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Regular Library Board Meeting

February 12, 2019

7:00 pm
Program Room
James Kennedy Public Library

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve minutes of Previous Meeting: January 8, 2019
 - Approve January Librarian's Report
 - Approve Bills:
 - January Claims Report
 - Library Claims for February
 - January & February Credit Card Claims
 - Budget Reports
 - January City Report
 - January Library Report
 - Trust Account Reports
 - January Bank Statements
 - January Balance Report
 - Trust Account Expenditure Report
 - January Donations Form
 - Program Reports
 - January Report on Programs and Attendance
 - February Calendar of events
 - Schedule for upcoming programs
 - Grant Report
 - Friends of the Library Report
4. FY20 Application for Accreditation
5. Executive Committee Report
6. Fundraising Committee Report
 - Notes from meeting on February 6, 2019
7. Furnishings, Art & Facilities Committee Report

- ADA Checklist
- 8. Marketing Committee Report
 - Notes from January / February meetings
- 9. Personnel Committee Report
- 10. Finance Committee Report
 - Update on FY2020 Budget Request
- 11. Policy Committee Report
 - Consider Approval of Constitution and Bylaws of the James Kennedy Public Library
 - Consider Approval of revised Confidentiality of Library Records Policy
 - Consider Approval of revised Collection Development Policy
- 12. Strategic Planning Report
- 13. Meetings and Training
 - Upcoming
 - Recently Attended
- 14. Oral Presentations
- 15. Adjournment

Date of next regular meeting: Tuesday, March 12, 2019 7:00 pm

Hello Board Members:

Here is the agenda and packet for the Board meeting on Tuesday, February 12. Hopefully the weather will cooperate and we will all meet at 7:00 pm!

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication - **None**
 - Approve minutes of Previous Meeting: January 8, 2019 - **A**
 - Approve January Librarian's Report - **B**
 - Approve Bills:
 - January Claims Report - **C**
 - Library Claims for February - **D**
 - January & February Credit Card Claims - **E**
 - Budget Reports
 - January City Report - **F**
 - January Library Report - **G**
 - Trust Account Reports
 - January Bank Statements – **H 1 & 2**
 - January Balance Report - **I**
 - Trust Account Expenditure Report - **J**
 - January Donations Form - **K**
 - Program Reports
 - January Report on Programs and Attendance - **L**
 - February Calendar of events - **M**
 - Schedule for upcoming programs - **N**
 - Grant Report – **We will be submitting a DRA grant utilizing the Friends' 501(c)3 status. The final project / proposal has not be decided.**
 - Friends of the Library Report – **Friends booksale was held and their membership drive has started. I haven't heard the results of the sale but the weather was not the best so hopefully it was still a good sale. Their next meeting is scheduled for February 26.**
4. FY20 Application for Accreditation – **This document is due on February 28. I hope to finish it this weekend and bring / post a copy for your information.**
5. Executive Committee Report
6. Fundraising Committee Report

- Notes from meeting on February 6, 2019
- 7. Furnishings, Art & Facilities Committee Report
 - **ADA Checklist – Completing an ADA Checklist on one of the 4 areas is a requirement for Accreditation. I will be going thru this over the weekend and sharing the results with the Committee before the Board meeting since it is a facilities related discussion. I will post / bring this document to the Board meeting for your information also.**
- 8. Marketing Committee Report
 - Notes from January / February meetings
- 9. Personnel Committee Report
- 10. Finance Committee Report
 - Update on FY2020 Budget Request
- 11. Policy Committee Report: **Notes and copies of the proposed policies in their final version are included in this packet. I will bring a copy of the original policy that notes the proposed edits to the meeting. If you would like to see that in advance, please let me know and I will email it to you.**
 - Consider Approval of Constitution and Bylaws of the James Kennedy Public Library
 - Consider Approval of revised Confidentiality of Library Records Policy
 - Consider Approval of revised Collection Development Policy
- 12. Strategic Planning Report
- 13. Meetings and Training
 - Upcoming: DALINC's spring meeting on Event Planning is scheduled for April 12; there is a daylong conference on STEM programming on April 5 that Paul is planning to attend
 - Recently Attended: Shirley and Dawn attended webinars on the new BrainFuse service that is replacing Learning Express (provided by the State Library)
- 14. Oral Presentations
- 15. Adjournment

