsible for classes, contacted the Iowa City office of Iowa Workforce Development to see if ICPL could be of any assistance in helping the soon-to-be laid off employees. In December, staff from Workforce Development and ICPL helped 25 IAC employees create or update a resume during one of four session offered in the Computer Lab. Each session was divided into two parts; the first provided tips on successful interviewing, presented by Workforce staff, and the second, on resume creation, was presented by ICPL staff, University of Iowa School of Library and Information Service volunteers, and Workforce staff.

Programming Initiatives
We are launching a new programming partnership with the University of Iowa Department of Biology. Associate Professor Bryant McAllister approached us last year about co-sponsoring a program on interpreting personal genetic tests such as AncestryDNA and 23andMe during National DNA Day. The drop-in sessions were well received and more than 20 members of the public were helped to better understand their test results with assistance from UI biology majors. The group will meet monthly and address a variety of different topical areas, including applications in genealogy, inferences of traits, exploration of human genetic variation, and the societal impact of these services.

February is Black History Month and the library has made a concerted effort to increase programming in this area. The library will feature lectures by authors Jason Marque Sole, *From Prison to PhD: A Memoir of Hope, Resilience and Second Chances*, Catherine Stewart, *Long Past Slavery: Representing Race in the Federal Writing Project*, and Lena and Michael Hill, *Invisible Hawkeyes: African Americans at the UI During the Long Civil Rights Era*, (this program is co-sponsored by the League of Women Voters of Johnson County as part of their Sunday Speaker series). Katherine Harris, retired Library Services Director at the Abraham Lincoln Presidential Library, will portray Harriet Tubman in two programs. The Gospel Explosion Ministry will return with a concert featuring their choirs and teen mime group. The library will feature a variety of TED talks during two Thursday lunch hours.

VITA
VITA, Volunteer Income Tax Assistance, is a long-standing partnership between ICPL and the University of Iowa Tippie College of Business accounting fraternity, Beta Alpha Psi. From late January to mid-April, trained student volunteers, under the guidance of Professor Joyce Berg, assist the public with free income tax preparation help. The service is limited to those meeting income guidelines. In 2016, VITA helped the public file 1,069 federal income tax returns.

IOWA CITY PUBLIC LIBRARY

Community & Access Services Department and Help Desk

Update for ICPL Board of Trustees
Prepared by Kara Logsden, January 2017

National Bookmobile Day Planning

Stacey McKim and I met two times with Antelope Lending Library staff to plan the National Bookmobile Day celebration. Mark your calendars for April 12, 2017 from 5:30 to 7:30 pm. We anticipate fun for all ages including music, craft activities, food, and ... large vehicles. We have our fingers crossed that ICPL's bookmobile will be ready and delivered in time for this event. If not, we have a backup plan. In addition to Antelope Lending Library's bookmobile, we've also invited the Police Department, Fire Department, Iowa City Transit, and other community organizations to participate. Chances are good they will bring some of their big vehicles too. There's also a possibility that local food trucks may join in the fun. Stay tuned for more information.

Social Media

Social Media is a fun way we connect with our community. We have a healthy following on Facebook (7,719 followers), Twitter (3,653), Tumblr (323, mostly Teens), and Instagram (5,533). Sometimes social media messages from our community are great shout-outs for the services we provide. Most recently, we received the kind note to the right, via Facebook.

Devin Redmond · Iowa City Public Library

I've been meaning to write and say thank you to the Iowa City Public Library and to Morgan for hosting the Tween Lock-In on December 30. My daughter had a GREAT time and is still talking about a "secret passage" and playing hide-and-go-seek "on both the first AND second floor!" My husband confessed the following night to some college shenanigans where he and friends stayed past open hours at the Central College Library. They played laser tag and the custodian apparently just waved at them as they walked out. Thanks for the happy memories for my girl, ICPL!

Like Comment Share

Winter Weather and Library Conduct Issues

Often in the winter we have an increase in conduct issues, especially with patrons who have mental health and chemical dependency issues. Our focus continues to be a safe and secure facility for all, with an emphasis on making the library a welcome place for everyone. Staff routinely review our Library Use guidelines and how to respond when behavior is unacceptable. In the past 30 days, we've had 17 conduct reports involving 14 patrons. In ten of the incidents, patrons were verbally abusive to staff. Issues reported include intoxication, panhandling, poor hygiene, sleeping, and theft. Most interactions with patrons are positive, however, we are prepared for responding to issues as they arise.

Bookmobile Update

We received construction photos of the Bookmobile box (see photos). The ICPL Bookmobile Work Group continues to meet and we're working on collections, procedures, and licensing to drive the Bookmobile.

Development Office Report
Prepared for the Board of Trustees
Iowa City Public Library
by Patty McCarthy, Director of Development
January 26, 2017

You Are Invited: February 17

On behalf of the Board of Directors of the Iowa City Public Library Friends Foundation, we hope you and your friends will join us for a wine tasting to benefit the library. Come learn about and sample wine, beer, and liquor while socializing with library friends. Guaranteed fun while you learn. Guests must be 21 or older.

We look forward to welcoming you on:
Friday, February 17, 2017
5 pm - 7:30 pm
Hy-Vee Drugstore, 310 North 1st Ave (southeast corner of Rochester Ave & 1st Ave)
Event will be held in the Wine & Spirits department
On-site parking

A portion of sales from the event will be donated to the Iowa City Public Library Friends Foundation to benefit the Iowa City Public Library. Last year's inaugural wine tasting raised more than $400!

Book Sale on February 25

The Book End Committee is excited to host another "you name the price" book sale to benefit the Iowa City Public Library. The fun begins at 10 am on Saturday, February 25 in Meeting Room A.

Customers are invited to pay what they wish, and will no doubt find something amongst the hundreds of books for all ages and interests. There's a nice mix of books donated by the community, and by ICPL, including many cookbooks, children's books, and fiction.

The sale is scheduled from 10 am to 3 pm and coincides with the One Book, Two Book Children's Festival hosted by the Iowa City UNESCO City of Literature at hotelVetro across the Ped Mall from ICPL. Make it a book centered day downtown!

Author Frank Delaney on April 23

Mark your calendars for Looking Forward on Sunday, April 23. Plan to enjoy a couple of hours with other library friends after the library closes for the day. Looking Forward is the primary annual fundraising event of the Iowa City Public Library Friends Foundation.

We are excited to welcome Frank Delaney, dubbed "the most eloquent man in the world," by National Public Radio. Delaney is an Irish-American writer, broadcaster, BBC host, and judge for the Man Booker Prize for Fiction. He currently produces *Re: Joyce*, a weekly series about James Joyce's *Ulysses*, and is studying for his PhD at the University of Oxford. Save the evening of April 23rd for ICPL!

Friends Foundation Calendar

Wine Tasting: Friday, February 17, 2017, 5-7:30 pm, Hy-Vee, First Avenue & Rochester, Iowa City
Book Sale: Saturday, February 25, 2017, 10 am-3 pm. Library Meeting Rooms
Board Meeting: Wednesday, March 1, 2017, 4 pm, ICPL
Looking Forward: An Evening with Frank Delaney, Sunday, April 23, 2017, 6-8 pm, ICPL

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

TO: Library Board of Trustees

FROM: Maeve Clark and Brian Visser, Adult Services; Kara Logsden and Stacey McKim, Community and Access Services; Anne Mangano, Collection Services; Alyssa Hanson and Brent Palmer, IT Services and Mari Redington, Children's Services

DATE: January 19, 2017

RE: InService Day 2016

InService Day 2016 began with a celebration of staff longevity. Ten staff members were honored for their years of service at ICPL. Mary Estle-Smith was honored for 45 years of service and Juanita Walker for 25 years. Three staff - Jay Beattie, Candice Smith, and Karen Corbin received their 15-year award and Phil Kirk his ten-year award. Mara Cole, Bond Drager, Emily Eldred, and Frannie Owens were honored for five years of employment. Three retired staff members attended, and six board members were able to join staff for all or a portion of the day.

The morning started with a presentation from ICPL's bookmobile vehicle consultant, Michael Swendrowski, founder and president of Specialty Vehicle Services. His thorough presentation was followed with a discussion led by Susan and Kara about bookmobile operations and services. The second half of the morning was devoted to staff working together in small groups in a website design jam. This exercise offered staff the opportunity to be as creative as possible in imagining ICPL's virtual branch.

During the afternoon, staff selected from a variety of small group learning sessions. Self Defense and Personal Safety, Officer Ashten Hayes, Iowa City Police Department; Fostering Innovation and Collaboration at MERGE, Mark Nolte, President, Iowa City Area Development Group and Neil Quellhorst, engineering prototype director at MERGE; Let's Talk Comics, Brian Visser, Teen Services Librarian, Dennis Cooper, Teen Services Intern, were the options during the first half of the afternoon.

The sessions for the second half were Crisis Intervention Training, Officers David Schwindt and Colin Fowler, Iowa City Police Department; Iowa Flood Center: Statewide Mapping Project, Nate Young, Assistant Director, Iowa Flood Center, The University of Iowa, and Successfully Serving Teens, Stu Mullins, United Action for Youth. We ended InService Day with a State of the City report from Geoff Fruin, City Manager, City of Iowa City.

The InService Day Committee wishes to express its continued appreciation to the Board of Trustees for giving staff the opportunity to spend the entire day together – a day dedicated to not only learning and sharing, but also one where we can honor our co-workers.

ICPL picks best books of 2016
Meredith Hines-Dochterman, Public Relations Specialist, Iowa City Public Library

Recently, Iowa City Public Library staff nominated the titles of book published in 2016 that they thought were the best books of the year.

We had more than 100 nominations in eight categories: fiction; young adult; children's; mystery; science fiction/fantasy; biography/memoir; nonfiction; and graphic novels. However, only 20 titles – books that were nominated by more than one person -- earned Best of the Best of 2016 distinction, with two books sharing the honor of being ICPL's Most Recommended Book of 2016: *Snow White: A Graphic Novel* by Matt Phelan and *Ghosts* by Raina Telgemeier.

Forget everything you think you know about Snow White. Phelan's illustrated version of this classic tale takes place in New York City in the 1920s. Samantha White is back after being sent away by her cruel stepmother, the Queen of Follies. Her father, the King of Wall Street, survived the stock market crash only to suffer a strange and sudden death. However, that's not the only mystery Samantha and her "protectors" -- seven street urchins -- face in what critics have called "a stunning, genre-bending graphic novel."

In Telgemeier's *Ghosts,* Catrina and her family have moved to the coast of Northern California because her little sister, Maya, is sick. Cat isn't happy about leaving her friends, but as she and Maya explore their new home, a neighbor shares a secret: there are ghosts in Bahía de la Luna. Called a "can't miss addition to middle school graphic novel shelves," Telgemeier's latest has been praised for "bold colors, superior visual storytelling" by Kirkus Reviews.

Other books making ICPL's Best of the Best list include the following fiction titles: *The Dream Lover* by Elizabeth Berg; *A Few of the Girls* by Maeve Binchy; *The Readers of Broken Wheel Recommend* by Katarina Bivald; *The Fireman* by Joe Hill; *Eligible* by Curtis Sittenfeld; and *The Underground Railroad* by Colson Whitehead.

Heartless by Marissa Meyer was our lone young adult title to receive more than one staff nomination, while "*Morning Star: Book III of The Red Rising Trilogy,*" by Pierce Brown was the only science fiction/fantasy title to be nominated multiple times. Three children's books – *The Girl Who Drank the Moon* by Kelly Barnhill; *Raymie Nightingale* by Kate DiCamillo; and *The Night Gardener* by Terry and Eric Fan – received several nominations.

Library staff also loved the following nonfiction titles: *Greetings From Utopia Park: Surviving a Transcendent Childhood* by Claire Hoffman; *Scrappy Little Nobody* by Anna Kendrick; *American Cake: From Colonial Gingerbread to Classic Layer, the Stories and Recipes Behind More Than 125 of Our Best-Loved Cakes* by Anne Byrn; *When Breath Becomes Air* by Paul Kalanithi; and *Hidden Figures: The American Dream and the Untold Story of the Black Women Mathematicians Who Helped Win the Space Race* by Margot Lee Shetterly.

In addition, to the two graphic novel titles that share the title of ICPL's Most Recommended Book for 2016, two others made the Best of the Best list: *Adulthood is a Myth: A Sarah's Scribbles Collection* by Sarah Andersen and *Paper Girls Volume 1* by Brian K. Vaughn and Cliff Chang.

For the complete list of nominated books in each genre, visit the Iowa City Public Library's blog at blog.icpl.org.

By Jason Paulios, Senior Librarian - Adult Services at the Iowa City Public Library

As the music selector for the Iowa City Public Library I try to listen to a wide variety of new music releases so that our collection has representation for all CD browsers. Over the past year I've heard songs from hundreds of albums and have a sizeable list of 2016 favorites, including those from ANOHNI, Oddisee, Big Thief, Jonghyun, and Solange. These were two that I found myself going back to the most this year.

David Bowie's final album "Blackstar," was easily his best work in many years and my favorite album of this last year. Like many of Bowie's projects from the last few decades, he co-produced with Tony Visconti and drafted in a young, contemporary artist with a specific sound that fleshed out his vision. On "Blackstar" he utilized saxophonist Donny McCaslin's jazz combo to create a concise, often dark, jazz-rock album. I couldn't tell you what these songs are about but that didn't stop me from singing along. Over half of this album has a frenetic pace and uneasy, moody tone.

"Sue (Or in a Season of Crime)" is driven by high-tempo drumming and a machine-like guitar riff, horns and synths find spaces to interject themselves as Bowie is singing an almost languid ballad over all this increasingly loud noise rock. The song "I Can't Give Everything Away," is a big closer, a dreamy 70's harmonica and keyboard foundation supports Bowie singing the title refrain as urgent, intricate sax and guitar solos cut through the pop. The fact that he died so shortly after releasing the album will color how we listen to it, but "Blackstar" belongs alongside Bowie's best albums.

There is over an hour of head-bobbing R&B and Hip-Hop on Anderson .Paak's "Malibu," an album composed from a wide variety of rock and R&B genre influences. Paak and his bandmates have put in the years of doing gigging and session work in L.A., the results of which are clearly on display here. Instead of relying on samples, the core of this album has a full band backing giving it a more old-school Soul sound. Anderson's raspy voice has character, an Otis Redding emotive sound rather than a polished Top 40-type.

