



320 1st Ave E
Dyersville, Iowa 52040

Phone: 563-875-8912
Fax: 563-875-6162

librarian@dyersville.lib.ia.us

Web: www.dyersville.lib.ia.us

Regular Library Board Meeting

September 11, 2018

7:00 pm

Program Room

James Kennedy Public Library

Agenda Topics

1. Call to Order
2. Introductions
3. Consider Approval of Agenda
4. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve minutes of Previous Meetings: August 21, 2018 Special Meeting and Regular Meeting
 - Approve August Librarian's Report
 - Approve Bills:
 - August Claims Report
 - Library Claims for September
 - August & September Credit Card Claims
 - Budget Reports
 - August City Report
 - August Library Report
 - Trust Account Reports
 - August Bank Statements
 - August Balance Report
 - Trust Account Expenditure Report
 - August Donations Form
 - Program Reports
 - August Report on Programs and Attendance
 - September Calendar of events
 - Schedule for upcoming programs
 - Grant Report
 - Friends of the Library Report
5. Committee Appointments

6. Schedule for attendance of City Council Meetings
7. Consider approval of changing the meeting day and / or time of the regular monthly JKPL Board
8. Review and Discussion of Designated Endow Iowa Endowment Fund Agreement establishing the James Kennedy Public Library Endowment
9. Consider approval of Library Holiday Hours for FY19
10. Executive Committee Report
11. Finance Committee Report
12. Fundraising Committee Report
13. Furnishings, Art & Facilities Committee Report
14. Marketing Committee Report
15. Personnel Committee Report
16. Policy Committee Report
17. Strategic Planning Report
18. Meetings and Training
 - Upcoming
 - Recently Attended
 - Board Training
19. Oral Presentations
20. Adjournment

Date of next regular meeting: Tuesday, October 9, 2018
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Hello all:

Here is your packet for the September Library Board Meeting. See you at 7!

1. Call to Order
2. Introductions
3. Consider Approval of Agenda
4. Consider Agenda Consent Calendar
 - Correspondence & Communication - **None**
 - Approve minutes of Previous Meetings: August 21, 2018 Special Meeting and Regular Meeting – **A & B**
 - Approve August Librarian's Report - **C**
 - Approve Bills:
 - August Claims Report - **D**
 - Library Claims for September – **E (Separate document)**
NOTE: We will add an invoice for membership and attendance at the ILA conference to this bills packet once I confirm who is attending and which day(s).
 - August & September Credit Card Claims - **F**
 - Budget Reports
 - August City Report - **G**
 - August Library Report - **H**
 - Trust Account Reports:
 - August Bank Statements – **I1 & 2**
 - August Balance Report - **J**
 - Trust Account Expenditure Report - **K**
 - August Donations Form - **L**
 - Program Reports
 - August Report on Programs and Attendance - **M**
 - September Calendar of events – **N (separate document)**
 - Schedule for upcoming programs - **O**
 - Grant Report – **I submitted a grant to the Dyersville Area Community Foundation for a pop-up portable library and outreach services. This is for the items we need / use when we present at other facilities as well as when we go to the parks, etc. It also includes funding to purchase books to give away to children as a partnership with the Grade Level Reading. Total project cost is \$4220. DACF requires at least a 50% match so requested \$2000 with GLR providing \$500 and the library and / or Friends providing the remaining amount. These are announced in late September. I submitted a grant to the**

Alliant Energy Foundation for additional furnishings and equipment for the Creation Station. The amount requested was \$4191 and doesn't require a match but I did include some things in project budget that the Foundation won't fund – computers, tablets and staffing. STEM is one of their priorities for education / community grants. These announce by November 1.

- **Friends of the Library Report – Next Friends meeting is September 17 so nothing to report at this time.**

5. Committee Appointments - **Angela**
6. Schedule for attendance of City Council Meetings - **Angela**
7. Consider approval of changing the meeting day and / or time of the regular monthly JKPL Board
8. Review and Discussion of Designated Endow Iowa Endowment Fund Agreement establishing the James Kennedy Public Library Endowment – **New proposed agreement attached as information.**
9. Consider approval of Library Holiday Hours for FY19 – **The Library Board is responsible for establishing when the library is closed for holidays. Item 9 in your packet lists the city paid holidays, the library floating holidays (when we are open but the city closes) and the days we close early (because they fall before a holiday closing and activity level at the library would be very low so not worth staffing). This year Christmas Eve and Christmas Day fall on Monday and Tuesday. I am wondering if you think we should close the Sunday before due to expected low use (since many people will have holiday and / or family activities that day).**
10. Executive Committee Report
11. Finance Committee Report
12. Fundraising Committee Report: **Chair-ity event has started with people picking up chairs to decorate.**
13. Furnishings, Art & Facilities Committee Report: **I have ordered the water heater from Al Demmer / Fitzgerald Mechanical so we are working to schedule a time for it to be installed. The projection system is partially installed with the new projector ready to use with movies. They ordered the wrong screen so will have to come back to install that, finish with the other components, program the system, and provide staff training.**
14. Marketing Committee Report
15. Personnel Committee Report
16. Policy Committee Report

17. Strategic Planning Report
18. Meetings and Training
 - Upcoming – **ARSL is 9/13 – 15 (Kim, Dawn & Shirley attending) ; Public Libraries of Dubuque County Agency is 9/27 (Angela & Shirley attending); ILA is 10/3 – 5 (attendance to be determined); State Library Learning Circuit 2018 (formerly Town Meetings) is 10/17 (Shirley attending); Ann has been approved to participate in the fall session of Public Library Management. This is a requirement for certification and JKPL librarians are expected to be certified within 2 years of being hired.**
 - Recently Attended
 - Board Training – **Meetings discussion**
19. Oral Presentations
20. Adjournment

Date of next regular meeting: Tuesday, October 9, 2018
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**James Kennedy Public Library
Board of Trustees
Minutes of the August 21, 2018, Special Meeting**

A special meeting of the Board of Trustees of the James Kennedy Public Library for the purpose of electing officers was held on Tuesday, August 21, 2018, in the program room. Present: Angela English, Patrick Valant, Mike Mullis, Mary Jane Meade, Barb Heitzman, Karen Kramer, Catherine O’Hea, Sue Engelbrecht, Director Shirley Vonderhaar, Assistant Director Dawn Schrandt and City Council liaison Tom Westoff. Absent: Joe Petsche.

Board President Angela English called the meeting to order at 7:00 pm.

Agenda: Heitzman MOVED “Approval of the Agenda” as posted which motion was seconded by Valant and CARRIED. Ayes: English, Valant, Mullis, Meade, Heitzman, Kramer, O’Hea and Engelbrecht. Nays: none.

Election of Officers: The following were nominated for office:
President: Angela English
Vice-President: Pat Valant
Secretary: Mary Jane Meade

English MOVED “that nominations be closed and that the nominees be elected by acclamation” which was seconded by Valant and CARRIED. Ayes: English, Valant, Mullis, Meade, Heitzman, Kramer, O’Hea and Engelbrecht. Nays: none.

President Angela English adjourned the meeting at 7:04 pm.

Mary Jane Meade, Secretary

**James Kennedy Public Library
Board of Trustees
Minutes of the August 21, 2018 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, August 21, 2018, in the program room. Present: Angela English, Patrick Valant, Mike Mullis, Mary Jane Meade, Barb Heitzman, Karen Kramer, Catherine O’Hea, Sue Engelbrecht, Director Shirley Vonderhaar, Assistant Director Dawn Schrandt and City Council liaison Tom Westoff. Absent: Joe Petsche.

1. Board President Angela English called the meeting to order at 7:04 pm.
2. Agenda: Mullis MOVED “approval of the Agenda,” which motion was seconded by Kramer and CARRIED. Ayes: English, Valant, Mullis, Meade, Heitzman, Kramer, O’Hea and Engelbrecht. Nays: none.

3. Agenda Consent Calendar

- Correspondence & Communication - None
- FY18 Information and reports:
 - Minutes of Previous Meeting: June 12, 2018 and July 18, 2018
 - June Librarian’s Report
 - Bills:
 - June Bills submitted/ paid by city 6/25/18
 - Library Claims for June
 - Final June Credit Card Claims
 - Budget Reports
 - June City Report
 - June Library Report
 - Trust Account Reports
 - June Bank Statement
 - June Balance Report
 - Trust Account Expenditure Report
 - June Donations Form
 - Joyce Bries- \$14.40
 - Anonymous- \$15.00
 - Dubuque Area Retired School Personnel- \$100.00
 - Family Getaway Fundraiser- \$341.00
 - TACKL- DTFN Fundraiser- \$86.50
 - Program Reports
 - June Report on Programs and Attendance- WD / USDA sponsored summer lunch program increased attendance
 - Quarterly Contract Use Reports
 - Statistics by Residence Area
 - Statistics by Contract/Service Area

FY 18 Information & Reports

- July Librarian's Report
- Bills
 - July Claims Report
 - Library Claims for July
 - Library Claims for August
 - July/August Credit Card Claims
- Budget Reports
 - July City Reports
 - July Library Report
- Trust Account Reports
 - July Bank Statements
 - July Balance Report
 - Trust Account Expenditure Report
 - July Donations Form
 - Coloring Book- \$10.00
 - Anonymous- \$20.00
- Program Reports
 - July Report on Programs and Attendance
 - August Calendar of Events
 - Schedule for upcoming programs
- Grant Report – Kim submitted Theisen's Grant for 2019 SRP
- Friends of Library Report- No report.