Date of next regular meeting: Tuesday, March 12, 2019 7:00 pm

A

**James Kennedy Public Library
Board of Trustees
Minutes of the January 8, 2019 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, January 8, 2019, in the program room. Present: Pat Valant, Angela English, Mike Mullis, Karen Kramer, Catherine O'Hea, Mary Jane Meade and Library Director Shirley Vonderhaar. Absent: Sue Engelbrecht and Joe Petsche,

1. President Angela English called the meeting to order at 7:00 pm.
2. Agenda: Valant MOVED "approval of the Agenda" which motion was seconded by Mullis and CARRIED. Ayes: English, Valant, Mullis, Kramer, O'Hea, and Meade. Nays: None
3. Agenda Consent Calendar
 - Minutes of Previous Meetings: December 11, 2018
 - Correspondence & Communication
 - December Librarian's Report – Museum pass used once in December.
 - Bills:
 - December Claims Report
 - Library Claims for January
 - December & January Credit Card Claims
 - Budget Reports
 - December City Report
 - December Library Report
 - Trust Account Reports
 - December Bank Statement
 - December Balance Report
 - Trust Account Expenditure Report
 - December Donations Form
 - Cookie Walk Fundraiser- \$820.00
 - Coloring Book Fundraiser- \$15.00
 - Theisen's More for your Community Grant- \$1215.00
 - Ray Rardin- \$150.00
 - Program Reports
 - December Report on Programs and Attendance
 - January Calendar of events
 - Schedule for Upcoming Programs
 - Grant Report
 - Friends of the Library Report: Membership drive starts next week. Winter Book Sale- January 25-28.
4. Executive Committee Report: No Report

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

5. Fundraising Committee Report: Soup Supper slated for 1/17/19.
6. Furnishings, Art & Facilities Report: No report
7. Marketing Committee Report: No report
8. Personnel Committee Report: No report
9. Finance Committee Report:
 - FY20 Library Operating Budget: Finance committee MOVED “to propose a budget of \$448,638.00 to city council”. This proposal reflects a 6% increase from FY19. As this is a motion from a Committee, no second is needed. Motion CARRIED. Ayes: English, Valant, Mullis, Kramer, O’Hea, and Meade. Nays: None
 - FY20 Trust Account Budget Request: Finance committee MOVED “to present proposed budget of \$30,000 to city council”. As this is a motion from a Committee, no second is needed. Motion CARRIED. Ayes: English, Valant, Mullis, Kramer, O’Hea, and Meade. Nays: None
10. Policy Committee Report: No report
11. Strategic Planning Report: No report
12. Meetings and Training
 - Upcoming: ILOC scheduled for January 17, 2019
 - Recently Attended:
13. Oral Presentations: None

President Angela English declared meeting ADJOURNED at 7:53 pm.

Mary Jane Meade

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT
 Librarian's report to the Board of Trustees for the month January 2019

B

Additions:

Items purchased: 370 Items donated: 51 Year to date: 2,113
 Items donated previous YTD: 342 Items donated YTD: 441
 Items withdrawn: Books: 1,686 SCDs: 4 DVDs: 2 Games: 11
 Year to date: Books: 2,513 SCDs: 50 PAWs: 1 DVDs: 152 Games: 16
 New Library Cards Issued City: 8 Contractual: 19 Total: 27 YTD: 200
 Computer use: 543 hours; 565 sessions YTD: 4,988 hours; 5,502 sessions Previous YTD: 4,522 hours; 4,778 sessions
 Meeting Room Use: 145 Library Use: 54 Community Use: 91 YTD: 1,169 Previous YTD: 1,184
 Programs Held: 69 Attendance: 621 people Library Visits: 6,373 YTD: 49,646 Prev. YTD: 47,421

Circulation:

Number of Items Loaned	10,230	Year to Date:	75,986
Previous Year Circ.	10,346	Previous YTD:	75,127
Difference (numerical):	-116	Difference (numerical):	859
Difference (percentage):	-1.12%	Difference (percentage):	1.14%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	96.85	475.02	850.00
Computer Printing:	109.45	622.20	1,275.00
Reader/printer:	0.00	0.00	25.00
Fax:	71.00	482.75	900.00
Computer Use	28.00	141.00	250.00
Holds & Scans	10.00	54.00	100.00
Lost Books and Materials	77.29	482.13	1,000.00
Memberships	0.00	404.00	300.00
Agency Contract fees:	0.00	0.00	5,000.00
Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund	0.00	12,890.44	14,800.00
Misc (including ALSS):	.50	75.69	300.00
Total:	\$393.09	\$15,627.23	\$24,800.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	5.96	82.34
Memorials: Russell Faust	20.00	1,745.00
Halbach Books:	0.00	60.00
Adopt a book donations: Kronlage	50.00	392.05
Friends donation:	56.25	320.33
Other: Chair-ity, Quilt Raffle & Coloring books	77.00	1,165.75
Other: Soup Supper & 50/50 Raffle	761.50	6,581.20
Other: Osterhaus donation, Hoffman Room & Misc	131.35	640.85
Total:	\$1,102.06	\$10,987.52