Paak was featured heavily on Dr. Dre's 2015 return album, "Compton," the result of which opened up all sorts of music production avenues for him. Guest production credits here include big names like DJ Khalil (Eminem, Drake) and Madlib. Their ideas complement Anderson's already inventive and highly danceable compositions. Most impressive to me is the cohesiveness of his personal tale spun throughout the album's lyrics, from opener, "The Bird" ("My mama caught the gambling bug / We came up in a lonely castle / My papa was behind them bars") to the final song, "The Dreamer" ("I'm a product of the tube and the free lunch / Living room, watching old reruns / And who cares your daddy couldn't be here? / Mama always kept the cable on").

You can find these two gems as well as many critic's top 2016 music selections at the Iowa City Public Library.

tell you, it just isn't true.

It should come as no surprise that Trump's efforts to distance himself from his financial holdings falls short of sufficient given that — in order to prove his point about the amount of work that had been put into the separation — he brought props to his press conference in the form of hundreds of manila folders filled with the papers he signed to complete the deal. Trump said, "These papers are just some of the many documents that I've signed turning over complete

The debates over Trump's qualifications, level of composure, knowledge, policy points, and Cabinet appointments collectively form the only news topic for the past three months, a topic that is likely to remain at the front and center for many months and years to come. And although these are all important considerations, they pale in comparison to the issues that will arise if Trump's business interests are handled unethically.

As such, *The Daily Iowan* Editorial Board believes that every

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It just so happens that one of those things remains unresolved — according to most experts — and that is his connection to his financial interests. If Trump truly separated himself from his interests, there would have been no need for piles of paper sitting beside the podium; it would have been undeniable without the prop.

The Daily Iowan
Wednesday, January 18, 2017
p.4

COLUMN

Restroom cameras should protect

By LAURA TOWNSEND
laura-townsend@uiowa.edu

The latest restroom-camera controversy involving its use in the Iowa City Public Library has created quite the stir among people concerned about their privacy. While these concerns are certainly valid, I do not see the cameras as a threat but rather as protection. Before people point fingers at our beloved library, they might want to consider why the cameras were installed in the first place.

The American Civil Liberties Union of Iowa has recently approached the library with a letter asking officials to remove the cameras or else place clear signs indicating their presence to "provide a full and accurate warning to patrons." While there is such a warning sign outside the restrooms, some library patrons are concerned that the sign can be misinterpreted as meaning that the cameras are placed outside the restrooms, not inside. If the library does not choose to take the cameras down because of the controversy, the ACLU hopes officials will put signs inside the restrooms to avoid any confusion.

The controversy brings into question whether a government facility should consider protection of privacy a more critical matter than protection from theft, vandalism, and assault. Because only the common areas of the restrooms are visible to the cameras, patrons are still granted privacy in the stalls. Library Director Susan Craig said, "The cameras have been quite invaluable since they were installed"; the footage has led to arrests in numerous cases.

For many, however, the common areas are considered safe spaces in which patrons can be granted privacy if the need arises. The ACLU was granted access to open records and found "the cameras have recorded activity that people should be able to keep private" including patrons changing clothes, a woman "sponging herself," and a man zipping his pants. It is possible that they were under the impression they were in private when performing these actions.

While the concerns about violations of privacy are certainly valid and need to be heard, concerned people should be mindful that the cameras serve an important role: protection from possible criminal activity. I believe obvious signs should certainly be placed in the restrooms, but a total removal of cameras could be dangerous to the library and its patrons. The *Iowa City Press-Citizen* writes that according to Craig, the cameras have led to arrests involving assault. Cameras could not only lead to arrests but also prevent assaults from occurring if a perpetrator knows that he or she is on camera. The cameras are meant for protection.

As long as clear signs are installed in the restrooms, I am comfortable with the cameras remaining. Cameras are meant to protect against other violations and make the spaces safe places. As long as patrons are properly informed, they can choose how to use the common areas in a way that is comfortable for them.

Otherwise, patrons may use the restrooms falsely believing that they have entered private spaces, in which case they may rightly feel as though their privacy has been violated. The library must replace the small signs outside the restrooms in order for the cameras to stay, but the cameras are certainly valuable to our safety in the Public Library.

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ACLU writes letter to Iowa City Public Library concerning restroom cameras

University of Iowa student worries about invasion of privacy, library says cameras are for safety

Screenshot from Iowa City Public Library restroom camera. (via ICPL)

Jan 13, 2017 at 5:53 pm | Print View

Madison Arnold

IOWA CITY — The American Civil Liberties Union of Iowa has contacted the Iowa City Public Library with concerns about video cameras in the library's public restrooms.

In a five-page letter, the ACLU asks the library to either remove the cameras or improve its signage to better explain areas where the cameras are recording.

The letter states that Kellsie Pepponi, a University of Iowa sophomore, believes the cameras violate her privacy and signs do not adequately communicate cameras are recording inside the restroom.

"Ms. Pepponi saw security cameras outside the bathroom, monitoring the entrance, and reasonably believed those were the only cameras in use," said the letter from Rita Bettis, legal director of the ACLU in Iowa.

Susan Craig, the library's director, said cameras monitor the common areas of library restrooms — the sinks and doors — and cannot see into stalls.

"We believe it's legal and the purpose for the cameras is to protect the safety of the people in the library and protect the security of library property," Craig said.

Assistant City Attorney Eric Goers said signs outside the restrooms say "security cameras in use" and that the cameras are not hidden.

The ACLU letter outlines Pepponi's experience and legal precedents that may apply to this situation.

It said Pepponi first thought the signs indicated cameras were filming the entrances to the restrooms and didn't immediately notice the cameras inside — as she didn't see them until she was standing in a stall.

Another concern is that the footage is subject to open records laws because it was created by a government agency. The ACLU said in a news release it previously obtained footage through a records request of people in the library's restroom, which included people changing clothes or zipping up pants.

Goers confirmed the city complied with a records request from the ACLU.

"I think the cameras need to come out of the bathrooms, and at the very least, the signs need to accurately inform library-goers that they will be recorded inside so they can choose to use the bathroom elsewhere if they can," Pepponi said in the ACLU news release.

Craig said the cameras in the library have been in use for more than 10 years, and she knows of other Iowa libraries using restroom cameras. She said the library consulted City Attorney Eleanor Dilkes, who believes the cameras, with signage, are legal.

She said no library employee is actively looking at footage nor is it displayed on screens anywhere. The footage is downloaded on a hard drive and is automatically deleted after seven to 10 days, she said.

The footage has been used to help police in cases of assault or theft, Craig said. She added the library serves as the public restroom for downtown Iowa City and is often a busy place.

Craig said she receives about one or two calls a year with questions about the cameras. Goers, the assistant city attorney, said the ACLU has been asking questions about them since 2008.

"We've answered questions and responded to open records requests from the ACLU on this topic since 2008 and are happy to do so, as they raise important issues and discuss them in an intelligent, collaborative way," Goers wrote in an email.

The city attorney's office will review the letter from the ACLU, Craig said, adding she would share that information with the library board, which will decide how to proceed.

| Comments: (319) 339-3172; maddy.arnold@thegazette.com

ACLU asks Iowa City Public Library to remove bathroom cameras

Andy Davis , aldavis@press-citizen.com Published 1:35 p.m. CT Jan. 13, 2017 | **Updated 4:58 p.m. CT Jan. 13, 2017**

(Photo: Holly Hines / Iowa City Press-Citizen)

The American Civil Liberties Union of Iowa is asking the Iowa City Public Library to remove security cameras from its bathrooms over privacy concerns raised by a patron.

The ACLU of Iowa emailed the letter Friday on behalf of University of Iowa sophomore Kellsie Pepponi, who in September had used one of the bathrooms and afterward noticed a camera on the bathroom ceiling.

Pepponi saw a sign outside the bathroom noting cameras were in use but, in seeing cameras outside the bathroom, believed the sign was referencing those cameras, the letter said. She did not notice the camera inside the bathroom on her way in because they are near the entrance, but noticed it while standing inside one of the stalls, the letter said.

In the letter, the group asks that the cameras, located in the common areas of the bathrooms, be removed because of violation of patrons' privacy. If that is not possible, the letter said, the group asks the library to post more adequate notice that the cameras are located inside the bathrooms, that the recordings are subject to open records requests, and to make clear what is being recorded and who maintains the recordings.

The group asks the library to respond to its request and make the changes by Wednesday.

In 2013, the ACLU of Iowa obtained recordings from the common areas of men's and women's restrooms via a public records request, the letter said. The footage showed patrons changing, getting dressed and "adjusting themselves."

Buy Photo

A sign outside the women's bathroom near the Iowa City Public Library entrance on Jan. 13, 2017, notifying visitors about the library's use of a security camera. *(Photo: Holly Hines / Iowa City Press-Citizen)*

"While individuals are given notice that they are being recorded, library patrons have an expectation that these private acts should not be observed nor recorded by a government entity," said Rita Bettis, ACLU of Iowa Legal Director, in a news release.

Library Director Susan Craig said in a Friday interview with the Press-Citizen that the cameras record only the common areas and do not collect video from inside the stalls.

Security camera footage from inside the women's bathroom on the second floor of the Iowa City Public Library shows the common area on Dec. 16, 2016. *(Photo: Iowa City Public Library)*

"I absolutely understand concerns people have about what exactly we're taking pictures of, but usually once they understand that it's only in the common space, not in the stall area of the restrooms, they are more understanding," Craig said. "It's just part of the security camera system in the library, and it is there for the safety and security of people. It is also there to protect against theft and vandalism."

Footage from the bathrooms is not actively monitored by library staff, she said, and is deleted after seven days. If footage is required for criminal investigations, there are four employees authorized to examine the footage, she said. Those employees are Craig, the administrative business office manager, the head of the library's IT department and a staff member who works in the community and access services department.

In the past, the library has provided police with footage that has led to arrests related to theft, vandalism and an assault, Craig said.

"The cameras have been quite invaluable since they were installed," she said. "The city attorney has said that as long as it is the common area only, it is legal and that there should be no expectation of privacy in the common area of a public bathroom. That's why we have them."

The library opened its new building in 2004, Craig said, and the cameras have been functioning for more than 10 years. Signs stating "security cameras are in use" are posted outside of the bathrooms and inside some of the bathrooms.

Veronica Lorson Fowler, communications director for the ACLU of Iowa, reiterated that at least, according to the complaint, the signage should be updated. She said the situation is different than a department store placing security cameras in common areas near changing rooms and in bathrooms.

"There's a problem there and, obviously we love libraries and we love the Iowa City Public Library, but there's a problem that needs to be addressed. Right now, any footage they take, because they are a government agency, is subject to open records," she said. "At the very, very least they need to update their signage, because people are not aware that they are being, in some of their more private moments, recorded. That would seem a very straightforward solution to part of the problem."

Craig said the city attorney's office and the library's board of directors are reviewing the complaint. She said the nine-member board will review any recommendations made by the attorney's office.

"Ultimately, it's the board's decision," Craig said.

Reach Andy Davis at 319-887-5404 or at aldavis@press-citizen.com, and follow him on Twitter as @BylineAndyDavis.

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Early welcome for 2017

Stephen Mally photos/The Gazette

Balloons fall from the ceiling at the Iowa City Public Library on Saturday during its Noon Year's Eve celebration. The children's section had crafts, snacks and a balloon drop for kids to enjoy over the noon hour.

Amilia Mendoza, 7, of Iowa City holds on to her hat as the straps are tied at the Iowa City Public Library during its Noon Year's Eve celebration.

Parents help their kids with Noon Year's Eve crafts Saturday at the Iowa City Public Library.

Library Revenues: July 1, 2016 to December 31, 2016
Accounts: 10550110 to 10550220

Type		Revised Est Revenue	Actual YTD Revenue	Remaining Revenue	% Collected
Charges for Services	$	-	$ (19.50)	$ 19.50	
347200 Library Reserve Fees	$	-	$ (19.50)	$ 19.50	
Intergovernmental	$	(486,601.00)	$ (300,772.30)	$ (185,828.70)	62%
334160 C&I Prop Tax Rollback Reimb	$	(25,268.00)	$ (12,648.39)	$ (12,619.61)	
334610 University of Iowa	$	-	$ -	$ -	
336110 Johnson County	$	(409,613.00)	$ (252,922.97)	$ (156,690.03)	62%
336140 University Heights	$	(37,166.00)	$ (22,102.00)	$ (15,064.00)	59%
336190 Other Local Governments	$	(14,554.00)	$ (13,098.94)	$ (1,455.06)	90%
Miscellaneous Revenues	$	(175,569.00)	$ (83,601.15)	$ (91,967.85)	48%
361310 Library Fines	$	(160,000.00)	$ (75,103.06)	$ (84,896.94)	47%
362100 Contrib & Donations	$	(15,569.00)	$ -	$ (15,569.00)	
363910 Misc Sale of Merchandise	$	-	$ (11.00)	$ 11.00	
369100 Reimb of Expenses	$	-	$ (8,481.74)	$ 8,481.74	
369200 Reimbursement of Damages	$	-	$ -	$ -	
369300 Cashier Overages	$	-	$ (5.35)	$ 5.35	
369900 Miscellaneous Other Income	$	-	$ -	$ -	
Other Financing	$	-	$ (322.00)	$ 322.00	
392300 Sale of Equipment	$	-	$ (322.00)	$ 322.00	
(blank)	$	-	$ -	$ -	
Taxes	$	(904,800.00)	$ (455,752.33)	$ (449,047.67)	50%
311160 Library Levy	$	(891,551.00)	$ (449,229.63)	$ (442,321.37)	50%
311270 Delq Library Levy	$	-	$ (6.26)	$ 6.26	
313100 Gas/Electric Excise Tax	$	(12,146.00)	$ (5,915.43)	$ (6,230.57)	49%
313200 Mobile Home Tax	$	(1,103.00)	$ (601.01)	$ (501.99)	54%
Use of Money/Property	$	(26,500.00)	$ (15,160.34)	$ (11,339.66)	57%
382200 Building/Room Rental	$	(24,000.00)	$ (14,000.00)	$ (10,000.00)	58%
384200 Vending Machine Commission	$	(2,500.00)	$ (1,147.84)	$ (1,352.16)	46%
384900 Other Commissions	$	-	$ (12.50)	$ 12.50	
Grand Total	$	(1,593,470.00)	$ (855,627.62)	$ (737,842.38)	54%