Heitzman MOVED "approval of the consent items" which was seconded by Engelbrecht and CARRIED. Ayes: English, Valant, Mullis, Meade, Heitzman, Kramer, O'Hea and Englebrecht. Nays: none

4. Discussion on day/time of board meeting: Board discussed changing day/time of monthly meeting. No action taken.
5. Executive Committee Report: No report.
6. Finance Committee Report: No report.
7. Fundraising Committee Report: No report.
8. Furnishings, Art & Facilities Report: Water heater leaks and needs replacement. Shirley received quotes from three local contractors but timers and rebates made it difficult to compare. Shirley will request more information on timer and potential savings and request itemized quotes.
9. Marketing Committee: Creation Station is new name of active learning space.
10. Personnel Committee Report: No report.

11. Policy Committee Report: No report.

12. Strategic Planning Report: No report

13. Meetings and Training

- ARSL is September 12-15 in Springfield, IL. Kim, Dawn and Shirley will be attending.
- ILA Conference is October 3-5 in Cedar Rapids.
- Ann completed her genealogy class and is now offering genealogy drop in hours on Friday afternoons and will doing more genealogy related programming.

14. Oral Presentations: None.

15. Angela made a motion to ADJOURN at 7:51 pm. Motion carried.

Mary Jane Meade, Secretary

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT
 Librarian's report to the Board of Trustees for the month August 2018

Additions:

Items purchased: 267 Items donated: 151 Year to date: 664
 Items donated previous YTD: 79 Items donated YTD: 181
 Items withdrawn: Books: 76 SCDs: 5 DVDs: 7 Games: 3
 Year to date: Books: 176 SCDs: 7 DVDs: 7 Games: 3
 New Library Cards Issued City: 15 Contractual: 23 Total: 38 YTD: 81
 Computer use: 981 hours; 1,211 sessions YTD: 1,930 hours; 2,308 sessions Previous YTD: 1,630 hours; 1,682 sessions
 Meeting Room Use: 220 Library Use: 58 Community Use: 162 YTD: 409 Previous YTD: 430
 Programs Held: 64 Attendance: 2,022 people Library Visits: 8,988 YTD: 18,945 Prev. YTD: 19,203

C

Circulation:

Number of Items Loaned	11,736	Year to Date:	24,229
Previous Year Circ.	12,302	Previous YTD:	25,223
Difference (numerical):	-566	Difference (numerical):	-994
Difference (percentage):	-4.60%	Difference (percentage):	-3.94%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	33.45	73.10	850.00
Computer Printing:	116.60	200.50	1,275.00
Reader/printer:	0.00	0.00	25.00
Fax:	55.00	120.00	900.00
Computer Use	18.00	34.00	250.00
Holds & Scans	3.00	12.00	100.00
Lost Books and Materials	83.40	189.36	1,000.00
Memberships	48.00	336.00	300.00
Agency Contract fees:	0.00	0.00	5,000.00
Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund	0.00	0.00	14,800.00
Misc (including ALSS supplies reimbursement):	.25	.50	300.00
Total:	357.70	965.46	24,800.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	6.96	13.81
Memorials: Marv Tauke	1500.00	1520.00
Halbach Books:	20.00	20.00
Adopt a book donations:	0.00	0.00
Friends donation:	50.25	100.00
Other: TACKL DTFN & pieing Paul	161.00	168.50
Other: SRP & LML	88.70	104.70
Other: coloring books, materials fee & soda	26.50	36.50
Total:	1853.41	1963.510

SUMMARY OF ADDITIONS:

	LP	Adult Fiction	Adult Non-fiction	Young Adult Fiction	Juven Fic	Juven Non-fiction	eBook & eAudio	A & YA Audio	Juv. Audio	A& YA Vid	Juv. Vid	CDs, Games Misc.	TOTAL
Curr. Month	18	183	41	10	30	79	11	7	1	21	9	8	418
2017 Month	21	110	57	12	11	0	0	11	4	48	19	5	298
Curr. YTD	26	268	63	37	95	83	11	14	1	39	14	13	664
Prev. YTD	30	170	82	30	31	14	0	15	4	96	23	7	502

SUMMARY OF CIRCULATION:

	LP	Adult Fiction & NF	YA Fiction & NF	Juven. Fiction & NF	eBks	Mags.	Zinio eMags	Total Print Items	eAudio	Adult and YA Audio	Juven. Audio & Kits	Adult & YA DVD	Juven. video & DVD	Games, Puppets, etc.	Grand Total
Curr. Month	741	2365	449	3047	248	308	0	7158	131	391	44	2316	846	850	11736
2017 month	780	2815	545	3542	251	335	11	8279	89	378	123	1955	921	557	12302
Difference	-39	-450	-96	-495	-3	-27	-11	-1121	42	13	-79	361	-75	293	-566
Current YTD	1391	4599	1030	6848	523	641	0	15032	292	709	92	4591	1838	1675	24229
Prev. YTD	1494	5571	1184	7645	492	672	22	17080	170	673	154	4150	1882	1114	25223
Difference	-103	-972	-154	-797	31	-31	-22	-2048	122	36	-62	441	-44	561	-994
Diff. %	-6.9%	-17.4%	-13.0%	-10.4%	6.3%	-4.6%	-100%	-12.0%	71.8%	5.3%	-40.3%	10.6%	-2.3%	50.4%	-3.9%

Freagel Music Downloads: August: 32 Total FY= 64 **Bridges Video Downloads:** August: 0 Total FY = 0
Mango Language Use: August: 15 sessions; FY = 22 total sessions (includes mobile & computer)

D

James Kennedy Public Library
August 2018 Claims Report

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	\$750.00
Black Hills	Gas / Heat	39.36
Alliant Energy	Electricity	1,507.18
Mediacom	Internet & Phone	398.53
Total		\$2,695.07

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundering	Mats	\$12.33
Credit Card	ALA – bookmarks	16.00
Credit Card	Copyright office – DMCA registration	6.00
Credit Card	USPS – postage	55.75
Credit Card	Facebook – advertising	39.94
Pitney Bowes	Shipping fees	28.49
Total		\$158.51

August 2018 Budget

August 2018 claims submitted	\$13,419.37
Utility and Contractual from Bills above	2,695.07
Miscellaneous Bills from above	158.51
Total wages and benefits	28,215.56
Total August 2018 expenses	\$44,488.51

- Should match with City Expenditure Report, not including Trust Account Expenditures.

F

Credit Card Claims for August & September 2018

Date	Vendor	Items	Amount
8/10/18	Mediacom	Phone & Internet	398.82
8/31/18	Face Book	Advertising or programs on FB	26.70

Budget Report
Account Summary

For Fiscal: 2018-2019 Period Ending: 08/31/2018

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND							
Expense							
<u>001-5-410-4-60100</u>	SALARIES	228,856.00	228,856.00	21,450.84	38,202.10	190,653.90	83.31 %
<u>001-5-410-4-61100</u>	FICA	14,189.00	14,189.00	1,598.71	2,837.92	11,351.08	80.00 %
<u>001-5-410-4-61200</u>	MEDICARE	3,318.00	3,318.00	0.00	0.00	3,318.00	100.00 %
<u>001-5-410-4-61300</u>	IPERS	21,604.00	21,604.00	2,024.98	3,606.28	17,997.72	83.31 %
<u>001-5-410-4-61500</u>	GROUP INSURANCE	35,700.00	35,700.00	3,125.71	6,176.11	29,523.89	82.70 %
<u>001-5-410-4-61700</u>	SUI	184.00	184.00	15.32	27.18	156.82	85.23 %
<u>001-5-410-4-62100</u>	DUES	900.00	900.00	15.00	15.00	885.00	98.33 %
<u>001-5-410-4-62300</u>	MEETINGS/TRAINING	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<u>001-5-410-4-63710</u>	ELECTRICITY	14,000.00	14,000.00	1,507.18	2,667.41	11,332.59	80.95 %
<u>001-5-410-4-63711</u>	GAS HEAT	2,200.00	2,200.00	39.36	80.62	2,119.38	96.34 %
<u>001-5-410-4-63730</u>	TELEPHONE	2,200.00	2,200.00	398.53	398.53	1,801.47	81.89 %
<u>001-5-410-4-63750</u>	MAINTENANCE	5,300.00	5,300.00	3,003.60	3,303.64	1,996.36	37.67 %
<u>001-5-410-4-64080</u>	INSURANCE PREMIUM	7,344.00	7,344.00	0.00	0.00	7,344.00	100.00 %
<u>001-5-410-4-64316</u>	CONTRACTS	0.00	0.00	228.23	228.23	-228.23	0.00 %
<u>001-5-410-4-64322</u>	CONTRACTED SERVICES	8,220.00	8,220.00	750.00	1,200.00	7,020.00	85.40 %
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	20,000.00	20,000.00	1,503.50	2,124.78	17,875.22	89.38 %
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIP	58,000.00	58,000.00	8,827.55	12,436.99	45,563.01	78.56 %
	Expense Total:	424,515.00	424,515.00	44,488.51	73,304.79	351,210.21	82.73 %
	Fund: 001 - GENERAL FUND Total:	424,515.00	424,515.00	44,488.51	73,304.79	351,210.21	82.73 %
Fund: 002 - LIBRARY TRUST FUND							
Expense							
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	30,000.00	30,000.00	336.87	430.24	29,569.76	98.57 %
	Expense Total:	30,000.00	30,000.00	336.87	430.24	29,569.76	98.57 %
	Fund: 002 - LIBRARY TRUST FUND Total:	30,000.00	30,000.00	336.87	430.24	29,569.76	98.57 %
	Report Total:	454,515.00	454,515.00	44,825.38	73,735.03	380,779.97	83.78 %