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	14	138	41	28	111	21	0	11	0	33	11	13	421
2018 Month	16	59	52	57	90	15	8	12	0	34	4	2	349
Curr. YTD	77	823	201	111	332	126	37	83	11	182	67	63	2113
Prev. YTD	123	598	287	146	369	122	37	93	9	261	60	20	2125

SUMMARY OF CIRCULATION:

	LP	Adult Fiction & NF	YA Fiction & NF	Juven. Fiction & NF	eBks	Mags.	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	632	2448	323	2517	350	296	7	6573	159	351	36	1913	731	467	10230
2018 month	850	3087	361	2126	234	354	10	7022	134	324	13	1880	648	325	10346
Difference	-218	-639	-38	391	116	-58	-3	-449	25	27	23	33	83	142	-116
Current YTD	5189	15453	2479	20834	2179	2279	56	48469	990	2367	287	14205	5649	4019	75986
Prev. YTD	5305	20033	2892	19754	1549	2414	59	52006	651	2160	236	12027	5138	2909	75127
Difference	-116	-4580	-413	1080	630	-135	-3	-3537	339	207	51	2178	511	1110	859
Diff. %	-2.2%	-22.9%	-14.3%	5.5%	40.7%	-5.6%	-5%	-6.8%	52.1%	9.6%	21.6%	18.1%	9.9%	38.2%	1.1%

Freegal Music Downloads: Jan: 51 downloaded & 53 streamed; 0 video Total FY= 385 **Bridges Video Downloads:** Jan: 1 Total FY = 11
Mango Language Use: Jan: 6 sessions; FY = 33 total sessions (includes mobile & computer) **Kanopy Video:** Jan: 10; FY = 19
Adventure Passes Requested: Jan: 0; FY = 1

C

**James Kennedy Public Library
January 2019 Claims Report**

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	\$750.00
Black Hills	Gas / Heat	443.85
Alliant Energy	Electricity	897.70
Mediacom	Internet & Phone	385.37
Total		\$2,476.92

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundering	Mats	14.95
Facebook (CC)	Boosting posts	26.48
Total		\$41.43

January 2019 Budget	
January 2019 claims submitted	\$6,300.80
Utility and Contractual from Bills above	2,476.92
Miscellaneous Bills from above	41.43
Total wages and benefits	22,943.27
Total January 2019 expenses	\$31,762.42

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

D

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 000846 - 4IMPRINT, INC										Vendor Total: 212.75
512153	Credit Memo	2/18/2019	2/6/2019	2/6/2019	2/6/2019	-18.46	0.00	0.00	0.00	-18.46
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Programs Incentives	N/A		0.00	0.00	-18.46	0.00	0.00	0.00	-18.46	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	-18.46	100.00%						
Vendor: 7022002 - AMAZON										
7022002	Invoice	2/18/2019	1/29/2019	2/18/2019	1/29/2019	231.21	0.00	0.00	0.00	231.21
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Program Incentive/Friends	N/A		0.00	0.00	231.21	0.00	0.00	0.00	231.21	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	231.21	100.00%						
Vendor: 000268 - AMAZON										
02.07.2018	Invoice	2/18/2019	2/7/2019	2/18/2019	2/7/2019	1,310.14	0.00	0.00	0.00	1,310.14
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Books	N/A		0.00	0.00	78.77	0.00	0.00	0.00	78.77	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AF	78.77	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Books	N/A		0.00	0.00	166.43	0.00	0.00	0.00	166.43	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AN	166.43	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Books	N/A		0.00	0.00	-14.42	0.00	0.00	0.00	-14.42	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410PF	-14.42	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Games	N/A		0.00	0.00	119.22	0.00	0.00	0.00	119.22	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410GAMES	119.22	100.00%						
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Subscriptions	N/A		0.00	0.00	142.88	0.00	0.00	0.00	142.88	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410SUB	142.88	100.00%						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
DVDs	N/A		0.00	0.00	606.71	0.00	0.00	0.00	606.71	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410DVD		606.71	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Smart Spaces	N/A		0.00	0.00	76.34	0.00	0.00	0.00	76.34	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410SS		76.34	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	N/A		0.00	0.00	9.95	0.00	0.00	0.00	9.95	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-5-410-4-65060	OFFICE SUPPLIES				9.95	100.00%				
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Programs	N/A		0.00	0.00	124.26	0.00	0.00	0.00	124.26	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE		410TPROG		124.26	100.00%				
02.07.2018 A	Invoice	2/18/2019	2/7/2019	2/18/2019	2/7/2019	48.02	0.00	0.00	0.00	48.02
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
DVDs	N/A		0.00	0.00	48.02	0.00	0.00	0.00	48.02	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410DVD		48.02	100.00%				