IOWA CITY PUBLIC LIBRARY

Receipts
FY17 compared to FY16 YTD

	Q2 FY16	Q2 FY17	% Change	FY17 Budget	% Received
General Fund					
Fines, Fees, etc.	$73,927	$75,959	2.7%	$160,000	47.5%
Vending, etc.	$1,206	$1,160	-3.8%	$2,500	46.4%
General Fund Total	$75,133	$77,120	2.6%	$162,500	47.5%
Enterprise Fund					
Photocopies	$1,881	$1,782	-5.3%	$8,685	20.5%
Electronic Printing/Debit Card	$5,362	$5,355	-0.1%	$6,583	81.3%
Counter/Cloth bag/Misc	$2,992	$835	-72.1%	$2,000	41.8%
Recycle	$168	$157	-6.4%	$100	157.2%
Enterprise Fund Total	$10,403	$8,129	-21.9%	$17,368	46.8%
Lost & Damaged	$10,316	$9,103	-11.8%	$20,139	45.2%
Lost & Damaged Total	$10,316	$9,103	-11.8%	$20,139	45.2%
State Funds					
Open Access / Access Plus	$63,911	$65,909.00	3.1%	$72,000	91.5%
Enrich Iowa/Direct State Aid	$17,936	$0.00	0.0%	$17,743	0.0%
State Fund Total	$81,847	$65,909	-19.5%	$89,743	73.4%

Library Expenditures: July 1, 2016 to December 31, 2016
Accounts: 10550110 to 10550220

Type		Revised Budget	YTD Expenditures	Available Budget	% Used
Capital	$	-	$ -	$ -	
472010 Building Improvement	$	-	$ -	$ -	
474420 Other Operating Equipment	$	-	$ -	$ -	
476050 Server Hardware	$	-	$ -	$ -	
476090 Data Communication Equipment	$	-	$ -	$ -	
476110 Other IT Hardware	$	-	$ -	$ -	
Library Materials	$	666,960.00	$ 403,312.95	$ 263,647.05	60%
477020 Books (Cat/Cir)	$	660,960.00	$ 150,988.96	$ 509,971.04	23%
477030 Books (Uncataloged)	$	-	$ 22.34	$ (22.34)	
477040 Books (Cat/Reference)	$	-	$ 3,782.09	$ (3,782.09)	
477060 Other Uncatalogued Material	$	-	$ -	$ -	
477070 Downloadable-eBooks	$	-	$ 60,970.85	$ (60,970.85)	
477100 Fiction Audio-CD	$	-	$ 6,468.49	$ (6,468.49)	
477110 Music-CD	$	-	$ 6,033.65	$ (6,033.65)	
477120 Other Audio-CD	$	-	$ 1,851.16	$ (1,851.16)	
477150 Art Reproductions	$	-	$ -	$ -	
477160 Video Recordings	$	-	$ 26,493.38	$ (26,493.38)	
477190 Puzzles	$	-	$ 1,385.70	$ (1,385.70)	
477200 Toys	$	-	$ 344.54	$ (344.54)	
477210 Non-Fiction Video-DVD	$	-	$ 5,221.33	$ (5,221.33)	
477220 Multi-Media/Gaming	$	-	$ 2,525.22	$ (2,525.22)	
477230 Non-Fiction Audio-CD	$	-	$ 6,694.36	$ (6,694.36)	
477250 Downloadable Media	$	-	$ 32,723.37	$ (32,723.37)	
477270 Print/Reference-STO	$	-	$ -	$ -	
477290 Microforms-STO	$	-	$ 3,612.00	$ (3,612.00)	
477330 Print/Reference Serials	$	-	$ 8,347.11	$ (8,347.11)	
477340 Print/Circulating Serials	$	-	$ 7,476.55	$ (7,476.55)	
477350 Online Reference	$	-	$ 78,371.85	$ (78,371.85)	
477380 Library-RFI Tags	$	6,000.00	$ -	$ 6,000.00	

Library Expenditures: July 1, 2016 to December 31, 2016
Accounts: 10550110 to 10550220

Type		Revised Budget	YTD Expenditures	Available Budget	% Used
Other Financing		$ 62,422.00	$ 31,210.96	$ 31,211.04	50%
490070	GO Bond Abatement	$ -	$ -	$ -	
490160	Misc Transfers Out	$ 62,422.00	$ 31,210.96	$ 31,211.04	50%
Personnel		$ 4,439,919.00	$ 2,033,347.30	$ 2,406,571.70	46%
411000	Perm Full Time	$ 2,367,630.00	$ 1,083,224.16	$ 1,284,405.84	
412000	Perm Part Time	$ 437,565.00	$ 210,402.35	$ 227,162.65	
413000	Temporary Employees	$ 465,590.00	$ 203,253.22	$ 262,336.78	
414100	Overtime Wages	$ 72,000.00	$ 30,654.93	$ 41,345.07	
414200	FLSA Overtime Wages	$ -	$ -	$ -	
414300	Term-Vacation Pay	$ -	$ 749.99	$ (749.99)	
414400	Term-Sick Leave	$ -	$ -	$ -	
414500	Longevity Pay	$ 18,811.00	$ 17,759.50	$ 1,051.50	
421100	Health Insurance	$ 496,404.00	$ 225,352.35	$ 271,051.65	
421200	Dental Insurance	$ 13,741.00	$ 6,699.63	$ 7,041.37	
421300	Life Insurance	$ 6,249.00	$ 3,069.12	$ 3,179.88	
421350	Group Life - Imputed	$ -	$ -	$ -	
421400	Disability Insurance	$ 10,393.00	$ 5,194.78	$ 5,198.22	
421500	Unemployment Compensation	$ -	$ -	$ -	
422100	FICA	$ 251,344.00	$ 113,054.25	$ 138,289.75	
423100	IPERS	$ 300,192.00	$ 133,933.02	$ 166,258.98	
Services		$ 656,764.20	$ 280,130.75	$ 376,633.45	43%
431020	Court Costs & Services	$ -	$ -	$ -	
432030	Financial Services & Charges	$ 5,284.00	$ 3,217.00	$ 2,067.00	61%
432060	Consultant Services	$ 10,200.00	$ 5,265.00	$ 4,935.00	52%
432080	Other Professional Services	$ 11,500.00	$ 8,504.97	$ 2,995.03	74%
432090	Engineering Services	$ -	$ -	$ -	
434013	Medical Service	$ -	$ -	$ -	
435010	Data Processing	$ 21,022.00	$ -	$ 21,022.00	
435054	Outside Mail Processing	$ -	$ -	$ -	
435055	Postage and Stamps	$ 31,224.00	$ 10,443.84	$ 20,780.16	33%
435057	Couriers	$ 243.00	$ 67.00	$ 176.00	28%
435058	Bulk Mailing	$ 9,661.00	$ 4,559.64	$ 5,101.36	47%
435059	Advertising	$ 6,906.00	$ 1,554.50	$ 5,351.50	23%

Library Expenditures: July 1, 2016 to December 31, 2016
Accounts: 10550110 to 10550220

Type		Revised Budget	YTD Expenditures	Available Budget	% Used
435060	Legal Publications	$ -	$ -	$ -	
436030	Transportation	$ 2,580.00	$ 1,420.18	$ 1,159.82	55%
436050	Registration	$ 4,970.00	$ 3,182.00	$ 1,788.00	64%
436060	Lodging	$ 3,000.00	$ 2,477.82	$ 522.18	83%
436070	Miscellaneous Travel Expense	$ -	$ -	$ -	
436080	Meals	$ 600.00	$ 718.13	$ (118.13)	120%
438030	Electricity	$ 108,645.00	$ 52,012.57	$ 56,632.43	48%
438050	Landfill Use	$ 166.00	$ -	$ 166.00	
438070	Heating Fuel/Gas	$ 21,079.00	$ 5,045.08	$ 16,033.92	24%
438100	Refuse Collection Charges	$ 1,472.00	$ 600.00	$ 872.00	41%
438120	Long Distance Service	$ 449.00	$ 249.95	$ 199.05	56%
438130	Cell Phone Service	$ 4,300.00	$ 987.77	$ 3,312.23	23%
438140	Internet Fees	$ 16,300.00	$ 9,775.26	$ 6,524.74	60%
442010	Other Building R&M Services	$ 57,000.00	$ 18,241.01	$ 38,758.99	32%
442020	Structure R&M Services	$ 5,048.00	$ 2,550.00	$ 2,498.00	51%
442030	Heating Equipment R&M Services	$ 5,000.00	$ 706.95	$ 4,293.05	14%
442040	Cooling Equipment R&M Services	$ 6,000.00	$ -	$ 6,000.00	
442050	Furnishing R&M Services	$ 14,000.00	$ 1,725.00	$ 12,275.00	12%
442060	Electrical & Plumbing R&M Srvc	$ 15,397.00	$ 2,775.00	$ 12,622.00	18%
443020	Office Equipment R&M Services	$ 2,506.00	$ 911.48	$ 1,594.52	36%
443060	Telecom Equip R&M Services	$ -	$ -	$ -	
443080	Other Equipment R&M Services	$ -	$ 95.00	$ (95.00)	
444030	Printer R&M Services	$ -	$ -	$ -	
444080	Software R&M Services	$ 150,776.00	$ 97,539.73	$ 53,236.27	65%
444100	Hardware R&M Services	$ 16,855.00	$ 4,124.68	$ 12,730.32	24%
445030	Nursery Srvc-Lawn & Plant Care	$ 833.00	$ 335.00	$ 498.00	40%
445140	Outside Printing	$ 38,477.00	$ 10,108.96	$ 28,368.04	26%
445250	Inter-Library Loans	$ -	$ 135.09	$ (135.09)	
445270	Library Material R&M Services	$ 16,000.00	$ 7,530.30	$ 8,469.70	47%
445290	Book Binding	$ 2,196.00	$ 1,020.00	$ 1,176.00	46%
445330	Other Waste Disposal	$ 620.00	$ 141.90	$ 478.10	23%
446010	Administrative Services	$ -	$ -	$ -	
446120	ITS-Server/Storage Chgbk	$ -	$ -	$ -	

Library Expenditures: July 1, 2016 to December 31, 2016
Accounts: 10550110 to 10550220

Type		Revised Budget	YTD Expenditures	Available Budget	% Used
446130	ITS-PC/Peripheral/Tablet S/R	$ -	$ -	$ -	
446150	ITS-Application Dvlp Fee Chgbk	$ -	$ -	$ -	
446160	ITS-Infrastucture Fee	$ -	$ -	$ -	
446190	ITS-Software SAAS Chgbk	$ -	$ -	$ -	
446280	Telecom Move/Add/Change Chgbk	$ -	$ -	$ -	
446300	Phone Equipment/Line Chgbk	$ 26,390.20	$ 10,990.00	$ 15,400.20	42%
446320	Mail Chargeback	$ 221.00	$ 236.38	$ (15.38)	107%
446350	City Vehicle Replacement Chgbk	$ 5,888.00	$ 2,370.75	$ 3,517.25	40%
446360	City Vehicle Rental Chargeback	$ 12,007.00	$ 1,926.86	$ 10,080.14	16%
446370	Fuel Chargeback	$ -	$ -	$ -	
446380	Vehicle R&M Chargeback	$ -	$ -	$ -	
448030	Community Events Funding	$ 200.00	$ 200.00	$ -	
449030	Property Tax	$ -	$ -	$ -	
449055	Permitting Fees	$ 525.00	$ -	$ 525.00	
449060	Dues & Memberships	$ 3,647.00	$ 888.00	$ 2,759.00	24%
449090	Land & Building Rental	$ 362.00	$ -	$ 362.00	
449100	Vehicle Rental	$ -	$ -	$ -	
449120	Equipment Rental	$ -	$ -	$ -	
449140	Tools Rental	$ -	$ -	$ -	
449160	Other Rentals	$ 7,056.00	$ 3,091.87	$ 3,964.13	44%
449260	Parking	$ 3,000.00	$ 1,074.50	$ 1,925.50	36%
449280	Misc Services & Charges	$ 7,159.00	$ 1,331.58	$ 5,827.42	19%
449350	Meals (non-travel)	$ -	$ -	$ -	
Supplies		$ 142,041.00	$ 62,121.03	$ 79,919.97	44%
452010	Office Supplies	$ 3,013.00	$ 2,004.32	$ 1,008.68	67%
452030	Minor Office Equip/Furniture	$ 8,817.00	$ 13,138.16	$ (4,321.16)	149%
452040	Sanitation & Indust Supplies	$ 18,657.00	$ 7,659.97	$ 10,997.03	41%
452050	Photo Supplies & Equipment	$ 691.00	$ -	$ 691.00	
453030	Telecom Equipment Supplies	$ -	$ -	$ -	
454020	Subscriptions	$ 497.00	$ 480.00	$ 17.00	97%
455010	Printing & Graphic Supplies	$ 4,641.00	$ 1,201.60	$ 3,439.40	26%
455080	ITS-Data Storage Media	$ -	$ -	$ -	
455090	Paper	$ 2,674.00	$ 969.00	$ 1,705.00	36%

Library Expenditures: July 1, 2016 to December 31, 2016
Accounts: 10550110 to 10550220

Type		Revised Budget	YTD Expenditures	Available Budget	% Used
455110	Software	$ 6,204.00	$ -	$ 6,204.00	
455120	Misc Computer Hardware	$ 39,452.00	$ 10,983.82	$ 28,468.18	28%
463040	Water/Sewer Chemicals	$ 1,412.00	$ 643.51	$ 768.49	46%
463100	Ice Control Chemicals	$ 315.00	$ -	$ 315.00	
465020	Gasoline	$ -	$ -	$ -	
466030	Paint Supplies	$ 272.00	$ -	$ 272.00	
466040	Plumbing Supplies	$ -	$ 2,031.79	$ (2,031.79)	
466050	Electrical Supplies	$ 4,989.00	$ 2,086.70	$ 2,902.30	42%
466070	Other Maintenance Supplies	$ 4,598.00	$ -	$ 4,598.00	
467020	Equipment R&M Supplies	$ 119.00	$ -	$ 119.00	
469110	Misc Processing Supplies	$ 25,000.00	$ 12,864.54	$ 12,135.46	51%
469190	Minor Equipment	$ 1,000.00	$ -	$ 1,000.00	
469200	Tools	$ -	$ -	$ -	
469210	First Aid/Safety Supplies	$ 335.00	$ 26.86	$ 308.14	8%
469290	Purchases For Resale	$ -	$ -	$ -	
469320	Miscellaneous Supplies	$ 14,566.00	$ 5,060.77	$ 9,505.23	35%
469360	Food and Beverages	$ 4,178.00	$ 2,361.82	$ 1,816.18	57%
469370	Paper Products	$ 611.00	$ 608.17	$ 2.83	100%
Grand Total		$ 5,968,106.20	$ 2,810,122.99	$ 3,157,983.21	47%