James Kennedy Public Library FY19 Operating Budget							
	FY19	FY17 Expense thru Aug 17	August ' 17	Total FY18	Budget Projection thru August 2018	Amount Over/Under	Over/Under Budget
ESTIMATED REVENUES:							
Dubuque County Library Agency	5,000.00	0.00	0.00	5,940.16			
Fees from copier, R/P, etc.	5,000.00	1,028.53	334.87	5,213.12			
Open Access	12,400.00	0.00	0.00	12,327.99			
Access Plus / ILL	600.00	0.00	0.00	560.25			
Direct State Aid	1,800.00	0.00	0.00	1,883.95			
TOTAL:	24,800.00	1,028.53	334.87	25,925.47			
		1,028.53		25,925.47			
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES							
		Spent to date		Spent to date			
Wages	228,856.00	33,094.86	16,474.18	215,673.67	35,117.67	3,084	1.09
FICA	14,189.00	1,979.53	985.21	13,181.79	2,130.78	707	1.33
Medicare	3,318.00	462.98	230.42	2,796.01	549.41	-549	0.00
IPERS	21,604.00	2,955.40	1,471.14	19,260.00	3,315.08	291	1.09
SUI	184.00	50.67	0.00	186.54	49.98	-23	0.54
Group Insurance	35,700.00	6,458.44	3,229.22	38,043.88	6,060.54	116	1.02
Meetings and training	2,500.00	266.42	0.00	2,768.32	240.60	-241	0.00
Dues and memberships	900.00	0.00	0.00	662.00	Zero	0	Nothing
TOTAL:	307,251.00	45,268.30	22,390.17	292,572.21	47,539.48	3,325	1.07
		45,268.30		292,572.21			
CONTRACTUAL SERVICES:							
Utilities (telephone)	2,200.00	183.25	183.25	3,422.31	117.80	281	3.38
Electricity	14,000.00	2,405.75	1,406.39	11,592.84	2,905.28	-238	0.92
Gas / Heat	2,200.00	80.04	38.40	2,318.81	75.94	5	1.06
Insurance (bldg)	7,344.00	0.00	0.00	4,592.00	Zero	0	Nothing
Legal Fees	0.00	0.00	0.00	0.00	Zero	0	Nothing
Custodial services	8,000.00	1,050.00	600.00	7,650.00	1,098.04	102	1.09
Window cleaning	220.00	0.00	0.00	220.00	Zero	0	Nothing
Service / Maintenance Contracts	5,300.00	285.04	103.06	5,729.79	263.66	265	2.00
TOTAL:	39,264.00	4,004.08	2,331.10	35,525.75	4,425.42	449	1.10
		4,004.08		35,525.75			
SUPPLIES:							
General library supplies	10,000.00	1,440.58	1,180.04	11,713.74	1,229.82	679	1.55
Program fees & supplies	2,500.00	184.64	37.75	2,180.32	211.71	-71	0.66
Marketing & advertising	1,500.00	0.00	0.00	1,104.89	Zero	0	Nothing
Maintenance and Repairs	6,000.00	0.00	0.00	4,323.47	Zero	0	Nothing
TOTAL	20,000.00	1,625.22	1,217.79	19,322.42	1,682.21	3,446	3.05
		1,625.22		19,322.42			
BOOKS AND MATERIALS							
Adult fiction	8,000.00	915.99	895.99	9,467.50	774.01	777	2.00
Adult nonfiction	5,000.00	454.96	454.96	5,591.58	406.83	157	1.39
YA fiction	1,800.00	135.30	135.30	2,203.95	110.50	209	2.89
YA nonfiction	800.00	0.00	0.00	444.44			
Juvenile fiction	7,100.00	59.42	59.42	7,779.56	54.23	288	6.32
Juvenile nonfiction	3,300.00	334.43	334.43	3,632.19	303.84	1,292	5.25
Large Print	4,000.00	0.00	0.00	2,274.44	Zero	0	Nothing
Electronic media (ebooks, etc.)	5,000.00	1,871.02	1,871.02	4,634.41	2,018.62	-557	0.72
Reference & electronic database	5,000.00	5,051.00	2,376.00	5,211.00	4,846.48	-115	0.98
Periodicals and newspapers	4,000.00	750.58	554.93	3,832.19	783.45	-233	0.70
Audiobooks (CD, playaway)	3,700.00	519.60	519.60	3,966.62	484.67	-250	0.48
Software & Gaming	2,000.00	115.86	115.86	1,581.62	146.51	-62	0.57
DVDs	6,500.00	1,121.23	1,096.29	6,648.64	1,096.16	-516	0.53
ALSS	1,800.00	0.00	0.00	0.00	Zero	0	Nothing
TOTAL:	58,000.00	11,329.39	8,413.80	57,268.14	11,474.17	963	1.08
		11,329.39		57,268.14			
TOTAL EXPENDITURES:	424,515.00	62,226.99	34,352.86	404,688.52	65,275.61	8,029	1.12
TOTAL REVENUES:	24,800.00	1,028.53	334.87	25,925.47	983.88	-18	0.98
ACTUAL ASKING	399,715.00	61,198.46	34,017.99	378,763.05	64,583.76	7,756	1.12



P.O. Box 938 • Dubuque, IA 52004-0938
563.582.1841 • www.americantrust.com

Statement of Account

I-1

Last statement: July 31, 2018
This statement: August 31, 2018
Total days in statement period: 31

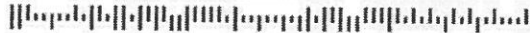
005951-435-6 Page 1 of 1

Direct inquiries to:
Customer Service Department
563-589-0800

American Trust And Savings Bank
PO Box 938
Dubuque Iowa 52004-0938



890 1 AV 0.378
P890**T3*****AUTO**SCH 5-DIGIT 52030
CITY OF DYERSVILLE
JAMES KENNEDY PUBLIC LIBRARY TRUST
340 1ST AVE E
DYERSVILLE IA 52040-1203



9/7/18
WZ

BANK RIGHT FROM THE OFFICE AND SAVE YOUR BUSINESS TIME AND MONEY WITH AMERICAN TRUST'S ENHANCED BUSINESS ONLINE BANKING. CONTACT YOUR BUSINESS BANKING PROFESSIONAL FOR MORE INFORMATION.

Summary of Account Balance

Account	Number	Ending Balance
Money Market Account	005951-435-6	\$40,451.87

Money Market Account

Account number
005951-435-6

Beginning balance	\$40,438.13		
Low balance	\$40,438.13		
Avg collected balance	\$40,438		
Interest paid year to date	\$107.57		
Total additions	\$13.74	Total subtractions	\$-0.00

Effective dates	Interest Rate
07-31-18	0.400%

Date	Description	Additions	Subtractions
08-31	#Interest	13.74	

Daily balances

Date	Amount	Date	Amount
07-31	40,438.13	08-31	40,451.87





www.bankfidelity.com

Anamosa 319-462-6031	Cascade 563-852-3245	Dyersville 563-875-7157	La Motte 563-773-2255	Monticello 319-465-7010	Platteville, WI 608-348-5501
Asbury Asbury Road 563-587-2450	Dubuque Cedar Cross 563-556-7700	East Dubuque, IL 815-747-3173	Luxemburg 563-853-2245	Oelwein 319-283-2524	Postville 563-864-7615
Bellevue 563-872-5515	Dubuque Asbury Road 563-557-2300	Epworth 563-876-9090	Maquoketa 563-652-6660	Peosta 563-556-3002	Worthington 563-855-2415

I-2

2 *****EXCLUDE-HOLD
5057 0.6401 EX 0.000 16 3 21

CITY OF DYERSVILLE
J KENNEDY PUBLIC LIBRARY TRUST
HOLD AT DYERSVILLE

KEEP UP WITH YOUR BANKING AT HOME, SCHOOL AND AWAY.
WE GO WITH YOU!

ENROLL FOR ONLINE AND MOBILE BANKING TODAY!