Vendor: 000026 - BAKER & TAYLOR BOOKS Vendor Total: 1,303.36

2034234665	Invoice	2/18/2019	12/27/2018	2/18/2019	12/27/2018	16.23	0.00	0.00	0.00	16.23
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Books	N/A		0.00	0.00	16.23	0.00	0.00	0.00	16.23	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AF		16.23	100.00%				

2034238271	Invoice	2/18/2019	12/27/2018	2/18/2019	12/27/2018	30.13	0.00	0.00	0.00	30.13
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					

Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Books	N/A		0.00	0.00	30.13	0.00	0.00	0.00	30.13	
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AN		30.13	100.00%				

2034246260	Invoice	2/18/2019	1/2/2019	2/18/2019	1/2/2019	132.62	0.00	0.00	0.00	132.62
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<u>001-5-410-4-67701</u>	Books	N/A		0.00	0.00	77.24	0.00	0.00	0.00	77.24
Items										
<u>001-5-410-4-67701</u>	Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>001-5-410-4-67701</u>	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AF	77.24	100.00%					
<u>001-5-410-4-67701</u>	Books	N/A		0.00	0.00	55.38	0.00	0.00	0.00	55.38
Items										
<u>001-5-410-4-67701</u>	Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>001-5-410-4-67701</u>	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AN	55.38	100.00%					
<u>2034247386</u>	Invoice	2/18/2019	1/3/2019	2/18/2019	1/3/2019	34.20	0.00	0.00	0.00	34.20
<u>2034247386</u>	Books	APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
<u>002-5-410-4-67701</u>	Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
<u>002-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>002-5-410-4-67701</u>	002-5-410-4-67701	LIBRARY TRUST EXPENDITURE	410TLP	34.20	100.00%					
<u>2034253436</u>	Invoice	2/18/2019	1/4/2019	2/18/2019	1/4/2019	109.88	0.00	0.00	0.00	109.88
<u>2034253436</u>	Books	APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
<u>001-5-410-4-67701</u>	Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>001-5-410-4-67701</u>	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AF	38.96	100.00%					
<u>001-5-410-4-67701</u>	Books	N/A		0.00	0.00	70.92	0.00	0.00	0.00	70.92
Items										
<u>001-5-410-4-67701</u>	Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>001-5-410-4-67701</u>	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AN	70.92	100.00%					
<u>2034256174</u>	Invoice	2/18/2019	1/4/2019	2/18/2019	1/4/2019	125.79	0.00	0.00	0.00	125.79
<u>2034256174</u>	Books	APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
<u>001-5-410-4-67701</u>	Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>001-5-410-4-67701</u>	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AN	13.97	100.00%					
<u>001-5-410-4-67701</u>	Books	N/A		0.00	0.00	19.32	0.00	0.00	0.00	19.32
Items										
<u>001-5-410-4-67701</u>	Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>001-5-410-4-67701</u>	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AF	19.32	100.00%					
<u>002-5-410-4-67701</u>	Programs - Love My Library	N/A		0.00	0.00	92.50	0.00	0.00	0.00	92.50
Items										
<u>002-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
<u>002-5-410-4-67701</u>	002-5-410-4-67701	LIBRARY TRUST EXPENDITURE	410TPROG	92.50	100.00%					
<u>2034266530</u>	Invoice	2/18/2019	1/10/2019	2/18/2019	1/10/2019	594.16	0.00	0.00	0.00	594.16
<u>2034266530</u>	Books	APFID - ACCTS PAYABLE-FIDELITY BA			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Vendor: 000681 - BIRDS & BLOOMS EXTRA										Vendor Total: 10.00
001-5-410-4-67701	Books	N/A		0.00	0.00	16.80	0.00	0.00	0.00	16.80
Distributions										
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410LP	16.80	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books	N/A	0.00	0.00	531.44	0.00	0.00	0.00	531.44		
Distributions										
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AF	531.44	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books - Tauke Memorial	N/A	0.00	0.00	45.92	0.00	0.00	0.00	45.92		
Distributions										
<u>002-5-410-4-67700</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TMEM	45.92	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books	N/A	0.00	0.00	33.00	0.00	0.00	0.00	33.00		
Distributions										
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410LP	33.00	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books	N/A	0.00	0.00	100.58	0.00	0.00	0.00	100.58		
Distributions										
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AF	100.58	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books	N/A	0.00	0.00	112.21	0.00	0.00	0.00	112.21		
Distributions										
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AN	112.21	100.00%					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books	N/A	0.00	0.00	14.56	0.00	0.00	0.00	14.56		
Distributions										
<u>002-5-410-4-67700</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TAAB	14.56	100.00%					