IOWA CITY PUBLIC LIBRARY

FY17 Output Statistics- Quarterly Report

	Q1	Q2	YTD	Last YTD	% Change
In Building Services: Provide library facilities, materials, and equipment.					
A. Building Usage					
Total hours open	859	827	1,686	1,694	-0.5%
People into the building	223,248	177,279	400,527	396,734	1.0%
Average number per hour	259.9	214.4	237.6	234	1.5%
B. Meeting Rooms					
Number of non-library meetings	413	341	754	762	-1.0%
Estimated attendance	6,199	8,276	14,475	12,558	15.3%
Equipment Set-ups	98	19	117	117	0.0%
Group Study Room Use	1,283	1,321	2,604	2,556	1.9%
Lobby Use	6	4	10	14	-28.6%
C. Equipment Usage					
Photocopies by Public	6,489	6,796	13,284	12,993	2.2%
Pay for Print Copies	22,499	20,651	43,150	44,816	-3.7%
% Checkouts by Self-Check	73.8%	72.4%	73.1%	72.5%	0.9%
DOT Kiosk Usage	418	470	888	563	57.7%
D. In Building Use of Electronic Materials					
Listening/Viewing/Tablets/Laptops Sessions	4,414	2,709	7,123	7,513	-5.2%
E. Ride 'N' Read					
Bus passes distributed	1,251	744	1,995	2,766	-27.9%
Lending Services: Lend materials for home, school, and office use.					
A. Total Circulation	347,245	309,819	657,064	681,142	-3.5%
(materials plus equipment; includes eAudio; does not include items circulated in-house)					
Average circulation per hour	404	375	390	402	-3.1%
B. Circulation by Type of Material (includes downloads, does not include mending, lost, etc.)					
Adult Materials	232,532	214,627	447,159	466,386	-4.1%
Children's Materials	115,700	96,500	212,200	215,662	-1.6%
Percent Children's	33.3%	31.1%	32.3%	31.7%	2.0%
Non-Print	128,078	117,597	245,675	263,728	-6.8%
Percent Non-print	36.9%	38.0%	37.4%	38.7%	-3.4%
Equipment loans	158	142	300	158	89.9%
Downloads	30,227	28,983	59,210	50,638	16.9%
C. Circulation by Residence of User	347,245	309,819	657,064	681,142	-3.5%
(materials plus equipment; includes downloads; does not include items circulated in-house)					
Iowa City	266,195	238,836	505,031	523,618	-3.5%
Local Contracts					
Hills	996	844	1,840	1,823	0.9%
Hills as % of all	0.29%	0.3%	0.28%	0.27%	4.6%
Johnson County (rural)	27,363	23,786	51,149	52,407	-2.4%
Johnson County as % of all	7.88%	7.7%	7.78%	7.69%	1.2%
Lone Tree	1,007	1,142	2,149	1,917	12.1%
Lone Tree as % of all	0.3%	0.4%	0.3%	0.3%	16.2%
University Heights	5,644	5,109	10,753	10,864	-1.0%
University Heights as % of all	1.6%	1.6%	1.6%	1.6%	2.6%
Total Local Contracts	35,010	30,881	65,891	67,011	-1.7%
State Contracts - Open Access					
Coralville	19,866	16,957	36,823	37,334	-1.4%
Cedar Rapids	776	1,069	1,845	2,848	-35.2%
Other Open Access	25,384	22,066	47,450	50,320	-5.7%
Total Open Access	46,026	40,092	86,118	90,502	-4.8%
Open Access as % of all	13.3%	12.9%	13.1%	13.3%	-1.4%

	Q1	Q2	YTD	Last YTD	% Change
D. InterLibrary Library Loans					
Loaned to other libraries	441	356	797	735	8.4%
Percent of requests filled	34.3%	29.2%	31.8%	31.0%	2.6%
Borrowed from other libraries	874	778	1,652	1,695	-2.5%
Percent of requests filled	83.5%	85.8%	84.5%	82.0%	3.1%
Books/Periodicals/AV borrowed	869	771	1,640	1,674	-2.0%
Photocopy borrow requests filled	5	7	12	21	-42.9%
E. Reserves Placed - Materials	42,509	39,388	81,897	79,585	2.9%
F. Downloadable Media					
By Area					
Iowa City	25,624	24,429	50,053	45,678	9.6%
Hills	150	120	270	190	42.1%
Johnson County	4,051	4,052	8,103	6,704	20.9%
Lone Tree	54	71	125	139	-10.1%
University Heights	347	311	658	623	5.6%
Total	30,226	28,983	59,209	53,334	11.0%
By Demographic					
Adult	27,928	26,962	54,890	49,672	10.5%
Children's	2,298	2,021	4,319	3,662	17.9%
Total	30,226	28,983	59,209	53,334	11.0%
Number of items owned (Cumulative)					
E-Audio items available	6,246	6,568	6,568	5,926	10.8%
E-Book items available	14,324	14,719	14,719	13,550	8.6%
E-Music	84	84	84	83	1.2%
E-Magazines	192	159	159	190	-16.3%
Total items	20,846	21,530	21,530	19,749	9.0%
Information Services: Furnish information, reader advisory, and reference assistance.					
A. Reference Questions Answered	10,880	10,046	20,926	22,623	-7.5%
Reference Questions					
Reference Desk	4,389	3,564	7,953	9,003	-11.7%
Help Desk	2,129	2,944	5,073	4,287	18.3%
Switchboard	1,794	1,548	3,342	3,722	-10.2%
Drop-In Tech Help (Public)	143	137	280	229	22.3%
On-Call Tech Help					
Staff	35	32	67	93	-28.0%
Public	56	76	132	165	-20.0%
Total Tech Help Questions	91	108	199	258	-22.9%
Children's Desk					
Reference questions	2,299	1,702	4,001	5,037	-20.6%
Request to Pull Books (Community)	35	43	78	87	-10.3%
Total Children's Questions	2,334	1,745	4,079	5,124	-20.4%
B. Electronic Access Services					
In House Computer Services					
Pharos Internet (In-house computer use)	22,909	18,937	41,846	45,280	-7.6%
Wifi Internet Use	277,617	260,158	537,775	0	0.0%
Total Internet Use	300,526	279,095	579,621	45,280	1180.1%
Website Access					
ICPL Website (Doesn't include catalog)					
# Pageviews of Homepage	113,253	105,797	219,050	250,214	-12.5%
# Pageviews of Entire Site	275,410	255,180	530,590	543,798	-2.4%
# Visits	150,674	142,775	293,449	274,133	7.0%
Catalog Access					
# Pageviews for ICPL Catalog	705,147	720,999	1,426,146	1,782,472	-20.0%
# Pageviews for Overdrive	661,118	590,722	1,251,840	1,084,675	15.4%
Total Catalog Access	1,366,265	1,311,721	2,677,986	2,867,147	-6.6%

	Q1	Q2	YTD	Last YTD	% Change
ICPL Mobile App Use	0	0	0	0	0.0%
External Sites					
# Pageviews for Beanstack	9,302	2,851	12,153	0	0.0%
Total Website Access	1,650,977	1,569,752	3,220,729	3,410,945	-5.6%
Subscription Databases Accessed					
Total In-House	1,891	1,629	3,520	3,533	-0.4%
Total Remote	50,756	56,843	107,599	131,159	-18.0%
TOTAL	52,647	58,472	111,119	134,692	-17.5%
C. Total Switchboard Calls Received					
Total Library Calls	5,229	4,796	10,025	10,252	-2.2%
Other Questions (directional and account questions, meeting room booking, email added FY16)	4,745	3,803	8,548	8,902	-4.0%
Transferred Calls	918	849	1,767	1,794	-1.5%
Pamphlets Distributed From Lobby Racks	9,055	6,330	15,385	15,031	2.4%
State/Federal Tax Forms Distributed	- - -	- - -	0	0	0.0%
Alerting Services: Promote awareness of the Library and use of its resources.					
A. Publications					
Number of Publications Printed (Jobs)	81	77	158	184	-14.1%
Copies Printed for Public Distribution	101,663	62,324	163,987	91,232	79.7%
Number of Online Newletters Subscribers	210	289	289	0	0.0%
Number of Online Newsletter Distribution	1,645	1,821	1,821	0	0.0%
B. Displays	20	16	36	31	16.1%
In-House	12	14	26	23	13.0%
Other Groups	8	2	10	8	25.0%
Off-site locations	0	0	0	0	0.0%
C. The Library Channel					
Library Promos on The Library Channel	18	20	38	17	123.5%
Total ICPL Productions	25	29	54	53	1.9%
Programs Cablecast	2,010	2,012	4,022	4,084	-1.5%
D. Homepage / Social Media					
News scrollers on Home Page	54	59	113	73	54.8%
Media releases sent	32	25	57	56	1.8%
Tweets sent	474	420	894	886	0.9%
Facebook, Twitter, Pinterest followers (Cumulative)	11,411	11,645	11,645	10,171	14.5%
New Facebook, Twitter, and Pinterest followers	432	263	695	766	-9.3%
Outreach Services: Provide library service to people who cannot get to the library building.					
A. At Home Services					
Packages sent	562	525	1,087	984	10.5%
Items Loaned (no renewals)	1,096	941	2,037	1,687	20.7%
Registered At Home Users (Cumulative)	136	138	138	146	-5.5%
New Users Enrolled	5	6	11	21	-47.6%
People served (average of monthly count)	47	35	49	39	25.2%
B. Jail Service*					
People served	345	276	621	461	34.7%
Items loaned (no renewals)	1,117	989	2,106	1,493	41.1%
*Jail closed April 27 - August 11, 2015					
C. Deposit Collections					
Locations (Cumulative)	13	13	13	13	0.0%
Items loaned	90	180	270	270	0.0%
Items added to permanent collections	103	425	528	844	-37.4%
D. Remote Bookdrop Use					
Remote as Percent of All Items Checked In	15.6%	15.0%	15.0%	12.5%	20.0%
Does not include renewals or in-house					
E. Holds Notified Using Automated Phone	1,239	1,154	2,393	2,397	-0.2%

	Q1	Q2	YTD	Last YTD	% Change
Group and Community Services: Provide library service to groups, agencies, and organizations.					
A. Adult Programs					
In-House Programs	63	70	133	162	-17.9%
In-House Attendance	925	2,076	3,001	2,976	0.8%
Outreach Programs	26	9	35	33	6.1%
Outreach Attendance	4,890	563	5,453	8,856	-38.4%
B. Young Adult Programs					
In-House Programs	103	84	187	171	9.4%
In-House Attendance	2,027	1,173	3,200	2,924	9.4%
Outreach Programs	3	3	6	2	200.0%
Outreach Attendance	16	34	50	11	354.5%
C. Children's Programs					
In-House Programs	135	139	274	254	7.9%
In-House Attendance	6,811	5,572	12,383	12,625	-1.9%
Outreach Programs	71	87	158	132	19.7%
Outreach Attendance	1,914	1,645	3,559	3,144	13.2%
D. Library Tours and Classes					
Number	13	6	19	30	-36.7%
Attendance	86	63	149	199	-25.1%
E. Consulting for Area Groups	4	3	7	5	40.0%
Control Services: Maintain library resources through borrower registration, overdue notices, equipment training, and controlling valuable materials.					
A. Library Cards Issued	2,245	1,228	3,473	3,482	-0.3%
Iowa City	1,829	996	2,825	2,844	-0.7%
Percent Iowa City	81.5%	81.1%	81.3%	81.7%	-0.4%
Local Contracts					
Hills	9	4	13	5	160.0%
Johnson County (rural)	82	31	113	112	0.9%
Lone Tree	4	4	8	6	33.3%
University Heights	20	6	26	9	188.9%
State Contract - Open Access					
Coralville	109	63	172	190	-9.5%
Cedar Rapids	18	18	36	24	50.0%
Other Open Access	174	106	280	292	-4.1%
Total Open Access	301	187	488	506	-3.6%
Open Access as % of all	13.4%	15.2%	14.1%	14.5%	-3.3%
B. Total Registered Borrowers (Cumulative)	65,936	67,137	67,137	68,089	-1.4%
# At Home Users Registered (Cumulative)	136	138	138	146	-5.5%
C. Overdue Notices					
Items searched to verify claim of return	71	69	140	139	0.7%

IOWA CITY PUBLIC LIBRARY

FY17 CIRCULATION BY AREA AND AGENCY

AREA/AGENCY	1ST Q	2ND Q	YTD	LYTD	% CHG
IOWA CITY					
General Iowa City	237,035	211,099	448,134	471,578	-5.0%
Downloads + Streaming	25,624	24,429	50,053	45,666	9.6%
Temporary	163	77	240	353	-32.0%
Public schools	0	0	0	54	-100.0%
Private schools	0	44	44	218	-79.8%
Preschool/Daycare	245	236	481	626	-23.2%
Churches	0	0	0	0	0.0%
Non-profit organizations	1	25	26	7	271.4%
Business	4	2	6	8	-25.0%
City departments	8	2	10	4	150.0%
State/Federal agencies	0	0	0	0	0.0%
University of Iowa departments	0	0	0	0	0.0%
At Home	1,227	1,115	2,342	2,156	8.6%
Interlibrary loan	669	538	1,207	1,104	9.3%
Deposit collections/Nursing Homes	99	280	379	350	8.3%
Jail patrons	1,120	989	2,109	1,494	41.2%
TOTAL IOWA CITY	266,195	238,836	505,031	523,618	-3.55%
LOCAL CONTRACTS					
Johnson County					
General	23,294	19,717	43,011	45,640	-5.8%
Downloads	4,051	4,052	8,103	6,704	20.9%
Public schools	0	0	0	0	0.0%
Private schools	0	0	0	0	0.0%
Preschool/Daycare	0	0	0	0	0.0%
Churches	0	0	0	0	0.0%
Non-profit organizations	0	0	0	0	0.0%
Business	0	0	0	0	0.0%
County departments	0	0	0	0	0.0%
State/Federal agencies	0	0	0	0	0.0%
At Home	18	17	35	63	-44.4%