PRIMARY ACCT: 01 617571 STATEMENT PERIOD: 08/01/2018 - 08/31/2018

MONEY MARKET ACCOUNT 617571

-- DEPOSITS AND MISCELLANEOUS TRANSACTIONS --

DEPOSIT		1,656.35+	08/07
DEPOSIT		197.06+	08/21
WEB TRANSFER DEBIT	336.87-		08/22
INTERNET BANKING TRANSFER FROM *571 TO *358 ON 08/22 AT 09:14			
INTEREST PAID		.73+	08/31
YEAR-TO-DATE INTEREST PAID			5.43
AVERAGE COLLECTED BALANCE			17,215.66

-- CHECKS --

NUMBER.....AMOUNT...DATE NUMBER.....AMOUNT...DATE NUMBER.....AMOUNT...DATE

-- BALANCE INFORMATION --

DATE.....BALANCE	DATE.....BALANCE	DATE.....BALANCE
07/31 15,968.15	08/21 17,821.56	08/31 17,485.42
08/07 17,624.50	08/22 17,484.69	

SUMMARY:

ACCOUNT	PREVIOUS	TOTAL	TOTAL	SERVICE	ENDING
.....NUMBER.....	..BALANCE..	DEBITS.....CREDITS....	..CHARGES..	..BALANCE..
DDA 617571	15,968.15	1 336.87	3 1,854.14	.00	17,485.42

J

TRUST ACCOUNT REPORT for August 2018

American Trust - balance on hand July 1, 2018			\$ 40,424.39
July 31, 2018	\$ 13.74		\$ 40,438.13
August 31, 2018	\$ 13.74		\$ 40,451.87 I-1

Fidelity Bank and Trust

Balances July 31, 2018		\$ 29,906.63	\$ 15,968.15
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Deposits

August 7, 2018			
Coloring books	\$ 20.00		
Friends / Childrens SRP donations	\$ 63.70		
Marv Tauke Memorial	\$ 1,500.00		
ALSS Materials fee (coasters)	\$ 5.00		
TACKL - pieing Paul fundraiser	\$ 56.00		
Hoffman Room / Movies / Soda donation	\$ 0.50		
Conscience box donations	\$ 0.65		
Friends booksale / donation	\$ 10.50	\$ 1,656.35	

August 21, 2018			
LML - Spahn and Rose donation	\$ 25.00		
TACKL - DTFN fundraiser	\$ 105.00		
Hoffman Room / Movies / Soda donation	\$ 1.00		
History books	\$ 20.00		
Conscience box donations	\$ 6.31		
Friends booksale / donation	\$ 39.75	\$ 197.06	

August 31, 2018			
Interest	\$ 0.73	\$ 0.73	\$ 1,854.14

Debits:

August 22, 2018			
SRP expense (pie the librarian event)	\$ 4.18		
Refreshments (Friends)	\$ 113.28		
SRP program supplies (Friends partially funded)	\$ 116.60		
Rardin memorial	\$ 17.99		
Adopt-a-book	\$ 84.82	\$ 336.87	\$ 336.87

Balances August 31, 2018			\$ 29,569.76	\$ 17,485.42
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I-2

K

Trust Account Income & Expenditure Report FY19

		in account	New Deposits					
Amount in American Trust		\$40,424.39						
Amount in Fidelity		\$15,950.74						
INCOME: (as of July 1, 2018)								
DONATIONS:								
Previous Fundraisers		\$11,290.61						
Coloring books	Aug-18		\$20.00					
LML - 2018	Aug-18		\$25.00					
Previous Raffles		\$2,662.11						
Miscellaneous Donations Total Remaining								
Creation Station Programming								
Coasters	Aug-18		\$5.00					
Lion's Club - LP	Previous	\$12.24						
Conscience Box	Previous	\$1,451.80						
	Aug-18		\$6.96					
History Book	Previous	\$1,134.74						
	Aug-18		\$20.00					
Meeting Room Donations	Previous	\$399.71						
Movies / Soda donations	Aug-18		\$1.50					
Adopt-a-book donation	Previous	\$531.80						
				Jul-18	Adopt - Audio	51.37		
				Aug-18	Adopt - books	84.82		
Friends - bksale	Previous	\$419.12						
	Aug-18		\$50.25	Aug-18	Refreshments	\$113.28		
Summer Reading Program	Previous	\$151.83						
Friends donation	Aug-18		\$63.70	Aug-18	SRP expenses	\$120.78		
TACKL	Previous	\$662.71						
Pieing Paul	Aug-18		\$56.00					
DTFN	Aug-18		\$105.00					
Bequests & Specified donations - Total Remaining								
Memorials or In Honor of								
Billie B. Rardin	FY18	\$354.36		Aug-18	Books	\$17.99		
Marv Tauke	Aug-18		\$1,500.00					
Memorials or "In Honor Of" - Total Remaining								
GRANTS:								
1000 Books (DRA & Friends)		\$231.85						
INTEREST DEPOSITS								
remaining from previous years		\$3,607.62						
	Aug-18		\$0.73					
Unspecified from previous		\$747.98		Jul-18	FB ads	\$42.00		
TOTAL DEPOSITS			\$1,964.92		TOTAL EXPENDITURES:	\$430.24	Balance	\$17,485.42

Memorials and Donations August 2018

2

From: **Coloring Book Fundraiser**
Donation: \$20.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Friends of the JKPL**
Donation: \$63.70
Fund: Library Trust Account
Restrictions: SRP activities

From: **TACKL Fundraiser - DTFN**
Donation: \$105.00
Fund: Library Trust Account
Restrictions: Fundraiser for TACKL / Teen activities

From: **Marv Tauke Memorial**
Donation: \$1,500.00
Fund: Library Trust Account
Restrictions: Materials that Marv would read / use

From: **Spahn & Rose**
Donation: \$25.00
Fund: Library Trust Account
Restrictions: Love My Library Fundraiser

From: **TACKL Fundraiser - Pie**
Donation: \$56.00
Fund: Library Trust Account
Restrictions: Fundraiser for TACKL / Teen activities

M

James Kennedy Public Library Monthly Program Report
Report for the Month of August 2018

Story Time Sessions: Not Held in August

Wee Read Sessions: Not Held in August

Out-Reads (Bi-Monthly Story Times to Daycares): Not held in summer

Branching Out (Tuesdays or Wednesdays at 11:00 am)

August 8, 14, 22 & 28, 2018

Time for preparation & performance – 6 hrs (pd)

Supplies: Posters & library information; Materials to check out

Total attendance - 76

Program at Ellen Kennedy Center – (Typically first Friday of each month) – *How to do Sudoku*

August 17, 2018

Time for preparation & performance – 3 hrs (pd)

Supplies: PowerPoint presentation

Total attendance – 5

Program at Oakcrest Manor (Typically Third Friday of each month) – Not held in August

Sit 'n' Stitch (Wednesdays of each month)

August 1, 8, 15, 22, & 28, 2018

Time for preparation & performance – 1.25 hrs (pd) 10 hrs (vol)

Supplies: Refreshments provided by participants

Total attendance – 71

Books for Lunch Book Club (First Monday of each month) – *Station Eleven*

August 6, 2018

Time for preparation & performance – .5 hr (pd) 1 hr (vol)

Supplies: Posters, PSA, refreshments
ILL copies of the book

Total attendance – 9

Dungeons & Dragons Club (1st Tuesday of each Month)

August 7, 2018

Time for preparation & performance – .5 hrs (pd) 2 hrs (vol)

Supplies: Snacks & beverages
Brian Menke donated his time and talent to DM

Total attendance – 5

A Novel Approach to Faith Book Club

August 14, 2018

Time for preparation & performance – 2.75 hrs (pd)

Supplies: Posters, PSA, ILL copies of the books
Refreshments provided by participants or the Friends

Total attendance – 8

Bookeaters Tween Book Club – (3rd Thursday of each Month)

August 16, 2018

Time for preparation & performance – .5 hrs (pd) 1 hr (vol)

Supplies: Posters, PSA, Refreshments, ILL copies of the books
Shannon Russell donated her time to facilitate this program

Total attendance – 9

Get Puzzled @ Your Library

August 2018

Time for preparation & performance - .5 hrs (pd)

Supplies: Puzzle

Total attendance – 28

JKPL Writing Group (3rd Monday of each Month)

August 20, 2018

Time for preparation & performance – 1.5 hrs (pd)

Supplies: Refreshments & handouts

Total attendance - 3

Lifelong Learner's Creativity Group (2nd Monday of each month) – Creative Journaling with Carol Hedberg
August 10, 2018 Total attendance – 10
Time for preparation & performance – .25 hr (pd) 2 hrs (vol)
Supplies: Posters, PSA, Refreshments, \$25.00 stipend for presenter
Mary Kenyon donated her time to plan and facilitate;
Carol Hedberg presented - \$25.00 fee

Coffee and Creating (third Friday of each month)
August 17, 2018 Total attendance – 1
Time for preparation & performance – .25 hr (pd)
Supplies: Posters, PSA, Refreshments, Coloring and crafting supplies

Game Night (4th Friday of each Month)
August 24, 2018 Total attendance – 15
Time for preparation & performance – 3.5 hrs (pd)
Supplies: Posters & PSA, refreshments & games

Final Friday Tech - Libby (Last Friday of each Month)
August 31, 2018 Total attendance – 2
Time for preparation & performance – 1 hrs (pd)
Supplies: Posters & PSA,

Building Creativity one Block at a Time (LEGO® program) (monthly, date and time varies)
August 3, 2018 Total attendance – 9
Time for preparation & performance – 2.5 hrs (pd)
Supplies: Posters, PSA, Refreshments, sponsored by DuTrac

Movies @ Your Library – showing of *Camp Rock*
August 11, 2018 Total attendance – 0
Time for preparation & performance – .5 hrs (pd)
Supplies: Posters, PSA,

Movies @ Your Library (Books for Lunch) – showing of *Burlesque*
August 20, 2018 Total attendance – 3
Time for preparation & performance – .75 hrs (pd)
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF

Movies @ Your Library– showing of *Show Dogs*
August 25, 2018 Total attendance – 2
Time for preparation & performance – 1 hr (pd)
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF

Movies @ Your Library– showing of *High Fidelity*
August 28, 2018 Total attendance – 1
Time for preparation & performance – .5 hr (pd)
Supplies: Posters, PSA, snacks

Robots, Circuits & Games (at Farmer's Market)
August 2, 2018 Total attendance – 12
Time for preparation & performance – 1 hrs (pd)
Supplies: Items from ALSS and board games

Pop-Up at the Farmer's Market
August 2, 2018 Total attendance – 32
Time for preparation & performance – 2.5 hrs (pd)
Supplies: Materials to check out, display of event posters, etc.