Vendor: 000681 - BIRDS & BLOOMS EXTRA										Vendor Total: 10.00
01.30.2019	Invoice	2/18/2019	1/30/2019	2/18/2019	1/30/2019	10.00	0.00	0.00	0.00	10.00
Subscriptions APFID - ACCTS PAYABLE-FIDELITY BA No										

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Subscription - 1 yr	N/A	0.00	0.00	10.00	0.00	0.00	0.00	10.00		
Distributions										
<u>001-5-410-4-67701</u>	Account Number	Account Name	Project Account Key	Amount	Percent					
	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410SUB	10.00	100.00%					

Vendor: 001027 - CENGAGE LEARNING										Vendor Total: 433.65
66141995	Books	N/A		0.00	0.00	160.65	0.00	0.00	0.00	160.65
Subscriptions APFID - ACCTS PAYABLE-FIDELITY BA No										

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total																																																			
<u>661419993</u>	Invoice	2/18/2019	1/23/2019	2/18/2019	1/23/2019	273.00	0.00	0.00	0.00	273.00																																																			
Items <table border="1"> <thead> <tr> <th>Item Description</th> <th>Commodity</th> <th>Units</th> <th>Price</th> <th>Amount</th> <th>Tax</th> <th>Shipping</th> <th>Discount</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Books</td> <td>N/A</td> <td>0.00</td> <td>0.00</td> <td>160.65</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>160.65</td> </tr> <tr> <td colspan="11">Distributions</td> </tr> <tr> <th>Account Number</th> <th>Account Name</th> <th>Project Account Key</th> <th>Amount</th> <th>Percent</th> <td colspan="6"></td> </tr> <tr> <td><u>001-5-410-4-67701</u></td> <td>BOOKS/FILMS/RECORDS/SUBSCRIPTI</td> <td>410LP</td> <td>160.65</td> <td>100.00%</td> <td colspan="6"></td> </tr> </tbody> </table>											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	Books	N/A	0.00	0.00	160.65	0.00	0.00	0.00	160.65	Distributions											Account Number	Account Name	Project Account Key	Amount	Percent							<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410LP	160.65	100.00%						
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total																																																					
Books	N/A	0.00	0.00	160.65	0.00	0.00	0.00	160.65																																																					
Distributions																																																													
Account Number	Account Name	Project Account Key	Amount	Percent																																																									
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410LP	160.65	100.00%																																																									
Vendor: 001309 - CENTURION TECHNOLOGIES Vendor Total: 86.40																																																													
<u>8832313614</u>	Invoice	2/18/2019	1/14/2019	2/18/2019	1/14/2019	86.40	0.00	0.00	0.00	86.40																																																			
Items <table border="1"> <thead> <tr> <th>Item Description</th> <th>Commodity</th> <th>Units</th> <th>Price</th> <th>Amount</th> <th>Tax</th> <th>Shipping</th> <th>Discount</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Contracts - Annual License</td> <td>N/A</td> <td>0.00</td> <td>0.00</td> <td>86.40</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>86.40</td> </tr> <tr> <td colspan="11">Distributions</td> </tr> <tr> <th>Account Number</th> <th>Account Name</th> <th>Project Account Key</th> <th>Amount</th> <th>Percent</th> <td colspan="6"></td> </tr> <tr> <td><u>001-5-410-4-64316</u></td> <td>CONTRACTS</td> <td></td> <td>86.40</td> <td>100.00%</td> <td colspan="6"></td> </tr> </tbody> </table>											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	Contracts - Annual License	N/A	0.00	0.00	86.40	0.00	0.00	0.00	86.40	Distributions											Account Number	Account Name	Project Account Key	Amount	Percent							<u>001-5-410-4-64316</u>	CONTRACTS		86.40	100.00%						
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total																																																					
Contracts - Annual License	N/A	0.00	0.00	86.40	0.00	0.00	0.00	86.40																																																					
Distributions																																																													
Account Number	Account Name	Project Account Key	Amount	Percent																																																									
<u>001-5-410-4-64316</u>	CONTRACTS		86.40	100.00%																																																									