FY17 CIRCULATION BY AREA AND AGENCY

AREA/AGENCY	1ST Q	2ND Q	YTD	LYTD	% CHG
Nursing homes	0	0	0	0	0.0%
TOTAL JOHNSON COUNTY	27,363	23,786	51,149	52,407	-2.4%
Hills					
General	846	724	1,570	1,633	-3.9%
Downloads	150	120	270	190	42.1%
At Home	0	0	0	0	0.0%
TOTAL HILLS	996	844	1,840	1,823	0.9%
LONE TREE					
General	953	1,071	2,024	1,778	13.8%
Downloads	54	71	125	139	-10.1%
At Home	0	0	0	0	0.0%
TOTAL LONE TREE	1,007	1,142	2,149	1,917	12.1%
University Heights					
General	5,297	4,798	10,095	10,236	-1.4%
Downloads	347	311	658	623	5.6%
At Home	0	0	0	5	-100.0%
TOTAL UNIVERSTY HEIGHTS	5,644	5,109	10,753	10,864	-1.0%
TOTAL LOCAL CONTRACTS	35,010	30,881	65,891	67,011	-1.7%
STATE CONTRACT					
Reciprocal/Open Access					
JOHNSON COUNTY LIBRARIES					
Coralville	19,866	16,957	36,823	37,334	-1.4%
North Liberty	9,050	7,378	16,428	17,970	-8.6%
Oxford	205	147	352	847	-58.4%
Solon	1,083	899	1,982	1,503	31.9%
Swisher	116	61	177	154	14.9%
Tiffin	983	862	1,845	2,527	-27.0%

FY17 CIRCULATION BY AREA AND AGENCY

AREA/AGENCY	1ST Q	2ND Q	YTD	LYTD	% CHG
ALL OTHER LIBRARIES					
Ainsworth	80	3	83	0	0.0%
Albia	0	0	0	54	-100.0%
Altoona	0	0	0	5	-100.0%
Ames	4	2	6	0	0.0%
Anamosa	65	10	75	39	92.3%
Ankeny	4	9	13	0	0.0%
Atkins	0	0	0	4	-100.0%
Belle Plaine	0	0	0	2	-100.0%
Bettendorf	21	34	55	154	-64.3%
Boone	0	0	0	0	0.0%
Burlington	22	168	190	60	216.7%
Carroll	0	2	2	2	0.0%
Cascade	2	0	2	11	-81.8%
Cedar Falls	52	58	110	71	54.9%
Cedar Rapids	776	1,069	1,845	2,848	-35.2%
Central City	0	1	1	0	0.0%
Chariton	0	0	0	73	-100.0%
Charles City	0	0	0	0	0.0%
Clarence	4	14	18	17	5.9%
Clinton	76	0	76	78	-2.6%
Clive	0	4	4	0	0.0%
Columbus Jct	140	41	181	65	178.5%
Conesville	158	151	309	3	10200.0%
Cornell College	611	669	1,280	986	29.8%
Council Bluffs	0	0	0	2	-100.0%
Crawfordsville	65	21	86	76	13.2%
Dallas Center	0	0	0	0	0.0%
Davenport	48	26	74	44	68.2%
Des Moines	20	0	20	43	-53.5%
Donnelson	0	0	0	16	-100.0%
Dubuque	17	0	17	23	-26.1%
Eldon	10	0	10	14	-28.6%
Elkader	0	0	0	10	-100.0%
Ely	45	90	135	97	39.2%

FY17 CIRCULATION BY AREA AND AGENCY

AREA/AGENCY	1ST Q	2ND Q	YTD	LYTD	% CHG
Estherville	0	0	0	1	-100.0%
Fairfax	85	62	147	77	90.9%
Fairfield	447	560	1,007	981	2.7%
Fort Madison	0	0	0	2	-100.0%
Gilman	0	0	0	2	-100.0%
Grimes	11	0	11	12	-8.3%
Grinnell	6	26	32	97	-67.0%
Hedrick	0	0	0	0	0.0%
Hiawatha	40	53	93	20	365.0%
Independence	2	0	2	31	-93.5%
Indianola	0	0	0	1	-100.0%
Johnston	81	37	118	51	131.4%
Kalona	1,772	1,505	3,277	3,410	-3.9%
Keosauqua	3	0	3	13	-76.9%
Keota	0	17	17	76	-77.6%
Lisbon	62	82	144	94	53.2%
Lowden	16	18	34	0	0.0%
Manchester	9	40	49	0	0.0%
Maquoketa	8	0	8	10	-20.0%
Marengo	381	611	992	924	7.4%
Marion	32	69	101	81	24.7%
Marshalltown	3	12	15	8	87.5%
Mason City	0	4	4	33	-87.9%
Mechanicsville	23	16	39	112	-65.2%
Mediapolis	26	8	34	31	9.7%
Milford	16	0	16	0	0.0%
Montezuma	226	200	426	478	-10.9%
Monticello	4	0	4	2	100.0%
Montrose	2	4	6	18	-66.7%
Morning Sun	5	5	10	0	0.0%
Mount Pleasant	102	56	158	223	-29.1%
Muscatine	438	487	925	459	101.5%
New London	3	5	8	0	0.0%
Newton	19	47	66	29	127.6%
North English	138	197	335	844	-60.3%
Norway	0	0	0	1	-100.0%

FY17 CIRCULATION BY AREA AND AGENCY

AREA/AGENCY	1ST Q	2ND Q	YTD	LYTD	% CHG
Oelwein	0	17	17	0	0.0%
Oskaloosa	1	0	1	29	-96.6%
Ottumwa	0	0	0	8	-100.0%
Pella	1	0	1	0	0.0%
Pleasant Hill	0	13	13	4	225.0%
Reinbeck	2	0	2	0	0.0%
Richland	0	0	0	68	-100.0%
Riverside	489	398	887	1,278	-30.6%
Robins	0	0	0	0	0.0%
Scott Co (Eldridge)	31	1	32	0	0.0%
Shellsburg	0	0	0	0	0.0%
Sigourney	0	0	0	4	-100.0%
Sioux City	0	0	0	10	-100.0%
South English	12	3	15	35	-57.1%
Spirit Lake	9	3	12	0	0.0%
Tipton	460	503	963	1,327	-27.4%
Traer	15	0	15	0	0.0%
Urbandale	0	0	0	54	-100.0%
Van Horne	1	0	1	0	0.0%
Victor	43	27	70	21	233.3%
Vinton	0	0	0	0	0.0%
Washington	1,181	1,192	2,373	2,216	7.1%
Waterloo	0	0	0	1	-100.0%
Waverly	1	0	1	0	0.0%
Wellman	946	642	1,588	1,821	-12.8%
West Branch	2,366	2,186	4,552	5,632	-19.2%
West Des Moines	0	0	0	2	-100.0%
West Liberty	1,585	1,060	2,645	2,669	-0.9%
Williamsburg	803	807	1,610	1,429	12.7%
Wilton	586	440	1,026	432	137.5%
Winfield	2	2	4	190	-97.9%
Winterset	0	1	1	0	0.0%
Winthrop	9	0	9	0	0.0%
Zearing	0	0	0	0	0.0%
TOTAL RECIP/OPEN ACCESS	46,026	40,092	86,118	90,483	-4.8%

FY17 CIRCULATION BY AREA AND AGENCY

AREA/AGENCY	1ST Q	2ND Q	YTD	LYTD	% CHG
TOTAL CIRCULATION (including E-Downloads, not in-house)	347,245	309,819	657,064	681,112	-3.5%
Percent Iowa City	76.7%	77.1%	76.9%	76.9%	0.0%
Percent Hills	0.3%	0.3%	0.3%	0.3%	0.0%
Percent Johnson County	7.9%	7.7%	7.8%	7.7%	1.2%
Percent Lone Tree	0.3%	0.4%	0.3%	0.3%	0.0%
Percent University Heights	1.6%	1.6%	1.6%	1.6%	0.0%
Percent Reciprocal/Open Access	13.3%	12.9%	13.1%	13.3%	-1.5%
	100.0%	100.0%	100.0%	100.0%	
Iowa City	266,195	238,836	505,031	523,618	-3.5%
Local Contracts	35,010	30,881	65,891	67,011	-1.7%
Open Access	46,026	40,092	86,118	90,502	-4.8%
In-house cards (staff use)	1,909	2,165	4,074	2,855	42.7%
Undefined	14	10	24	23	4.3%
Total Spreadsheet	349,154	311,984	661,138	684,009	

IOWA CITY PUBLIC LIBRARY

FY17 Circulation by Type & Format 6 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Adult Materials					
General Fiction/Fiction Express	49,445	11.1%	49,879	10.7%	-0.9%
Mystery	16,660	3.7%	17,871	3.8%	-6.8%
Science fiction	9,177	2.1%	9,818	2.1%	-6.5%
Young Adult fiction	11,312	2.5%	11,822	2.5%	-4.3%
Comics	12,580	2.8%	0	0.0%	100.0%
Large print	4,386	1.0%	4,670	1.0%	-6.1%
Books in other languages	742	0.2%	739	0.2%	0.4%
Total Fiction	104,302	23.3%	94,799	20.3%	10.0%
EXPRESS/Nonfiction	1,437	0.3%	1,293	0.3%	11.1%
Large Print Nonfiction	630	0.1%	657	0.1%	-4.1%
000 - General/Computers	2,056	0.5%	2,210	0.5%	-7.0%
100 - Psychology/Philosophy	5,488	1.2%	5,104	1.1%	7.5%
200 - Religion	4,011	0.9%	4,370	0.9%	-8.2%
300 - Social Sciences	10,718	2.4%	10,872	2.3%	-1.4%
400 - Language	1,200	0.3%	1,140	0.2%	5.3%
500 - Science	3,769	0.8%	3,846	0.8%	-2.0%
600 - Applied Technology	20,155	4.5%	22,148	4.7%	-9.0%
700 - Art & Recreation	15,934	3.6%	32,172	6.9%	-50.5%
800 - Literature	5,110	1.1%	5,082	1.1%	0.6%
900 - History & Travel	9,433	2.1%	9,739	2.1%	-3.1%
Biography	3,883	0.9%	3,661	0.8%	6.1%
Total Nonfiction: Adult & Intermediate	83,824	18.7%	102,294	21.9%	-18.1%
Paperbacks	506	0.1%	609	0.1%	-16.9%
Magazines	3,312	0.7%	4,234	0.9%	-21.8%
Total Miscellaneous	3,818	0.9%	4,843	1.0%	-21.2%
Total Adult Print	191,944	42.9%	201,936	43.3%	-4.9%
Art to Go	886	0.2%	817	0.2%	8.4%
DVD (Movies/TV)	126,867	28.4%	133,609	28.6%	-5.0%
EXPRESS/DVD	12,042	2.7%	12,718	2.7%	-5.3%
Nonfiction DVD	11,346	2.5%	12,441	2.7%	-8.8%
Fiction on Disc	9,609	2.1%	10,745	2.3%	-10.6%
Nonfiction on CD	4,479	1.0%	5,446	1.2%	-17.8%
Compact disc (Music)	30,860	6.9%	34,469	7.4%	-10.5%
Young Adult Video Games	3,895	0.9%	4,296	0.9%	-9.3%
Adult Multimedia (Language)	22	0.0%	28	0.0%	-21.4%
Book Club Kits (10 items per kit)	17	0.0%	50	0.0%	-66.0%
Outreach Kits	1	0.0%	1	0.0%	0.0%
Circulating Equipment	300	0.1%	158	0.0%	89.9%
Total Nonprint	200,324	44.8%	214,778	46.1%	-6.7%

FY17 Circulation by Type & Format

6 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Adult E-Audio # Downloads	18,068	4.0%	14,924	3.2%	21.1%
Adult E-Book # Downloads	28,202	6.3%	27,528	5.9%	2.4%
Adult E-Magazines	6,687	1.5%	5,534	1.2%	20.8%
Adult E-Music # Downloads/Local Music Project	55	0.0%	88	0.0%	-37.5%
Adult Streaming	1,879	0.4%	1,598	0.3%	17.6%
Total Adult E-Downloads	54,891	12.3%	49,672	10.7%	10.5%
Total Adult Circulation	447,159	100.0%	466,386	100.0%	-4.1%
Children's Materials					
Fiction	37,331	17.6%	38,699	17.9%	-3.5%
Comics	14,592	6.9%	6,183	2.9%	136.0%
Holiday	5,038	2.4%	4,116	1.9%	22.4%
Picture: Big, Board, Easy	60,013	28.3%	57,971	26.9%	3.5%
Readers	22,061	10.4%	23,097	10.7%	-4.5%
Parent/Teacher Center	0	0.0%	0	0.0%	0.0%
Nonfiction & Biography	23,066	10.9%	32,826	15.2%	-29.7%
Magazines	429	0.2%	158	0.1%	171.5%
Total Children's Print	162,530	76.6%	163,050	75.6%	-0.3%
Video/DVD	33,738	15.9%	36,247	16.8%	-6.9%
Books on Disc	2,480	1.2%	2,797	1.3%	-11.3%
j Compact Disc/400	148	0.1%	87	0.0%	70.1%
Read-Along set	2,563	1.2%	2,704	1.3%	-5.2%
Children's Music	2,743	1.3%	2,740	1.3%	0.1%
Children's Video Games	1,536	0.7%	1,745	0.8%	-12.0%
Storytime Kits	140	0.1%	179	0.1%	-21.8%
Games & Toys	1,999	0.9%	2,440	1.1%	-18.1%
Children's Multimedia (Language)	4	0.0%	11	0.0%	-63.6%
Total Children's Nonprint	45,351	21.4%	48,950	22.7%	-7.4%
j E-Audio # Downloads	1,768	0.8%	1,325	0.6%	33.4%
j E-Book # Downloads	2,551	1.2%	2,337	1.1%	9.2%
Total Children's E-Downloads	4,319	2.7%	3,662	2.5%	17.9%
Total Children's	212,200	100.0%	215,662	100.0%	-1.6%
All Circulation by Type/Format					
All Fiction	161,263	24.4%	143,797	21.0%	12.1%
All Nonfiction and Biography	106,890	16.2%	135,120	19.8%	-20.9%
Picture books & Readers	82,074	12.4%	81,068	11.9%	1.2%
Paperbacks	506	0.1%	609	0.1%	-16.9%
Magazines	3,741	0.6%	4,392	0.6%	-14.8%
Total Print	354,474	53.6%	364,986	53.4%	-2.9%