Pie the Librarian (Teen SRP)
August 2, 2018 Total attendance – 17
Time for preparation & performance – .75 hrs (pd)
Supplies: Posters, PSA, whipped cream and pie tin

If Buildings Could Talk		
August 2, 3 & 4, 2018	(3 sessions)	Total attendance – 84
	Time for preparation & performance – 2.5 hrs (pd) 100 hrs (vol)	
Supplies:	Posters & PSA, refreshments	
	Judy Weber & her staff (Dyersville Historical Society), Brian and Jane Menke donated time to make and present this PowerPoint presentation on the history of downtown Dyersville	
Music Break In Box (Adult SRP)		
August 4, 2018		Total attendance – 7
	Time for preparation & performance – 2.5 hrs (pd)	
Supplies:	Posters & PSA,	
Strings Attached Performance & Q & A (Adult SRP)		
August 6, 2018		Total attendance - 45
	Time for preparation & performance – 1 hr (pd) 12 hrs (vol)	
Supplies:	Posters, PSA, Refreshments	
	Strings Attached (4 members) donated their time and talent to this performance	
Kid Project Visit – Showing of <i>Paddington 2</i>		
August 7, 2018		Total attendance - 25
	Time for preparation & performance – 1.5 hr (pd)	
Supplies:	Popcorn	
Coding, Minecraft and Lego EV3 Robots (ALSS)		
August 10, 2018		Total attendance – 14
	Time for preparation & performance – 6.5 hr (pd)	
Supplies:	Posters & PSA	
	ISU Extension partnership; \$75.00 fee for daycamp	
Nerf War		
August 11, 2018		Total attendance – 17
	Time for preparation & performance – 5 hrs	
Supplies:	Posters, PSA, nerf darts, & refreshments	
Messy Art at the Park (at Farmer's Market): Swing Painting		
August 16, 2018		Total attendance – 16
	Time for preparation & performance – 2.5 hrs (pd) .5 hrs (vol)	
Supplies:	Posters and PSA; cardboard, paint, brushes, coffee containers, wet wipes, paint	
Pop-Up at the Farmer's Market		
August 16, 2018		Total attendance – 38
	Time for preparation & performance – 2 hrs (pd)	
Supplies:	Materials to check out, display of event posters, etc.	
Willy Wonka Interactive Movie		
August 17, 2018		Total attendance – 19
	Time for preparation & performance – 6.5 hrs (pd) .5 hrs (vol)	
Supplies:	Posters and PSA; Bubbles, pool noodles, balloons, themed snacks	
	Paperback copy of the book for prize	
Lunch at the Library		
August 1-17, 2018	(13 sessions)	Total attendance – 1338
	Time for preparation & performance – 19.5 hrs (pd) 25 hrs vol	
Supplies:	USDA grant; WD partnership	
	TACKL volunteers assist	
Paint by Sticker (ALSS)		
August 18, 2018		Total attendance – 2
	Time for preparation & performance – 1.5 hrs	
Supplies:	Posters & PSA.	
	Paint by Sticker books (will use for another program)	

<p>Create with Cricut (ALSS / Adult SRP) August 21, 2018 Time for preparation & performance – .5 hrs (pd) 4 hrs vol Supplies: Posters & PSA. Cricut machine, vinyl, flawed glasses Lisa Christopher donated her time and talent for this program</p>	<p>Total attendance – 7</p>
<p>Back to School Celebration for Mom and Dad August 23, 2018 Time for preparation & performance – 1.5 hr (pd) Supplies: Posters and PSA; Donuts, juice, coffee, paper products</p>	<p>Total attendance – 26</p>
<p>Pop-Up at the Downtown Dyersville Market August 25, 2018 Time for preparation & performance – 3 hrs (pd) Supplies: Materials to check out, display of event posters, etc.; handed out bookmarks</p>	<p>Total attendance – 32</p>
<p>Are You Related To ... August 27, 2018 Time for preparation & performance – 4.5 hrs (pd) Supplies: Posters, PSA, Refreshments, PowerPoint presentation</p>	<p>Total attendance - 8</p>
<p>Libraries Rock Mini Summer Book Club (Adult / Teen SRP) August 28, 2018 Time for preparation & performance – 1 hrs (pd) Supplies: Posters, PSA; refreshments, ILL copies of the book</p>	<p>Total attendance – 2</p>
<p>Genealogy Drop In Hours August 3, 10, 17, 24, & 31, 2018 Time for preparation & performance – 6.5 hrs (pd) Supplies: Posters, PSA, Laptops, Genealogy resources</p>	<p>Total attendance – 18</p>
<p>Kobolds Ate My Baby (gaming) August 31, 2018 Time for preparation & performance – 2.5 hrs (pd) Supplies: Posters, PSA; Refreshments</p>	<p>Total attendance – 6</p>

Upcoming Events - October 2018 and Beyond

October: Chair-ity Fundraiser Continues! It isn't too late to showcase your special talents or put your creativity to work at this library fundraising event! Pick up a wooden chair from the library, paint or otherwise decorate it any way you like, and return it to the library by October 14. If you have a wooden chair or other wooden item you would like to decorate and donate - they would be very welcome! Donations will be displayed in the library and a silent auction will be held October 15 to November 11. All proceeds will be used to improve the library's services and collections.

October 1 - October 31: Get Puzzled @ Your Library. Do you enjoy relaxing while putting together a jigsaw puzzle? Would you like to get out of the house and share the fun (and frustration) with someone else? Stop in the library this month to help us put together a new jigsaw puzzle: *The Quilting Bee*. The puzzle will be located on the table under the skylight and everyone is welcome to add a piece or two or more! To add to the fun, everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle!

Monday, October 1: Books for Lunch Book Discussion @ 12:00 noon. This group gathers on the first Monday of each month. This month the group will discuss the book *Eleanor Oliphant is Completely Fine* by Gail Honeyman. Bring your lunch, if you wish. Dessert and beverages are provided by the participants or the Friends of the Library. New members are welcome to join at any time! Copies of the book are available to borrow from the library. You don't want to read Rosemary's Baby by Ira Levin?

Monday, October 1: Lifelong Learners Creativity Group @ 6:30 pm. Join us for this bi-monthly group for imaginative people who can learn from, and feed off each other's creativity. This group meets on the 1st Monday of every other month. Pertinent handouts, opportunities for sharing, and demonstrations of various crafty and artistic endeavors of members will be included, along with future plans to showcase art, music, or writing of members. Open to ages 17 and up. Registration requested but walk-ins welcome if space allows. This month Margie Meehan of Tipperary Fiber n Art Studio in Hopkinton will discuss her art and guide participants in a simple fiber art project.

Tuesday, October 2: Dungeons and Dragons Players Club @ 6:00 pm. Join us for this monthly gaming event for D and D players! This group meets the first Tuesday of every month at 6:00 pm. The Library has materials available but feel free to bring your own. All ages and skill levels welcome. New players are welcome at any time.

Wednesdays October 3, 10, 17, 24 & 31: Sit and Stitch from 1:00-3:00 pm. Join other crafters at this weekly gathering to share crafting and conversation. Gatherings are every Wednesday and new members are welcome to join at any time! Bring your hobby or craft and come for lots of laughs, food, great company and experienced help!

Thursday, October 4: Historic Route 20 @ 6:30 pm. Join author Bryan Farr as he details the history of America's longest Highway, US Route 20, which runs from Massachusetts to Oregon. The road that would become US Highway 20 had its beginning as a Native American path in the Boston area. Then it became a postal road and eventually developed to accommodate westward expansion and the rise of travel by automobile. Author Farr and his non-profit organization are presently seeking to identify the original 1926 alignment of Highway 20

across Iowa as a "State Historic Trail/Byway". Come explore the history and take a journey on the longest highway in America, US Route 20!

Saturday, October 6: Frankentoy @ your library @ 10:00 am. Join us in our active learning space as we stitch, glue and connect broken toys into new creations! The library will provide the broken toys for you to frankenstein together, but feel free to bring any from home. Intended for ages 10 and up, but participants under the age of 10 may attend if they have an adult with them.

Saturday, October 6: Family Movies @ Your Library presents "Frankenweenie" @ 2:00 pm. Rated PG. (90 min.)

October 7-13th Teen Read Week: – "It's Written in the Stars: READ" – is meant to inspire teens to think and read outside the box, as well as explore out-of-this-world genres like fantasy and science fiction. Programming to be announced.