Vendor: 001353 - CHERRY LAKE PUBLISHING Vendor Total: 307.25																																																													
<u>124936</u>	Invoice	2/18/2019	1/4/2019	2/18/2019	1/4/2019	307.25	0.00	0.00	0.00	307.25																																																			
Items <table border="1"> <thead> <tr> <th>Item Description</th> <th>Commodity</th> <th>Units</th> <th>Price</th> <th>Amount</th> <th>Tax</th> <th>Shipping</th> <th>Discount</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Books</td> <td>N/A</td> <td>0.00</td> <td>0.00</td> <td>307.25</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>307.25</td> </tr> <tr> <td colspan="11">Distributions</td> </tr> <tr> <th>Account Number</th> <th>Account Name</th> <th>Project Account Key</th> <th>Amount</th> <th>Percent</th> <td colspan="6"></td> </tr> <tr> <td><u>001-5-410-4-67701</u></td> <td>BOOKS/FILMS/RECORDS/SUBSCRIPTI</td> <td>410PN</td> <td>307.25</td> <td>100.00%</td> <td colspan="6"></td> </tr> </tbody> </table>											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	Books	N/A	0.00	0.00	307.25	0.00	0.00	0.00	307.25	Distributions											Account Number	Account Name	Project Account Key	Amount	Percent							<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410PN	307.25	100.00%						
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total																																																					
Books	N/A	0.00	0.00	307.25	0.00	0.00	0.00	307.25																																																					
Distributions																																																													
Account Number	Account Name	Project Account Key	Amount	Percent																																																									
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410PN	307.25	100.00%																																																									

Vendor: 001349 - CHICAGO TRIBUNE Vendor Total: 210.60																																																													
<u>02.06.19</u>	Invoice	2/18/2019	2/6/2019	2/18/2019	2/6/2019	210.60	0.00	0.00	0.00	210.60																																																			
Items <table border="1"> <thead> <tr> <th>Item Description</th> <th>Commodity</th> <th>Units</th> <th>Price</th> <th>Amount</th> <th>Tax</th> <th>Shipping</th> <th>Discount</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Subscription - 1 yr</td> <td>N/A</td> <td>0.00</td> <td>0.00</td> <td>210.60</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>210.60</td> </tr> <tr> <td colspan="11">Distributions</td> </tr> <tr> <th>Account Number</th> <th>Account Name</th> <th>Project Account Key</th> <th>Amount</th> <th>Percent</th> <td colspan="6"></td> </tr> <tr> <td><u>001-5-410-4-67701</u></td> <td>BOOKS/FILMS/RECORDS/SUBSCRIPTI</td> <td>410SUB</td> <td>210.60</td> <td>100.00%</td> <td colspan="6"></td> </tr> </tbody> </table>											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	Subscription - 1 yr	N/A	0.00	0.00	210.60	0.00	0.00	0.00	210.60	Distributions											Account Number	Account Name	Project Account Key	Amount	Percent							<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410SUB	210.60	100.00%						
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total																																																					
Subscription - 1 yr	N/A	0.00	0.00	210.60	0.00	0.00	0.00	210.60																																																					
Distributions																																																													
Account Number	Account Name	Project Account Key	Amount	Percent																																																									
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410SUB	210.60	100.00%																																																									