FY17 Circulation by Type & Format

6 Months

Category	YTD	% Total	Last YTD	% of Total	% Change
Toys	1,999	0.3%	2,440	0.4%	-18.1%
Art	886	0.1%	817	0.1%	8.4%
DVD (Fiction, Nonfiction, & Express)	183,993	27.8%	195,015	28.5%	-5.7%
CD (Music)	33,603	5.1%	37,209	5.4%	-9.7%
Books on CD (Fiction & Nonfiction)	16,716	2.5%	19,075	2.8%	-12.4%
Read-Along Set	2,563	0.4%	2,704	0.4%	-5.2%
Video Games	5,431	0.8%	6,041	0.9%	-10.1%
Multimedia	26	0.0%	39	0.0%	-33.3%
Story and Book Club Kits	157	0.0%	229	0.0%	-31.4%
Outreach Kits	1	0.0%	1	0.0%	0.0%
Circulating Equipment	300	0.0%	158	0.0%	89.9%
Total Nonprint	245,675	37.2%	263,728	38.6%	-6.8%
Total E-Downloads	59,210	9.0%	53,334	7.8%	11.0%
Total In House/Undefined	1,779	0.3%	1,874	0.3%	-5.1%
Total Adult Materials (including e items)	447,159	67.6%	466,386	68.2%	-4.1%
Total Children's (including e items)	212,200	32.1%	215,662	31.5%	-1.6%
Grand Total (Adult + Children's + Undefined)	661,138	100.0%	683,922	100.0%	-3.33%

MasterCard Report **08-Jan-17**

Vendor	Dept	Expense	Description	Amount
Adobe	10550140	444080	Software Repair & Maintenance Services	$327.74
Amazon.com	10550140	455120	Misc Comp Hardware	$911.09
Blick Art Materials	10550152	469320	Miscellaneous Supplies	$14.46
Blick Art Materials	10550110	469370	Paper Products/Certificate/Prizes	$20.00
Bread Garden	10550110	469360	Food and Beverages	$1,632.70
Cantina Laredo	10550110	436080	Meals	$37.37
Easter Iowa Airport	10550110	436050	Registration	$24.00
Hoya	10550110	436080	Meals	$25.65
Hy-Vee	10550152	469360	Food and Beverages	$115.60
Hy-Vee	10550110	469320	Miscellaneous Supplies	$116.50
Hy-Vee	10550110	469360	Food and Beverages	$139.13
Innovative Users Group	10550110	436050	Registration	$850.00
Iowa City/Coralville Area CVB	10550110	436050	Registration	$70.00
iTunes Store	10550210	477350	Online Reference	$2.99
Jo-Ann Fabric	10550152	469320	Miscellaneous Supplies	$16.77
Macalester College	10550110	436050	Registration	$180.00
Office Max	10550140	455010	Printing or Graphic Supplies	$320.82
Office Max	10550110	452010	Office Supplies	$36.29
Office Max	10550110	455010	Printing or Graphic Supplies	$71.38
Office Max	10550110	455090	Paper	$99.81
Oriental Trading Co	10550152	469320	Miscellaneous Supplies	$45.92
Oriental Trading Co	10550152	469370	Paper Products/Certificate/Prizes	$51.84
Our Iowa	10550220	477340	Print/Circulating Serials	$18.98
Paypal	10550140	444080	Software Repair & Maintenance Services	$19.10
PSC	10550121	466040	Plumbing Supplies	$1,235.02
Silver Spider	10550110	469370	Paper Products/Certificate/Prizes	$99.48
Smile Makers	10550152	469320	Miscellaneous Supplies	$53.88
Super Shuttle	10550110	436030	Transportation	$83.12
Grand Total				$6,619.64

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
10550110			Library Administration				
1000-10-25-550-550100-550110-000-0000-432080-			Other Professional Services				
014353 ONE SOURCE THE BACKG	PLUS4649VOL-20161130		2017 6 INV P	240.00	120916	169691	VOLUNTEER BACKGROUN
			ACCOUNT TOTAL	240.00			
1000-10-25-550-550100-550110-000-0000-436030-			Transportation				
010475 UNIVERSITY OF IOWA C	010820170250		2017 6 INV P	83.12	123016	177744	BPalmer/MasterCard
			ACCOUNT TOTAL	83.12			
1000-10-25-550-550100-550110-000-0000-436050-			Registration				
010475 UNIVERSITY OF IOWA C	010820170250		2017 6 INV P	24.00	123016	177744	BPalmer/MasterCard
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	1,100.00	123016	177745	EMiller/MasterCard
				1,124.00			
			ACCOUNT TOTAL	1,124.00			
1000-10-25-550-550100-550110-000-0000-436080-			Meals				
010475 UNIVERSITY OF IOWA C	010820170250		2017 6 INV P	63.02	123016	177744	BPalmer/MasterCard
			ACCOUNT TOTAL	63.02			
1000-10-25-550-550100-550110-000-0000-438130-			Cell Phone Service				
010482 VERIZON WIRELESS	9776805412		2017 6 INV P	40.01	123016	177784	Admin/Monthly Cell
010889 U S CELLULAR	0167698728		2017 6 INV P	149.89	123016	177739	Admin/Monthly Servi
			ACCOUNT TOTAL	189.90			
1000-10-25-550-550100-550110-000-0000-445140-			Outside Printing				
010373 PIP PRINTING	92303		2017 6 INV P	34.64	122216	177131	Admin/Holds Pickup
010373 PIP PRINTING	ID92279		2017 6 INV P	121.50	122216	177131	Admin/50 Inservice
				156.14			
			ACCOUNT TOTAL	156.14			
1000-10-25-550-550100-550110-000-0000-449280-			Misc Services & Charges				
010522 COPY SYSTEMS INC	IN253149		2017 6 INV P	88.00	121616	169831	Admin/Mail Machine
			ACCOUNT TOTAL	88.00			
1000-10-25-550-550100-550110-000-0000-452010-			Office Supplies				
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	36.29	123016	177745	EMiller/MasterCard
			ACCOUNT TOTAL	36.29			
1000-10-25-550-550100-550110-000-0000-455010-			Printing & Graphic Supplies				
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	71.38	123016	177745	EMiller/MasterCard

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
			ACCOUNT TOTAL	71.38			
1000-10-25-550-550100-550110-000-0000-455090-			Paper				
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	99.81	123016	177745	EMiller/MasterCard
			ACCOUNT TOTAL	99.81			
1000-10-25-550-550100-550110-000-0000-469320-			Miscellaneous Supplies				
010475 UNIVERSITY OF IOWA C	010820170292		2017 6 INV P	28.39	123016	177741	AMangano/MasterCard
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	88.11	123016	177745	EMiller/MasterCard
				116.50			
010522 COPY SYSTEMS INC	IN254570		2017 6 INV P	31.70	123016	177653	Admin/Mail Meter Po
012264 MAILBOXES OF IOWA CI	11292016		2017 6 INV P	47.00	121616	169912	Admin/Bubble Mailer
			ACCOUNT TOTAL	195.20			
1000-10-25-550-550100-550110-000-0000-469360-			Food and Beverages				
010475 UNIVERSITY OF IOWA C	010820170292		2017 6 INV P	65.56	123016	177741	AMangano/MasterCard
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	1,706.27	123016	177745	EMiller/MasterCard
				1,771.83			
			ACCOUNT TOTAL	1,771.83			
1000-10-25-550-550100-550110-000-0000-469370-			Paper Products				
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	119.48	123016	177745	EMiller/MasterCard
			ACCOUNT TOTAL	119.48			
			ORG 10550110 TOTAL	4,238.17			
10550121		Library Bldg Maint - Public					
1000-10-25-550-550100-550120-131-0000-438030-			Electricity				
010319 MIDAMERICAN ENERGY	20161228113018		2017 6 INV P	5,774.87	123016	1860	MidAmBilling 122820
			ACCOUNT TOTAL	5,774.87			
1000-10-25-550-550100-550120-131-0000-438070-			Heating Fuel/Gas				
010319 MIDAMERICAN ENERGY	20161228113018		2017 6 INV P	1,576.78	123016	1860	MidAmBilling 122820
010319 MIDAMERICAN ENERGY	630321216		2017 6 INV P	11.54	123016	177698	FAC/Basic Service C
				1,588.32			
			ACCOUNT TOTAL	1,588.32			
1000-10-25-550-550100-550120-131-0000-438100-			Refuse Collection Charges				
010507 JOHNSON COUNTY REFUS	91138		2017 6 INV P	100.00	120916	169656	Refuse & Recycling
010507 JOHNSON COUNTY REFUS	91961		2017 6 INV P	100.00	122216	177091	Refuse & Recycling

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
				200.00			
			ACCOUNT TOTAL	200.00			
1000-10-25-550-550100-550120-131-0000-442010-			Other Building R&M Services				
010164 FREEMAN LOCK AND ALA	143540		2017 6 INV P	72.00	121616	169854	FAC/Alarm Monitorin
010171 GERARD ELECTRIC INC	5905		2017 6 INV P	420.00	120916	169625	FAC/Technician to A
010262 IOWA WORKFORCE DEVEL	153319		2017 6 INV P	200.00	121616	169891	FAC/Boiler Safety I
010349 NESPER SIGN ADVERTIS	005.76914-1		2017 6 INV P	290.18	123016	177709	FAC/Neon Movie Sign
010392 RMB CO INC	30555		2017 6 INV P	1,363.00	122216	177141	FAC/HVAC Quarterly
010789 WHITE CAP CONSTRUCTI	10006304437		2017 6 INV P	31.27	123016	177786	FAC/Hole Saw Lenox
010981 JOE'S QUALITY WINDOW	15640		2017 6 INV P	140.00	120916	169655	FAC/Lower Outside W
010981 JOE'S QUALITY WINDOW	15656		2017 6 INV P	140.00	123016	177688	FAC/Lower Outside W
				280.00			
			ACCOUNT TOTAL	2,656.45			
1000-10-25-550-550100-550120-131-0000-442020-			Structure R&M Services				
012238 OTIS ELEVATOR COMPAN	CER05335B16		2017 6 INV P	150.00	121616	169938	Elevator Service an
012238 OTIS ELEVATOR COMPAN	CER65336B16		2017 6 INV P	175.00	121616	169938	Elevator Service an
				325.00			
			ACCOUNT TOTAL	325.00			
1000-10-25-550-550100-550120-131-0000-442030-			Heating Equipment R&M Services				
010392 RMB CO INC	30556		2017 6 INV P	706.95	122216	177141	FAC/3 Boiler Air Fi
			ACCOUNT TOTAL	706.95			
1000-10-25-550-550100-550120-131-0000-443080-			Other Equipment R&M Services				
013037 BIXLER PIANO & ORGAN	121216		2017 6 INV P	95.00	123016	177642	FAC/Grand Piano Tun
			ACCOUNT TOTAL	95.00			
1000-10-25-550-550100-550120-131-0000-445030-			Nursery Srvc-Lawn & Plant Care				
010181 GREENERY DESIGNS	2020		2017 6 INV P	67.00	121616	169867	FAC/Interior Plants
010181 GREENERY DESIGNS	2046		2017 6 INV P	67.00	121616	169867	FAC/Plantscaping fo
				134.00			
			ACCOUNT TOTAL	134.00			
1000-10-25-550-550100-550120-131-0000-449160-			Other Rentals				

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
010627 CINTAS CORPORATION	342626465		2017 6 INV P	147.78	123016	177648	FAC/Cleaning Suppli
			ACCOUNT TOTAL	147.78			
1000-10-25-550-550100-550120-131-0000-452040-			Sanitation & Indust Supplies				
010290 LENOCH AND CILEK ACE	359637		2017 6 INV P	765.64	121616	169907	FAC/Towels,Tissues
010627 CINTAS CORPORATION	342626465		2017 6 INV P	138.81	123016	177648	FAC/Cleaning Suppli
			ACCOUNT TOTAL	904.45			
1000-10-25-550-550100-550120-131-0000-466040-			Plumbing Supplies				
010475 UNIVERSITY OF IOWA C	010820170771		2017 6 INV P	1,235.02	123016	177743	BGehrke/MasterCard
			ACCOUNT TOTAL	1,235.02			
1000-10-25-550-550100-550120-131-0000-466050-			Electrical Supplies				
011399 ELECTRIC EQUIPMENT S	5918		2017 6 INV P	506.48	120916	169616	FAC/Batteries & Lig
			ACCOUNT TOTAL	506.48			
			ORG 10550121 TOTAL	14,274.32			
10550122		Library Bldg Maint - Commercia					
1000-10-25-550-550100-550120-132-0000-442020-			Structure R&M Services				
012238 OTIS ELEVATOR COMPAN	CER05335B16		2017 6 INV P	150.00	121616	169938	Elevator Service an
			ACCOUNT TOTAL	150.00			
			ORG 10550122 TOTAL	150.00			
10550140		Library Computer Systems					
1000-10-25-550-550100-550140-000-0000-432060-			Consultant Services				
010525 ENCOMPASS IOWA LLC	6952		2017 6 INV P	877.50	121616	169848	IT/It Essentials- S
			ACCOUNT TOTAL	877.50			
1000-10-25-550-550100-550140-000-0000-438140-			Internet Fees				
010631 MEDIACOM	111416		2017 6 INV P	299.55	120916	169667	IT/Internet Access
011937 AUREON COMMUNICATION	0789005209.2016.12		2017 6 INV P	851.00	122216	177035	Internet Services
013770 SOUTH SLOPE COOPERAT	12012016		2017 6 INV P	193.08	121616	169974	IT/Internet Service
			ACCOUNT TOTAL	1,343.63			
1000-10-25-550-550100-550140-000-0000-444080-			Software R&M Services				
010475 UNIVERSITY OF IOWA C	010820170250		2017 6 INV P	346.84	123016	177744	BPalmer/MasterCard
010537 INNOVATIVE INTERFACE	INV-INC12570		2017 6 INV P	4,656.62	122216	177078	IT/Content Cafe Sub
			ACCOUNT TOTAL	5,003.46			