Monday, October 8: Halloween Movies @ Your Library presents "Winchester" @ 6:30 pm. An heiress believes she's being haunted so she builds a massive house to trap the spirits and protect her family. Rated PG-13. (99 min.)

Tuesday, October 9: Inspirational Fiction: A Novel Approach to Faith book discussion series @ 7:00 pm. Join us the second Tuesday of every month at 7:00 pm for this book discussion series featuring a variety of books that weave religious faith into the characters and storylines. New members welcome at any time. For this meeting we will read and discuss *In The Shadow of Denali* by Tracie Peterson. Copies of each book are available to borrow from the library.

Friday, October 12: Horror Movie Marathon @ 7:00 pm. Come join us for our yearly double creature feature! In *A Quiet Place*, humanity has come under attack by aliens that are blind but possess incredible hearing. To survive, a family must live in absolute silence (PG-13). In *Annabelle Creation*, an orphanage is forced to relocate to a farm where one girl accidentally releases an evil force that begins to possess her (Rated R). This program is intended for ages 13 and older, however, younger participants are welcome if they have an adult accompany them. ***community poster***

Saturday, October 13: The Devil Has My Consent - The Salem Witch Trials @ 11:00 am. In 1692 more than 200 people were accused of witchcraft in Salem, Massachusetts and 20 were executed. What happened to create such hysteria? Discover the real story behind the Salem Witch Trials with historian Kathy Wilson. This program is geared for adults and older teens as content is not appropriate for young teens or children. Sponsored by the Friends of the James Kennedy Public Library.

Saturday, October 13: Building Creativity One Block at a Time: a LEGO® program from 2:00 pm to 4:00 pm. This month's theme is "Ghost Pranks". This program is for all ages but children under 7 must be accompanied by an adult or older partner. This LEGO® program is part of a monthly LEGO® building block program at the library sponsored by DuTrac Community Credit Union. Each month there is a theme to help inspire creativity. Photos of the creations are displayed in the children's area of the library and the actual creations are displayed at

DuTrac for two weeks after each program. All children who participate have their name entered into a quarterly drawing for a special LEGO® related prize provided by DuTrac. Refreshments provided.

Monday, October 15: Books for Lunch Movie presentation @ 12:00 noon. Title to be announced.

Monday, October 15: JKPL Writing Group @ 6:30 pm. This monthly writing group is for writers of all types whether it be poetry, memoir, fiction, or nonfiction. Meetings will allow time for members to read their work to the group. Feedback will be given, if desired. Optional writing exercises and writing prompts will be shared.

Tuesday, October 16: Craft Club for Adults @ 6:30 pm. Join us at this new craft club for adults. Details to be determined.

Thursday, October 18: The BookEaters Book Club @ 6:30 pm. This reading discussion group is for kids ages 9-12 and meets the third Thursday of each month. For this meeting the group will discuss Holes by Louis Sachar. Copies of each book are available to borrow from the library. Registration requested. Snacks provided.

Friday, October 19: Coffee and Creating @ Your Library from 9:30 to 11:30 am. Come relax and relieve stress by coloring or creating simple crafts in the library's Active Learning Smart Space on the third Friday of each month. Coloring, crafting, creating, chatting and enjoying coffee or other morning beverages are all part of the fun. The library provides coloring sheets, colored pencils, gel pens, markers, and miscellaneous craft supplies, along with coffee and the makings for other hot beverages. Light refreshments may also be provided. Join us this month for Halloween and Fall focused drop in crafting and coloring. No registration needed. Participants are welcome to come and go as time allows. This program is open to adults 18 and older.

Saturday, October 20: Nerf War @ Your Library from 6:00-8:00 pm. Bring your Nerf gun and ammo and head to the library for this bi-monthly Nerf War! Participants must be 13 or older and anyone under 18 must have a signed parental waiver. Registration requested as 10 people are required to hold the program and a max of 20 is allowed. Walk-ins welcome, if space allows. Participants must provide their own Nerf guns and ammo but no modifications to darts or guns to increase range or hitting power will be allowed.

Sunday, October 21: Evaluating News: Good, Bad, or Totally Fake? @ 2:00 pm. In a world of 24-hour news cycles, social media, and an internet that is unmonitored, it can be hard to know if the information and news we read and hear is legitimate or not. Join us at this session where you'll learn how to evaluate the information you read and hear so you can know if it is true, false, or biased. Participants will also learn how to use fact checking websites to verify information. Handouts will be provided. This program is geared for adults but teens are welcome.

Sunday, October 21: Chair-ity Donor Reception from 2:00-4:00 pm. Everyone is invited to this reception to recognize those who have donated chairs or other wooden objects to the Chair-ity Fundraiser. Come view the chairs, meet some of the crafters, and enjoy refreshments. Voting for the chairs will start today and run through November 4 with the ribbons being on display with the winning wreaths from November 5-11. The silent auction ends on Sunday, November 11 at 3:00 pm promptly.

Monday, October 22: Demons and Exorcism: A Catholic Perspective @ 6:30 pm. Want to learn about the Catholic Church's teachings on demons and exorcism? Join us for a presentation by local Catholic author,

speaker, and theology teacher at Beckman Catholic High School, Anthony Digmann. Topics include: what are demons, where do they come from, and what do they want; the levels of demonic activity and how to deal with them; what is demonic possession and the Rite of Exorcism; what activities open people to demonic activity; and how to be protected from demonic activity. Discover more at www.AnthonyDigmann.com. This program is for adults and older teens.

Thursday, October 25: Let's Talk @ 6:30 pm. Are you interested in socializing with other readers? Do you want to talk about the books you are reading AND not have to read a specific book. Do you like getting ideas for what to read next from other readers? This new book club is for you! Just pick a book on the monthly theme and come to share, talk, and just have fun! For this month come share your **favorite thriller!** Refreshments provided.

Friday, October 26: Final Friday Tech: How To Use The Library Catalog from 3:00—5:00 pm. Final Friday Tech is held on the last Friday of each month. Each month has a featured topic related to computers and technology but guests are welcome to stop in with any technology question and see if library staff can help you find the answer. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one. This month's topic is how to use the library catalog to look for items whether you are inside the library or at home.

Friday, October 26: Game Night @ Your Library @ 6:00 pm. Come meet and make friends with some of your fellow game lovers at our monthly game night at 6:00 pm on the 4th Friday of every month. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! All ages welcome.

Saturday, October 27: Halloween Party @ 10:00 am. To celebrate Halloween, the library will be hosting a costume and craft party for children of all ages. Children's costumes will be judged, treats handed out, and crafts made. After the costume judging, kids will be trick-or-treating at some of the businesses on First Avenue. Children of all ages are encouraged to attend, but children younger than 6 years old should be accompanied by a parent or other adult. Sponsored by Citizens State Bank.

Saturday, October 27: Family Movies @ Your Library presents "Hotel Transylvania 3" @ 2:00 pm. Rated PG. (93 min.)

Sunday, October 28: Police Investigating Ghosts @ 2:00 pm. The Police Investigating Ghosts (PIGS) are a paranormal investigation team from Decorah that investigated the library in May. Now they are back to reveal what they found! Join us as the PIGs talk about their history in this field, some of the tools they use, and some of their past discoveries. This program is geared for adults and older teens as content may not be appropriate for young teens or children. Children under the age of 12 must have a parent present with them to attend.

Wednesday, October 31: Books for Halloween Pop-Up Library from 5:30 to 7:30 pm. The James Kennedy Public Library is partnering with Dyersville Grade Level Reading and the Friends of the JKPL to offer a Books for Halloween event. A pop-up library will be located (to be decided) and kids are invited to Trick or Treat for a book instead of candy. Time, location and details to be finalized.

November is National Novel Writing Month (NaNoWriMo)! NaNoWriMo is a fun, informal approach to creative writing, with participants working towards the goal of writing a 50,000 word novel by 11:59 p.m. on November 30. This year the James Kennedy library is registered as a Come Write In space, where writers can work on their writing - either independently or in a group. Writers are welcome to register on the official NaNoWriMo website but registration is not required. We'll open with a general program about NaNoWriMo, offer scheduled writing times throughout the month, with refreshments provided, and close with an opportunity for participants to read from their work. While the "official" goal is to write a novel, the JKPL wants to encourage writing of all kinds so please consider joining no matter what you enjoy writing.

Thursday, November 1: NaNoWriMo Kick-Off @ 6:00 pm. Jump-start your November writing project with this presentation about NaNoWriMo and opportunity to start writing@! While the goal of the official program is to crank out 50,000 words in one month, participants can also utilize NaNoWriMo as an impetus to jump-start any kind of writing project. All writers welcome. Refreshments provided.

Friday, November 2: Wizard Escape Room from 6:30-8:30 pm. Try to see if you have what it takes to magic your way out of puzzles! The library will be hosting an escape room style challenge that will have you running all over the library to complete challenges before time runs out! Not your turn or need a mental breather after? Enjoy some of our wizarding crafts! Interested participants need to register for a 6:30 pm, 7:00 pm, 7:30 pm, or 8:00 pm session. Registration is required and each session is limited to 5 people.