Vendor: 001371 - COMPLETE OFFICE OF WISCONSIN Vendor Total: 161.53																																																													
<u>12078</u>	Invoice	2/18/2019	1/15/2019	2/18/2019	1/15/2019	101.95	0.00	0.00	0.00	101.95																																																			
Items <table border="1"> <thead> <tr> <th>Item Description</th> <th>Commodity</th> <th>Units</th> <th>Price</th> <th>Amount</th> <th>Tax</th> <th>Shipping</th> <th>Discount</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Bldg Supplies</td> <td>N/A</td> <td>0.00</td> <td>0.00</td> <td>101.95</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>101.95</td> </tr> <tr> <td colspan="11">Distributions</td> </tr> <tr> <th>Account Number</th> <th>Account Name</th> <th>Project Account Key</th> <th>Amount</th> <th>Percent</th> <td colspan="6"></td> </tr> <tr> <td><u>001-5-410-4-65060</u></td> <td>OFFICE SUPPLIES</td> <td></td> <td>101.95</td> <td>100.00%</td> <td colspan="6"></td> </tr> </tbody> </table>											Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total	Bldg Supplies	N/A	0.00	0.00	101.95	0.00	0.00	0.00	101.95	Distributions											Account Number	Account Name	Project Account Key	Amount	Percent							<u>001-5-410-4-65060</u>	OFFICE SUPPLIES		101.95	100.00%						
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total																																																					
Bldg Supplies	N/A	0.00	0.00	101.95	0.00	0.00	0.00	101.95																																																					
Distributions																																																													
Account Number	Account Name	Project Account Key	Amount	Percent																																																									
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES		101.95	100.00%																																																									
<u>664012</u>	Invoice	2/18/2019	2/5/2019	3/7/2019	2/5/2019	59.58	0.00	0.00	0.00	59.58																																																			

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total	
Supplies	N/A		0.00	0.00	59.58	0.00	0.00	0.00	59.58	
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-65060	OFFICE SUPPLIES		59.58	100.00%						

Vendor: 000644 - DEMCO EDUCATIONAL CORP Vendor Total: 265.28

6528777	Invoice	2/18/2019	1/14/2019	2/18/2019	1/14/2019	265.28	0.00	0.00	0.00	265.28
Programs		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs - LML	N/A	0.00	0.00	265.28	0.00	0.00	0.00	265.28		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	265.28	100.00%						

Vendor: 000943 - DIE LAUGHING MURDER MYSTERY Vendor Total: 660.00

02.09.2019	Invoice	2/18/2019	1/30/2019	2/20/2019	1/30/2019	660.00	0.00	0.00	0.00	660.00
Programs		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs - Mystery Dinner Fundraiser	N/A	0.00	0.00	660.00	0.00	0.00	0.00	660.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	660.00	100.00%						

Vendor: 000136 - DYERSVILLE COMMERCIAL Vendor Total: 45.00

01.04.19	Invoice	2/18/2019	1/4/2019	2/18/2019	1/4/2019	45.00	0.00	0.00	0.00	45.00
Subscriptions		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Subscription - 1 yr	N/A	0.00	0.00	45.00	0.00	0.00	0.00	45.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410SUB	45.00	100.00%						

Vendor: 000045 - DYERSVILLE GOLF & COUNTRY CLUB Vendor Total: 50.00

03072018	Invoice	2/18/2019	3/7/2018	2/18/2019	3/7/2018	50.00	0.00	0.00	0.00	50.00
Programs		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs - Mystery Dinner Fundraiser	N/A	0.00	0.00	50.00	0.00	0.00	0.00	50.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	50.00	100.00%						