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
1000-10-25-550-550100-550140-000-0000-444100-			Hardware R&M Services				
012766 RMC IMAGING INC	1949		2017 6 INV P	785.00	121616	169963	IT/Annual Hardware
			ACCOUNT TOTAL	785.00			
1000-10-25-550-550100-550140-000-0000-455010-			Printing & Graphic Supplies				
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	320.82	123016	177745	EMiller/MasterCard
			ACCOUNT TOTAL	320.82			
1000-10-25-550-550100-550140-000-0000-455120-			Misc Computer Hardware				
010081 CDW GOVERNMENT INC	GBK8385		2017 6 INV P	34.78	121616	169825	IT/Cleaning Cartrid
010475 UNIVERSITY OF IOWA C	010820170250		2017 6 INV P	911.09	123016	177744	BPalmer/MasterCard
			ACCOUNT TOTAL	945.87			
			ORG 10550140 TOTAL	9,276.28			
10550151		Lib Public Services - Adults					
1000-10-25-550-550100-550150-351-0000-445140-			Outside Printing				
010373 PIP PRINTING	92345		2017 6 INV P	11.42	123016	177719	AD/500 ILL Borrowin
010373 PIP PRINTING	92348		2017 6 INV P	9.78	123016	177719	AD/100 ILL Postcard
010373 PIP PRINTING	92349		2017 6 INV P	65.70	123016	177719	AD/2,000 ILL Book C
				86.90			
			ACCOUNT TOTAL	86.90			
1000-10-25-550-550100-550150-351-0000-469370-			Paper Products				
010509 BAKER & TAYLOR INC C	2032460876		2017 6 INV P	117.80	120916	169582	LIBRARY MATERIALS
			ACCOUNT TOTAL	117.80			
			ORG 10550151 TOTAL	204.70			
10550152		Lib Public Services - Children					
1000-10-25-550-550100-550150-352-0000-432080-			Other Professional Services				
014444 BALLET QUAD CITIES	12152016		2017 6 INV P	150.00	123016	177638	CHI/Dance Me a Stor
			ACCOUNT TOTAL	150.00			
1000-10-25-550-550100-550150-352-0000-445140-			Outside Printing				
010373 PIP PRINTING	WRP92203		2017 6 INV P	37.50	120916	169706	CHI/200 Winter Read
			ACCOUNT TOTAL	37.50			
1000-10-25-550-550100-550150-352-0000-469320-			Miscellaneous Supplies				
010475 UNIVERSITY OF IOWA C	010820170235		2017 6 INV P	99.80	123016	177742	APilkington/MasterC
010475 UNIVERSITY OF IOWA C	010820173536		2017 6 INV P	31.23	123016	177745	EMiller/MasterCard

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
				131.03			
			ACCOUNT TOTAL	131.03			
1000-10-25-550-550100-550150-352-0000-469360-			Food and Beverages				
010475 UNIVERSITY OF IOWA C	010820170235		2017 6 INV P	115.60	123016	177742	APilkington/MasterC
			ACCOUNT TOTAL	115.60			
1000-10-25-550-550100-550150-352-0000-469370-			Paper Products				
010475 UNIVERSITY OF IOWA C	010820170235		2017 6 INV P	51.84	123016	177742	APilkington/MasterC
			ACCOUNT TOTAL	51.84			
			ORG 10550152 TOTAL	485.97			
10550159		Lib Public Srvs-Comm Access					
1000-10-25-550-550100-550150-359-0000-435059-			Advertising				
010909 KCCK JAZZ 88.3	CJP2017SPONS		2017 6 INV P	100.00	123016	177691	CAS/ 1/4 Page Adver
011328 LITTLE VILLAGE MAGAZ	3930		2017 6 INV P	45.00	123016	177694	CAS/Co-op B/W
			ACCOUNT TOTAL	145.00			
1000-10-25-550-550100-550150-359-0000-445140-			Outside Printing				
010373 PIP PRINTING	92026		2017 6 INV P	22.50	123016	177719	CAS/500 Volunteer A
010373 PIP PRINTING	92361		2017 6 INV P	22.50	122216	177131	CAS/500 Minor Libra
010373 PIP PRINTING	92395		2017 6 INV P	22.50	123016	177719	CAS/500 Minor Libra
				67.50			
			ACCOUNT TOTAL	67.50			
			ORG 10550159 TOTAL	212.50			
10550160		Library Collection Services					
1000-10-25-550-550100-550160-000-0000-445270-			Library Material R&M Services				
010509 BAKER & TAYLOR INC C	2032438295		2017 6 INV P	43.50	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032440822		2017 6 INV P	39.00	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032443496		2017 6 INV P	7.50	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450513		2017 6 INV P	33.00	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450530		2017 6 INV P	22.50	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450535		2017 6 INV P	13.50	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450654		2017 6 INV P	1.50	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450785		2017 6 INV P	21.00	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032454062		2017 6 INV P	48.00	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032459522		2017 6 INV P	42.00	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032467323		2017 6 INV P	15.00	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032470799		2017 6 INV P	40.50	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474181		2017 6 INV P	30.00	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474194		2017 6 INV P	19.50	122216	177039	LIBRARY MATERIALS

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C	2032474198		2017 6	INV	P	36.00	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474212		2017 6	INV	P	3.00	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474229		2017 6	INV	P	34.50	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474309		2017 6	INV	P	55.50	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032480421		2017 6	INV	P	16.50	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032483283		2017 6	INV	P	67.50	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032486423		2017 6	INV	P	61.50	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032489260		2017 6	INV	P	3.00	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497935		2017 6	INV	P	6.00	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497944		2017 6	INV	P	13.50	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497961		2017 6	INV	P	25.50	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032498095		2017 6	INV	P	12.00	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032500868		2017 6	INV	P	34.50	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032500951		2017 6	INV	P	45.00	123016	177636	LIBRARY MATERIALS
						790.50			
010551 RECORDED BOOKS LLC	75444969		2017 6	INV	P	20.85	121616	169961	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75445441		2017 6	INV	P	7.95	122216	177139	LIBRARY MATERIALS
						28.80			
010880 RANDOM HOUSE INC	1089530515		2017 6	INV	P	30.00	121616	169958	LIBRARY MATERIALS
011068 OVERDRIVE INC	MR-1370-0001-110816		2017 6	INV	P	172.00	120916	169694	LIBRARY MATERIALS
			ACCOUNT TOTAL			1,021.30			
1000-10-25-550-550100-550160-000-0000-445290-			Book Binding						
010535 HOUCHEN BINDERY LTD	229682		2017 6	INV	P	113.35	120916	169638	LIBRARY MATERIALS
010535 HOUCHEN BINDERY LTD	229961		2017 6	INV	P	279.65	122216	177075	LIBRARY MATERIALS
						393.00			
			ACCOUNT TOTAL			393.00			
1000-10-25-550-550100-550160-000-0000-469110-			Misc Processing Supplies						
010509 BAKER & TAYLOR INC C	B565536DM		2017 6	INV	P	719.39	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B567807DM		2017 6	INV	P	666.81	123016	177637	LIBRARY MATERIALS
						1,386.20			
010510 DEMCO INC	6013824		2017 6	INV	P	1,004.41	121616	169837	COL/Book Labels, Co
010510 DEMCO INC	6022630		2017 6	INV	P	953.14	123016	177658	COL/10 Bx Labels, 3
						1,957.55			
010546 MIDWEST TAPE	94561939		2017 6	INV	P	76.80	122216	177108	LIBRARY MATERIALS
			ACCOUNT TOTAL			3,420.55			
			ORG 10550160 TOTAL			4,834.85			

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
10550210		Library Children's Materials							
1000-10-25-550-550200-550210-000-0000-477020-		Books (Cat/Cir)							
010509 BAKER & TAYLOR INC C	2032370523		2017 6	INV	P	449.40	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032379393		2017 6	INV	P	325.71	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032433803		2017 6	INV	P	379.42	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032440821		2017 6	INV	P	342.04	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032443495		2017 6	INV	P	60.15	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032447642		2017 6	INV	P	89.89	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450653		2017 6	INV	P	8.78	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450784		2017 6	INV	P	40.47	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032454061		2017 6	INV	P	478.74	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032457804		2017 6	INV	P	494.17	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032463785		2017 6	INV	P	16.99	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032465896		2017 6	INV	P	163.15	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032467322		2017 6	INV	P	170.00	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032472293		2017 6	INV	P	270.89	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474180		2017 6	INV	P	123.38	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474211		2017 6	INV	P	12.70	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032480420		2017 6	INV	P	160.44	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032483282		2017 6	INV	P	592.72	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032483960		2017 6	INV	P	89.07	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032486422		2017 6	INV	P	286.12	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032487533		2017 6	INV	P	101.99	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032489259		2017 6	INV	P	20.76	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497129		2017 6	INV	P	157.95	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032500950		2017 6	INV	P	163.00	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032501891		2017 6	INV	P	522.87	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032504897		2017 6	INV	P	127.34	123016	177636	LIBRARY MATERIALS
						5,648.14			
010536 INGRAM LIBRARY SERVI	95625351		2017 6	INV	P	65.28	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95714314		2017 6	INV	P	167.75	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95754055		2017 6	INV	P	76.48	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95776028		2017 6	INV	P	49.40	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95828994		2017 6	INV	P	61.59	122216	177077	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96031140		2017 6	INV	P	29.52	122216	177077	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96169078		2017 6	INV	P	35.92	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96175171		2017 6	INV	P	65.29	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96259408		2017 6	INV	P	41.61	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96266833		2017 6	INV	P	24.71	123016	177683	LIBRARY MATERIALS
						617.55			
		ACCOUNT TOTAL				6,265.69			
1000-10-25-550-550200-550210-000-0000-477070-		Downloadable-eBooks							
011068 OVERDRIVE INC	1370-102924513		2017 6	INV	P	460.50	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-103325147		2017 6	INV	P	607.17	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-172246963		2017 6	INV	P	10.99	121616	169940	LIBRARY MATERIALS

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR TYP S		WARRANT	CHECK	DESCRIPTION
				1,078.66			
			ACCOUNT TOTAL	1,078.66			
1000-10-25-550-550200-550210-000-0000-477100-			Fiction Audio-CD				
010546 MIDWEST TAPE	94534071		2017 6 INV P	39.99	120916	169673	LIBRARY MATERIALS
			ACCOUNT TOTAL	39.99			
1000-10-25-550-550200-550210-000-0000-477110-			Music-CD				
010509 BAKER & TAYLOR INC C	B29838160		2017 6 INV P	38.29	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B31614660		2017 6 INV P	14.04	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B33673630		2017 6 INV P	13.31	121616	169811	LIBRARY MATERIALS
				65.64			
010546 MIDWEST TAPE	94568037		2017 6 INV P	11.99	122216	177108	LIBRARY MATERIALS
			ACCOUNT TOTAL	77.63			
1000-10-25-550-550200-550210-000-0000-477120-			Other Audio-CD				
010509 BAKER & TAYLOR INC C	2032370523		2017 6 INV P	79.51	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032483960		2017 6 INV P	31.98	122216	177039	LIBRARY MATERIALS
				111.49			
			ACCOUNT TOTAL	111.49			
1000-10-25-550-550200-550210-000-0000-477160-			Video Recordings				
010509 BAKER & TAYLOR INC C	B29838220		2017 6 INV P	229.51	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B29861860		2017 6 INV P	99.27	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B31361450		2017 6 INV P	333.60	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B33438960		2017 6 INV P	69.93	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B34942780		2017 6 INV P	9.47	123016	177637	LIBRARY MATERIALS
				741.78			
010546 MIDWEST TAPE	94514091		2017 6 INV P	8.98	120916	169673	LIBRARY MATERIALS
010546 MIDWEST TAPE	94514093		2017 6 INV P	119.18	120916	169673	LIBRARY MATERIALS
010546 MIDWEST TAPE	94539718		2017 6 INV P	74.21	120916	169673	LIBRARY MATERIALS
010546 MIDWEST TAPE	94548660		2017 6 INV P	29.24	121616	169919	LIBRARY MATERIALS
				231.61			
			ACCOUNT TOTAL	973.39			
1000-10-25-550-550200-550210-000-0000-477230-			Non-Fiction Audio-CD				
010509 BAKER & TAYLOR INC C	2032472293		2017 6 INV P	17.05	121616	169810	LIBRARY MATERIALS
010546 MIDWEST TAPE	94505958		2017 6 INV P	23.98	120916	169673	LIBRARY MATERIALS
010546 MIDWEST TAPE	94534320		2017 6 INV P	58.44	120916	169673	LIBRARY MATERIALS

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
010546 MIDWEST TAPE	94547519		2017 6	INV	P	9.74	121616	169919	LIBRARY MATERIALS
						92.16			
			ACCOUNT TOTAL			109.21			
1000-10-25-550-550200-550210-000-0000-477350-			Online Reference						
010475 UNIVERSITY OF IOWA C	010820170292		2017 6	INV	P	2.99	123016	177741	AMangano/MasterCard
			ACCOUNT TOTAL			2.99			
			ORG 10550210 TOTAL			8,659.05			
10550220		Library Adult Materials							
1000-10-25-550-550200-550220-000-0000-477020-			Books (Cat/Cir)						
010509 BAKER & TAYLOR INC C	0002894035		2017 6	CRM	P	-22.40	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	0002894161		2017 6	CRM	P	-16.80	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032370523		2017 6	INV	P	1,861.88	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032379393		2017 6	INV	P	953.38	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032433803		2017 6	INV	P	2,247.03	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032438294		2017 6	INV	P	368.19	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032447642		2017 6	INV	P	1,144.88	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450512		2017 6	INV	P	328.04	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450529		2017 6	INV	P	244.15	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032450534		2017 6	INV	P	92.85	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032457804		2017 6	INV	P	1,104.89	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032459521		2017 6	INV	P	324.73	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032460876		2017 6	INV	P	107.48	120916	169582	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032463785		2017 6	INV	P	113.52	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032465896		2017 6	INV	P	1,726.64	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032470798		2017 6	INV	P	237.92	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032472293		2017 6	INV	P	1,488.15	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474193		2017 6	INV	P	91.91	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474197		2017 6	INV	P	233.43	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474228		2017 6	INV	P	164.86	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032474308		2017 6	INV	P	256.40	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032483960		2017 6	INV	P	624.28	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032487533		2017 6	INV	P	1,236.49	122216	177039	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497129		2017 6	INV	P	731.79	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497934		2017 6	INV	P	41.96	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497943		2017 6	INV	P	55.55	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032497960		2017 6	INV	P	126.79	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032498094		2017 6	INV	P	38.00	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032500867		2017 6	INV	P	202.96	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032501891		2017 6	INV	P	1,046.74	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032504897		2017 6	INV	P	175.98	123016	177636	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5014324515		2017 6	INV	P	207.15	120916	169581	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5014340031		2017 6	INV	P	169.03	121616	169809	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5014354734		2017 6	INV	P	32.23	121616	169809	LIBRARY MATERIALS
						17,740.08			