Saturdays, November 3, 10, 17, & 24: Learn to Draw Your Own Comics and Graphic Novels @ 11:00 am. If you've ever read a comic or graphic novel and thought, "I want to do that!" now's your chance to learn how! Join local artist Hannah Goldsmith for a four part series that will walk you through all of the basics from designing your characters to page layouts. Supplies will be provided but feel free to bring your own drawing materials. For ages 13-18 only. Registration is required and participation is limited to 12.

International Games Week is November 4-11! IGW is an initiative run by volunteers from around the world to reconnect communities through their libraries around the educational, recreational, and social value of all types of games. .

Monday, November 5: NaNoWriMo Come Write In from 5:00 - 8:00 pm. Writers are invited to utilize the Hoffman Room for an open writing session for NaNoWriMo. Bring your headphones, writing utensils, snacks, and whatever else you need for a relaxed writing session shared by other writers. Some writing prompts will be available. Come and go as you please. Refreshments provided.

Friday, November 9: IGW presents Rock Band game night @ 6:30 pm. As part of International Gaming Week, come to the library and rock out! The library will be hosting a Guitar Hero/Rock Band night, where participants can come try to play some of their favorite songs and see who can get the biggest score! Ages 10+. Refreshments provided!

Saturday, November 10: IGW presents Game Afternoon from 1:00 -4:00 pm. As part of International Gaming Week, we invite you to get your game on here at the library! Got a favorite board, card, or handheld video game at home? Bring it along and meet some of your fellow players! All participants will be entered for door prizes donated by Dyersville Comics and games! All ages welcome. Refreshments provided.

Sunday, November 11: Chair-ity Silent Auction Closing Reception from 2:00-4:00 pm. Join us for snacks, beverages, and your last chance to bid on a wreath. All proceeds will be used to improve the library's services and collections. Bidding ends promptly at 3:00 pm.

Monday, November 12 thru Sunday, December 16: Layette Quilt Display and Raffle. The James Kennedy Public Library is partnering with the Dyersville Layette Ladies to share with you the work and talent of the Layette Ladies as well as raise some funds for both organizations. Several quilts made by the group will be on display at the library from November 12 thru December 16. During this time you will be able to purchase raffle tickets to win the quilt of your choice! Cost for raffle tickets are 1 for \$2.00, 3 for \$5.00 or 10 for \$10.00. One winner will be able to select their favorite quilt out of those on display to keep. The winner of the raffle will be drawn on Monday, December 17. Need not be present to win. Proceeds from this fundraiser will be split evenly between the Layette Ladies group and the JKPL.

Friday, November 16: NaNoWriMo Come Write In from 2:00 to 5:00 pm.

Sunday, November 18: Scrapbooking: How to Make Holiday Cards from 2 to 4 pm. Thinking of someone special this Christmas? Come to the library and create three unique Christmas cards that no one else will be sending out! All the materials needed for you to get creative will be provided. This program is limited to ten participants so call the library to sign up soon! Presented by scrapbooker Joyce Meldrem.

Tuesday, November 20: NaNoWriMo Come Write In from 5:00 - 8:00 pm.

Wednesday, November 21: Library closing at 5:00 pm; Thursday, November 22: Library closed for Thanksgiving

Saturday, November 25: Small Business Saturday: Game On from 10:00 am to 1:00 pm. Looking for something for your children to do while you shop during Small Business Saturday? Bring them to the library to enjoy board, card, or console games! Members of TACKL (The Library's Teen Advisory Group) will be at the library to play games or just hang out with your kids. No registration is required but children must have completed Kindergarten or be accompanied by an older teen who will be responsible for them. Refreshments will be provided.

Date / Time to be decided ...: NaNoWriMo Finale. NaNoWriMo participants are invited to read from their work in progress at this closing celebration of November's month-long writing challenge. Open to the public. To register for an open mic reading, please contact the library. Refreshments served.

Saturday, December 1: A Visit with Santa & Mrs. Claus from 10:00 am - 1:00 pm. Santa and Mrs. Claus will be visiting the library from 10:00 am to 1:00 pm on Saturday, December 1. Children of all ages are welcome to come and talk to Santa. Don't forget to bring your cameras! There will be a few simple crafts to make while you wait.

Saturday, December 1: Cookie Walk Fundraiser from 10:00 am - 1:00 pm. Craving some special holiday treats but don't have the time to bake for yourself? Come to the library for our annual Christmas Cookie Walk Fundraiser. Fill a plate of sweet treats (about a dozen items) from a variety of baked goods provided by friends,

volunteers, board members, and staff of the library. Plates are \$6.00 for one or \$10.00 for two. Volunteers will be on hand to wrap your tray before you leave. Sponsored by the Fundraising Committee of the JKPL.

Sunday, December 2: Old Fashioned Christmas @ 1:30 pm. The entire family is invited for an afternoon of live music, traditional Christmas carols, cookies, and spiced cider at the Dyer-Botsford House in Dyersville. Santa & Mrs. Claus will make a special appearance, and several prizes will be given out in a drawing. All ages welcome, but children under the age of 10 must be accompanied by an adult. This

Saturday, December 15: Tween Ultimate Slime Party @ 10:00 am. Kids ages 9-12 are invited to the Library for an Ultimate Slime Party! Make a basic slime recipe at the Slime Base Table, then make it ultimate with colors, scents, add-ins (fake snow? glitter? beads? shaving cream?) at the Add-In Table. But this is an Ultimate Slime Party, so there is more! Submit your slime to the Slime Contest Table (prizes for the winners!), the Decorate Your Slime Container Table, the Play With Your Slime Table, and the Oobleck Table. Space is limited to 30 participants. First come, first served.

Monday, December 24 & Tuesday, December 25: Library closed for Christmas.

Friday, December 28: It's Electric Daycamp from 9:30 am to 4:00 pm. Kids in 3rd-5th grade are invited to come learn about electrical circuits and sculpting materials. Explore a variety of materials that alter light and mimic light patterns to design a replica of the Northern Lights. Then test your engineering skills to program your own circuit using Makey Makey, a simple circuit. Kids will stay all day and should bring a sack lunch and beverage. Registration is required. There is a maximum of 20 attendees and a minimum of 10 must be registered by ??? for this program to be held. This program is made possible by a partnership with the ISU Extension and Outreach, Dubuque County.

Junior Duck Stamp exhibit coming January 2019

Creation Station How-To Festival January or February. Dates, times and details to be determined.

Tuesday, January 1: Library closed for New Year's Holiday

Tuesday, January 2: Warm-Up @ Your Library Winter Reading Challenge Begins. Details to be determined. The winter library program will run from January 2 thru February 28.

Tuesday, January 2 thru Wednesday, January 31: Quilting Bee with the Dyersville Layette Ladies. The Layette Ladies will be quilting in the library this January to demonstrate quilting and encourage others to lend a hand. A quilting rack will be set up under the library skylight and ladies from the Layette Group will be present to quilt weekday afternoons from 12:00 noon to 5:00 pm and Sundays 1:00 to 4:00 pm. Members of the community are encouraged to stop in and observe, ask questions and help with the quilting. (Beginners will be able to try quilting on a piece of fabric in a hoop). The quilt will only be available when the quilters are working on it. Once completed the quilt(s) will be auctioned off to raise money for the Dyersville Relay For Life or other local organizations.

Thursday, January 10 OR January 24: Soup Supper Fundraiser from 5:00 to 8:00 pm. Warm up this winter at the JKPL annual Soup Supper! Join us for soup (chili or chicken noodle), crackers, bread and beverages starting

at 5:00 pm until we run out! The soup is made and served by the JKPL Library Board and Fundraising Committee members. Price is \$5.00 per person with soup refills for \$1.00 each. Carry outs available. Proceeds from the fundraiser will be used to support the library's collections. Date and pricing to be confirmed by Fundraising Committee.

Thursday, January 10 OR January 24 - February 28: Love My Library Giving Tree Fundraiser Begins! Do you "Love Your Library"? Then consider supporting this annual fundraising activity that will improve the collection and services the library is able to offer. Library staff have identified things (books and materials, furnishings, equipment, programs, etc.) that they believe would improve the library. Some of these items are displayed on the bulletin board in the entry to the library. The complete list can be viewed at the circulation desk or from the home page of the library's website (www.dyersville.lib.ia.us). Select one or more items and donate the funds needed for purchase, or purchase the items yourself and donate them to the library. Donations will be written on a heart and hung on the library "Giving Tree." Where appropriate the library will attach a tag/book plate acknowledging the donation and you will be the first to check it out. Not finding something you want to "love"? Bring your ideas to a librarian! Details to be determined by Fundraising Committee.

Friday, February 1: Build-A-Basket Fundraiser begins. Join us for the 5th Annual Build-A-Basket Fundraiser. Pick something you love like candles, cooking, or cats and build a basket of items around that theme. Or pick a favorite book and build a basket around that book. Create your basket and donate it to the library. The baskets will then be auctioned off in a silent auction. The library will provide you an empty basket if you need one! Dates and details to be confirmed with Fundraising Committee.

Saturday, February 2: Paint By Stickers @ 11:00 am. Come create a vibrant, full color "painting" with stickers! The library will have a variety of sheets each featuring a different scene. As in paint-by-number, each scene is divided into dozens of spaces, each with a number that corresponds to a particular sticker. Find the sticker, peel it, place it. And then the next, and the next, and the next. For ages 13 and up.

Saturday, February 9: Mystery Dinner Theatre, A Dinner to Die For @ 6:30 pm! The JKPL welcomes back the Die-Laughing Murder Mystery Troupe for this mystery dinner theatre fundraiser. This year's event, *A Dinner to Die For, Murder is served,...Or How the 'Summer of Love' Became the Winter of Discotheques*, is set in 1969 so get out your bell bottoms! Cost is \$50 per person or a table of 8 for \$350. This event will be held at the Dyersville Golf & Country Club with a meal catered by J & D Mart and dessert by First Avenue Bakery. . Seating is limited. Snow date is February 16. Pricing and details to be confirmed with Fundraising Committee, start selling tickets in November?

Committee Assignments - FY2019

Executive:

Angela English, President
Patrick Valant, Vice-President
Mary Jane Meade, Secretary

Personnel:

Barb Heitzman, Chair
Karen Kramer
Lynn Osterhaus

Policy:

Joe Petsche, Chair
Mike Mullis
Sue Engelbrecht

Marketing & Public Relations:

Patrick Valant, Chair
Catherine O'Hea
Dawn Schrandt
pending

Furnishings, Art & Facilities:

Mike Mullis, Chair
Sue Engelbrecht
Barb Heitzman
Betty Anne Scherrman (pending)

Fundraising:

Mary Jane Meade, Chair
Karen Kramer
Catherine O'Hea
Brenda Ingles (pending)

Friends of the JKPL Liaison:

Shirley Vonderhaar

Dubuque County Library Agency

Representative:

Angela English

Finance:

Angela English, Chair
Patrick Valant
Joe Petsche
Mary Radloff

Council Meeting Schedule for Trustees – FY19

City Council Meetings – 1st and 3rd Monday of every month at 6:00 pm

Library Board rep, with Shirley, at the 3rd Monday of every month at 6:00 pm

September 17, 2018 – Angela English

October 15, 2018 – Patrick Valant

November 19, 2018 – Barb Heitzman

December 17, 2018 – Mike Mullis

January 21, 2019 – Joe Petsche

February 18, 2019 – Karen Kramer

March 18, 2019 – Sue Engelbrecht

April 15, 2019 – Catherine O’Hea

May 20, 2019 – Mary Jane Meade

June 17, 2019 – Angela English

July 15, 2019 – Patrick Valant

August 19, 2019 – Barb Heitzman

If you can not make your scheduled time, please contact other trustees to swap dates.

Dyersville Area Community Foundation

An Affiliate of the
COMMUNITY FOUNDATION OF GREATER DUBUQUE

DESIGNATED ENDOW IOWA ENDOWMENT FUND AGREEMENT

James Kennedy Public Library Endowment

THIS AGREEMENT, dated this ___ day of _____ 20__ by _____ (hereinafter referred to as "Donor") to evidence the absolute transfer by the Donor of certain property to the **Community Foundation of Greater Dubuque** (herein after referred to as the "Foundation") for its public, charitable, scientific, literary and educational purposes, in order to establish with such property a Designated Endow Iowa Endowment Fund under the Endow Iowa provisions under Iowa Code Section 15E.301 et.seq.

It is hereby acknowledged that the terms of this fund and its future administration are intended to comply with the terms and conditions of Endow Iowa legislation including but not limited to the provision that the Fund be a permanent endowment, as defined, and that the Fund benefit Iowa charities or Iowa charitable causes, and that it be established in a qualifying Community Foundation as defined.

The Donor retains the privilege of naming the recipient Iowa agency(ies) and/or Iowa charitable program(s) to which distributions from the Fund shall be made. This shall be done in accordance with the provisions set forth below.

1. **NAME OF FUND:** The name of the Fund established with property transferred hereunder (the "Fund") shall be the James Kennedy Public Library Endowment.
2. **INITIAL CONTRIBUTION:** The ultimate purpose of this gift(s) is to create Designated Endow Iowa Endowment with opportunity for the Donor or anyone else to make future contributions to the Fund at any time. The Donor hereby gives, assigns, and transfers to the Foundation, a charitable organization described in sections 501(c)(3) and 509(a)(1) of the Internal Revenue Code, for its public, charitable, scientific, literary and educational purpose \$_____. The Donor(s) understand

that this is an irrevocable gift, which will be used to establish and maintain a charitable fund of the Foundation, subject to the Foundation's governing documents and bylaws. The Foundation may also receive additional contributions to add to this Fund.

3. **ACCEPTANCE OF PROPERTY:** The Foundation hereby accepts the property transferred and affirms that it will hold such and any additional property transferred to the Fund on the terms and subject to the conditions set forth by this agreement for a Designated Endow Iowa Endowment Fund. The guidelines and procedures for such Funds are described in the Foundation's governing instruments, including its Articles of Incorporation and Bylaws, in effect, as amended from time to time.

4. **FUND MANAGEMENT:** Control over the investment or reinvestment of such property and the asset management of the Fund will be exercised exclusively by the Foundation. The assets of the Fund, like all other permanent assets of the Foundation, will be professionally managed with the long-term objectives of safeguarding principal, increasing the principal through long-term total return, and generating income for charitable distributions. To attain these objectives, the remainder for the growth after authorized distributions and expenses will be added back to the principal.

5. **ADMINISTRATIVE FEE:** The Foundation shall receive an annual allocation for administrative services. The donor agrees to be bound by the most current schedule of fees published by the Foundation. The donor further understands that the fee schedule is subject to modification and may be increased or decreased at the sole discretion of the Foundation's Board of Directors. Allocations will be paid from the corpus of the Fund.

6. **VARIANCE POWER:** This Fund is a component fund of the Foundation and its assets are assets of the Foundation. The Fund is subject to the Foundation's governing instruments including the Foundation's power to modify any restriction or condition on the distribution of funds for any specified charitable purposes or to specified charitable purposes or to specified organizations if in the sole judgment of the governing body (without the necessity of the approval of any participating

trustee, custodian, or agent), such restriction or condition becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable needs of the community or area served.

7. **FUND NOT A SEPARATE TRUST:** The assets of the Fund shall be the assets of the Foundation and not a separate trust. The Fund shall be organized and administered so that the federal income tax status of the Foundation as a public charitable organization under Section 501 (c)(3) of the Code, will not be adversely affected under this arrangement. This agreement will be interpreted in a manner consistent with the federal income tax provisions and regulations that govern the operation of the Foundation, and it may be amended from time to time by the Foundation's Board of Directors to conform to such provisions and regulations.

8. **NO AMENDMENT:** The Donor understands and declares that this donation is absolute and irrevocable and that, after the execution of this instrument, the Donor has no right, title, interest, or incidents of ownership in the property transferred to this Fund. The Donor has no right to alter, amend, or terminate this instrument.

9. **DISTRIBUTIONS:** The Foundation will make annual distributions from the net income and/or corpus of the Fund in accordance with the Foundation's current Spending Policy, to the following charitable agency(ies) or charitable program(s): a perpetual endowment to the benefit of the James Kennedy Public Library in Dyersville, Iowa and shall be dedicated to making distributions to the James Kennedy Public Library to meet the objectives and mission of the James Kennedy Public Library as determined by the Library Board of Trustees.. Unless the Donor specifically requests anonymity, recipients of grants from this Fund will be notified as to the name of the Fund and the Donor. In addition, information about such grants will be published in the Foundation's annual report, periodic news releases, etc. However, the Donor stipulates that although existence of the Fund may be publicized, the value of the Fund and the amounts of specific grants shall not be publicized.

IN WITNESS WHEREOF, this Agreement has been executed by the Donor and on behalf of the Foundation on the day and year first above written.

BY: _____

Donor

BY: _____

MJ Smith, Dir. Affiliate Foundations

BY: _____

Community Foundation of Greater Dubuque

Nancy Van Milligen, President/CEO

FY19 - Library Holiday Schedule:

Proposed FY19 Library Holiday Schedule

City paid holidays	Library hours
Labor Day – Monday, September 3	Library is closed.
Veteran’s Day – Sunday, November 11 Official city holiday November 12	Library is open (Library floating holiday)
Wednesday, November 21 (not a city holiday)	Library closes @ 5:00 pm due to low use.
Thanksgiving – Thursday, November 22	Library is closed.
Day after Thanksgiving – Friday, November 23	Library is open (Library floating holiday).
Since the Christmas Holiday is Monday and Tuesday – should we close Sunday as well?	
Christmas Eve – Monday, December 24	Library is closed.
Christmas Day – Tuesday, December 25	Library is closed.
Monday, December 31 (not a city holiday)	Library closes @ 5 pm
New Year’s Day – Tuesday, January 1	Library is closed.
Good Friday - Friday, April 19	Library is open (Library floating holiday)
Memorial Day – Monday, May 27	Library is closed.
Wednesday, July 3 (not a city holiday)	Closes @ 5:00 pm due to projected low use
Independence Day – Thursday, July 4	Library is closed.
As the library is open Sundays from Labor Day to Memorial Day (September 9, 2019 to May 19, 2019) we also have the following Sunday Holiday closings:	
Easter – Sunday, April 21	Library is closed.
Mother’s Day – Sunday, May 12	Library is closed.