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
010514 AMAZON	66528111016		2017 6	INV	P	24.99	122216	177032	LIBRARY MATERIALS
010519 BRODART CO	B4798616		2017 6	INV	P	41.73	120916	169595	LIBRARY MATERIALS
010520 CENTER POINT PUBLISH	1431829		2017 6	INV	P	131.22	122216	177047	LIBRARY MATERIALS
010531 GALE GROUP	59394841		2017 6	INV	P	47.23	120916	169624	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95541926		2017 6	INV	P	111.16	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95625351		2017 6	INV	P	49.80	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95714314		2017 6	INV	P	19.19	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95754055		2017 6	INV	P	128.17	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95776028		2017 6	INV	P	34.11	120916	169645	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95973925		2017 6	INV	P	23.98	122216	177077	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	95973926		2017 6	INV	P	84.44	122216	177077	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96031140		2017 6	INV	P	44.88	122216	177077	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96134888		2017 6	INV	P	70.17	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96169078		2017 6	INV	P	28.16	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96175171		2017 6	INV	P	60.48	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96193723		2017 6	INV	P	11.99	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96259408		2017 6	INV	P	139.51	123016	177683	LIBRARY MATERIALS
010536 INGRAM LIBRARY SERVI	96266833		2017 6	INV	P	78.06	123016	177683	LIBRARY MATERIALS
						884.10			
012405 REGENT BOOK CO	54464		2017 6	INV	P	15.93	122216	177140	LIBRARY MATERIALS
			ACCOUNT TOTAL			18,885.28			
1000-10-25-550-550200-550220-000-0000-477040-			Books (Cat/Reference)						
010509 BAKER & TAYLOR INC C	2032465896		2017 6	INV	P	16.96	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5014324515		2017 6	INV	P	139.81	120916	169581	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5014340031		2017 6	INV	P	35.78	121616	169809	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	5014354734		2017 6	INV	P	8.90	121616	169809	LIBRARY MATERIALS
						201.45			
010549 PETERSON'S A NELNET	4867136		2017 6	INV	P	45.07	120916	169702	LIBRARY MATERIALS
010549 PETERSON'S A NELNET	4867583		2017 6	INV	P	45.07	121616	169945	LIBRARY MATERIALS
010549 PETERSON'S A NELNET	4868791		2017 6	INV	P	45.07	122216	177128	LIBRARY MATERIALS
						135.21			
014043 WORLD BOOK INC	0001546461		2017 6	INV	P	999.00	123016	177787	LIBRARY MATERIALS A
			ACCOUNT TOTAL			1,335.66			
1000-10-25-550-550200-550220-000-0000-477070-			Downloadable-eBooks						
011068 OVERDRIVE INC	1370-000159630		2017 6	INV	P	195.00	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-000204420		2017 6	INV	P	26.99	123016	177713	LIBRARY MATERIALS A
011068 OVERDRIVE INC	1370-000256173		2017 6	INV	P	145.98	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-000327593		2017 6	INV	P	177.96	121616	169940	LIBRARY MATERIALS

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION	
011068 OVERDRIVE INC	1370-000343053		2017 6	INV	P	508.97	122216	177126	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-000502000		2017 6	INV	P	88.38	120916	169694	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-090430037		2017 6	INV	P	726.85	120916	169694	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-103359917		2017 6	INV	P	427.11	120916	169694	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-103446513		2017 6	INV	P	877.39	120916	169694	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-133721097		2017 6	INV	P	316.92	120916	169694	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-133903473		2017 6	INV	P	609.38	120916	169694	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-172246963		2017 6	INV	P	15.99	121616	169940	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-172432527		2017 6	INV	P	2,750.27	123016	177713	LIBRARY MATERIALS	A
011068 OVERDRIVE INC	1370-172601910		2017 6	INV	P	363.57	123016	177713	LIBRARY MATERIALS	A
011068 OVERDRIVE INC	1370-172626030		2017 6	INV	P	1,383.22	123016	177713	LIBRARY MATERIALS	A
011068 OVERDRIVE INC	1370-172728517		2017 6	INV	P	3,347.97	121616	169940	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-172730390		2017 6	INV	P	1,502.40	123016	177713	LIBRARY MATERIALS	A
011068 OVERDRIVE INC	1370-172757960		2017 6	INV	P	1,241.69	120916	169694	LIBRARY MATERIALS	
011068 OVERDRIVE INC	1370-180018557		2017 6	INV	P	83.97	120916	169694	LIBRARY MATERIALS	
						14,790.01				
			ACCOUNT TOTAL			14,790.01				
1000-10-25-550-550200-550220-000-0000-477100-			Fiction Audio-CD							
010509 BAKER & TAYLOR INC C	2032447642		2017 6	INV	P	32.92	120916	169582	LIBRARY MATERIALS	
010546 MIDWEST TAPE	94534071		2017 6	INV	P	19.99	120916	169673	LIBRARY MATERIALS	
010551 RECORDED BOOKS LLC	75448817		2017 6	INV	P	50.39	122216	177139	LIBRARY MATERIALS	
010551 RECORDED BOOKS LLC	75449688		2017 6	INV	P	58.20	122216	177139	LIBRARY MATERIALS	
010551 RECORDED BOOKS LLC	75450380		2017 6	INV	P	40.49	122216	177139	LIBRARY MATERIALS	
010551 RECORDED BOOKS LLC	75453934		2017 6	INV	P	99.00	123016	177724	LIBRARY MATERIALS	
						248.08				
010880 RANDOM HOUSE INC	1089318862		2017 6	INV	P	105.75	120916	169715	LIBRARY MATERIALS	
010880 RANDOM HOUSE INC	1089420584		2017 6	INV	P	22.50	121616	169958	LIBRARY MATERIALS	
010880 RANDOM HOUSE INC	1089585561		2017 6	INV	P	41.25	122216	177135	LIBRARY MATERIALS	
010880 RANDOM HOUSE INC	1189585561		2017 6	INV	P	33.75	122216	177135	LIBRARY MATERIALS	
						203.25				
			ACCOUNT TOTAL			504.24				
1000-10-25-550-550200-550220-000-0000-477110-			Music-CD							
010509 BAKER & TAYLOR INC C	B29350320		2017 6	INV	P	455.35	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B29350340		2017 6	INV	P	33.65	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B29753610		2017 6	INV	P	9.20	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B29838160		2017 6	INV	P	72.41	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B30000390		2017 6	INV	P	33.28	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B30262190		2017 6	INV	P	31.79	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B30638310		2017 6	INV	P	7.39	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B30766800		2017 6	INV	P	23.70	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B31105710		2017 6	INV	P	14.05	120916	169583	LIBRARY MATERIALS	
010509 BAKER & TAYLOR INC C	B31560430		2017 6	INV	P	11.83	120916	169583	LIBRARY MATERIALS	

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
010509 BAKER & TAYLOR INC C	B31614660		2017 6	INV	P	269.89	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B31614670		2017 6	INV	P	26.61	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B33438890		2017 6	INV	P	12.57	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B340794040		2017 6	INV	P	11.09	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B35191650		2017 6	INV	P	11.09	122216	177040	LIBRARY MATERIALS
						1,023.90			
010514 AMAZON	66528111016		2017 6	INV	P	22.95	122216	177032	LIBRARY MATERIALS
010546 MIDWEST TAPE	94505958		2017 6	INV	P	17.09	120916	169673	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75445425		2017 6	INV	P	99.00	121616	169961	LIBRARY MATERIALS
			ACCOUNT TOTAL			1,162.94			
1000-10-25-550-550200-550220-000-0000-477160-			Video Recordings						
010509 BAKER & TAYLOR INC C	B29838220		2017 6	INV	P	572.35	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B29861860		2017 6	INV	P	268.69	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B29956180		2017 6	INV	P	16.35	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B30262230		2017 6	INV	P	14.57	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B30511800		2017 6	INV	P	894.59	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B30873140		2017 6	INV	P	13.00	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B31361450		2017 6	INV	P	501.92	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B31720390		2017 6	INV	P	7.28	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B33438960		2017 6	INV	P	49.92	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B33911270		2017 6	INV	P	542.83	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B34079090		2017 6	INV	P	24.82	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B34194820		2017 6	INV	P	32.80	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B34809910		2017 6	INV	P	43.72	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B34942780		2017 6	INV	P	948.12	123016	177637	LIBRARY MATERIALS
						3,930.96			
010546 MIDWEST TAPE	94514091		2017 6	INV	P	33.72	120916	169673	LIBRARY MATERIALS
010546 MIDWEST TAPE	94547530		2017 6	INV	P	13.99	121616	169919	LIBRARY MATERIALS
010546 MIDWEST TAPE	94574825		2017 6	INV	P	26.24	122216	177108	LIBRARY MATERIALS
						73.95			
			ACCOUNT TOTAL			4,004.91			
1000-10-25-550-550200-550220-000-0000-477210-			Non-Fiction Video-DVD						
010509 BAKER & TAYLOR INC C	B29838220		2017 6	INV	P	18.22	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B29861860		2017 6	INV	P	54.59	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B30101500		2017 6	INV	P	18.19	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B30511800		2017 6	INV	P	53.57	120916	169583	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B31361450		2017 6	INV	P	228.72	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B31560450		2017 6	INV	P	21.83	121616	169811	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B33438960		2017 6	INV	P	22.59	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B34809910		2017 6	INV	P	36.40	122216	177040	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	B34942780		2017 6	INV	P	18.22	123016	177637	LIBRARY MATERIALS

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
						472.33			
010514 AMAZON	66528111016		2017 6	INV	P	19.95	122216	177032	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75430118		2017 6	INV	P	160.75	123016	177724	LIBRARY MATERIALS
			ACCOUNT TOTAL			653.03			
1000-10-25-550-550200-550220-000-0000-477220-			Multi-Media/Gaming						
010536 INGRAM LIBRARY SERVI	96031140		2017 6	INV	P	113.98	122216	177077	LIBRARY MATERIALS
			ACCOUNT TOTAL			113.98			
1000-10-25-550-550200-550220-000-0000-477230-			Non-Fiction Audio-CD						
010509 BAKER & TAYLOR INC C	2032370523		2017 6	INV	P	38.41	121616	169810	LIBRARY MATERIALS
010509 BAKER & TAYLOR INC C	2032501891		2017 6	INV	P	27.43	123016	177636	LIBRARY MATERIALS
						65.84			
010518 BLACKSTONE AUDIOBOOK	866179		2017 6	INV	P	45.00	120916	169590	LIBRARY MATERIALS
010518 BLACKSTONE AUDIOBOOK	871239		2017 6	INV	P	329.93	120916	169590	LIBRARY MATERIALS
						374.93			
010546 MIDWEST TAPE	94534071		2017 6	INV	P	146.97	120916	169673	LIBRARY MATERIALS
010546 MIDWEST TAPE	94562100		2017 6	INV	P	175.95	121616	169919	LIBRARY MATERIALS
010546 MIDWEST TAPE	94577644		2017 6	INV	P	129.97	122216	177108	LIBRARY MATERIALS
						452.89			
010551 RECORDED BOOKS LLC	75441483		2017 6	INV	P	35.99	120916	169717	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75442534		2017 6	INV	P	62.20	120916	169717	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75443230		2017 6	INV	P	80.60	120916	169717	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75446819		2017 6	INV	P	36.00	121616	169961	LIBRARY MATERIALS
010551 RECORDED BOOKS LLC	75451183		2017 6	INV	P	96.60	122216	177139	LIBRARY MATERIALS
						311.39			
010880 RANDOM HOUSE INC	1089306643		2017 6	INV	P	82.50	120916	169715	LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1089475973		2017 6	INV	P	22.50	121616	169958	LIBRARY MATERIALS
010880 RANDOM HOUSE INC	1089499033		2017 6	INV	P	33.75	121616	169958	LIBRARY MATERIALS
						138.75			
			ACCOUNT TOTAL			1,343.80			
1000-10-25-550-550200-550220-000-0000-477250-			Downloadable Media						
011068 OVERDRIVE INC	1370-000135680		2017 6	INV	P	47.99	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-000159630		2017 6	INV	P	190.00	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-000256173		2017 6	INV	P	47.50	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-000327593		2017 6	INV	P	47.50	121616	169940	LIBRARY MATERIALS

ACCOUNT/VENDOR	INVOICE	PO	YEAR/PR	TYP	S		WARRANT	CHECK	DESCRIPTION
011068 OVERDRIVE INC	1370-000343053		2017 6	INV	P	312.96	122216	177126	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-090430037		2017 6	INV	P	240.13	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-103233933		2017 6	INV	P	85.50	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-103343427		2017 6	INV	P	282.45	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-103550200		2017 6	INV	P	46.55	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-133243500		2017 6	INV	P	569.88	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-172029927		2017 6	INV	P	860.71	120916	169694	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-172323643		2017 6	INV	P	2,484.13	121616	169940	LIBRARY MATERIALS
011068 OVERDRIVE INC	1370-172356653		2017 6	INV	P	3,090.92	123016	177713	LIBRARY MATERIALS A
011068 OVERDRIVE INC	1370-172513223		2017 6	INV	P	1,321.03	123016	177713	LIBRARY MATERIALS A
011068 OVERDRIVE INC	1370-172801707		2017 6	INV	P	176.75	123016	177713	LIBRARY MATERIALS A
011068 OVERDRIVE INC	1370-175947377		2017 6	INV	P	272.48	120916	169694	LIBRARY MATERIALS
						10,076.48			
			ACCOUNT TOTAL			10,076.48			
1000-10-25-550-550200-550220-000-0000-477330-			Print/Reference Serials						
010238 IOWA CITY PRESS CITI	FY17ICPC		2017 6	INV	P	964.93	123016	177685	LIBRARY ICPC ACCT #
010524 EBSCO	0090692		2017 6	INV	P	462.00	123016	177662	LIBRARY MATERIALS
010545 MCS COURIER & DIST	101707		2017 6	INV	P	1,034.55	122216	177106	LIBRARY MATERIALS
			ACCOUNT TOTAL			2,461.48			
1000-10-25-550-550200-550220-000-0000-477340-			Print/Circulating Serials						
010475 UNIVERSITY OF IOWA C	010820170292		2017 6	INV	P	18.98	123016	177741	AMangano/MasterCard
			ACCOUNT TOTAL			18.98			
1000-10-25-550-550200-550220-000-0000-477350-			Online Reference						
010531 GALE GROUP	59450859		2017 6	INV	P	100.00	122216	177069	LIBRARY MATERIALS
			ACCOUNT TOTAL			100.00			
			ORG 10550220 TOTAL			55,450.79			
FUND 1000 General			TOTAL:			97,786.63			

Jay Semel, President

Monique Washington, Vice-President