Vendor: 000166 - FAREWAY STORES INC. Vendor Total: 51.09

00025416	Invoice	2/18/2019	2/1/2019	2/18/2019	2/1/2019	31.45	0.00	0.00	0.00	31.45
Programs		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs LML - Legos	N/A	0.00	0.00	31.45	0.00	0.00	0.00	31.45		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	31.45	100.00%						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
00045722	Invoice	2/18/2019	1/17/2019	2/18/2019	1/17/2019	3.98	0.00	0.00	0.00	3.98
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Programs Soup Supper Supplies		N/A		0.00	0.00	3.98	0.00	0.00	0.00	3.98
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE		410TPROG		3.98	100.00%				
00045764	Invoice	2/18/2019	1/17/2019	2/18/2019	1/17/2019	6.68	0.00	0.00	0.00	6.68
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Program Supplies		N/A		0.00	0.00	6.68	0.00	0.00	0.00	6.68
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE		410TPROG		6.68	100.00%				
00068363	Invoice	2/18/2019	1/17/2019	2/18/2019	1/17/2019	5.69	0.00	0.00	0.00	5.69
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Programs - Soup Supper Supplies		N/A		0.00	0.00	5.69	0.00	0.00	0.00	5.69
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE		410TPROG		5.69	100.00%				
00097206	Invoice	2/18/2019	2/6/2019	2/18/2019	2/6/2019	3.29	0.00	0.00	0.00	3.29
Supplies		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
ProgramSupplies		N/A		0.00	0.00	3.29	0.00	0.00	0.00	3.29
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
001-5-410-4-65060	OFFICE SUPPLIES				3.29	100.00%				
Vendor: 000998 - FIRST AVENUE BAKERY										Vendor Total: 60.00
4114	Invoice	2/18/2019	1/17/2019	2/18/2019	1/17/2019	30.00	0.00	0.00	0.00	30.00
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Programs - Soup Supper Supplies		N/A		0.00	0.00	30.00	0.00	0.00	0.00	30.00
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE		410TPROG		30.00	100.00%				
4119	Invoice	2/18/2019	1/31/2019	2/18/2019	1/31/2019	30.00	0.00	0.00	0.00	30.00
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description		Commodity		Units	Price	Amount	Tax	Shipping	Discount	Total
Program Refreshments		N/A		0.00	0.00	30.00	0.00	0.00	0.00	30.00
Distributions										
Account Number	Account Name		Project Account Key		Amount	Percent				
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE		410TPROG		30.00	100.00%				
Vendor: 000653 - FOLLETT SCHOOL SOLUTIONS										Vendor Total: 885.00
7392386	Invoice	2/18/2019	1/2/2019	2/18/2019	1/2/2019	885.00	0.00	0.00	0.00	885.00
Contracts		APFID - ACCTS PAYABLE-FIDELITY BA			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Contracts - Annual License	N/A	0.00	0.00	885.00	0.00	0.00	0.00	885.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-64316	CONTRACTS		885.00	100.00%						

Vendor: 000276 - INGRAM LIBRARY SERVICES Vendor Total: 137.54

67038147	Invoice	2/18/2019	1/8/2019	2/18/2019	1/8/2019	137.54	0.00	0.00	0.00	137.54
Books		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books	N/A	0.00	0.00	127.20	0.00	0.00	0.00	127.20		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410PF	127.20	100.00%						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Books	N/A	0.00	0.00	10.34	0.00	0.00	0.00	10.34		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410PN	10.34	100.00%						

Vendor: 000962 - J & D MART LTD. Vendor Total: 900.00

02.09.2019	Invoice	2/18/2019	2/6/2019	2/18/2019	2/6/2019	900.00	0.00	0.00	0.00	900.00
Programs		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs - Mystery Dinner	N/A	0.00	0.00	900.00	0.00	0.00	0.00	900.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	900.00	100.00%						

Vendor: 000577 - KANOPY, INC. Vendor Total: 40.00

146189-PPU	Invoice	2/18/2019	1/31/2019	2/18/2019	1/31/2019	40.00	0.00	0.00	0.00	40.00
Programs		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs - Streaming Video	N/A	0.00	0.00	40.00	0.00	0.00	0.00	40.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	410TPROG	40.00	100.00%						

Vendor: 000923 - MR LOCK & KEY Vendor Total: 235.00

24374	Invoice	2/18/2019	12/10/2018	2/18/2019	12/10/2018	195.00	0.00	0.00	0.00	195.00
Maintenance		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Maintenance & Repair	N/A	0.00	0.00	195.00	0.00	0.00	0.00	195.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
001-5-410-4-63750	MAINTENANCE		195.00	100.00%						

24741	Invoice	1/16/2019	1/16/2019	1/16/2019	1/16/2019	40.00	0.00	0.00	0.00	40.00
Maintenance		APFID - ACCTS PAYABLE-FIDELITY BA		No						

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Maintenance - Handicap door	N/A	0.00	0.00	40.00	0.00	0.00	0.00	40.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>001-5-410-4-63750</u>	MAINTENANCE		40.00	100.00%						

Vendor: 001509 - OVERDRIVE Vendor Total: 40.00

<u>06497CO18225280</u>	Invoice	2/18/2019	12/3/2018	2/18/2019	12/3/2018	40.00	0.00	0.00	0.00	40.00
Electronic Media	APFID - ACCTS PAYABLE-FIDELITY BA				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Electronic Media	N/A	0.00	0.00	40.00	0.00	0.00	0.00	40.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410EM	40.00	100.00%						

Vendor: 000441 - POSTMASTER Vendor Total: 90.00

<u>01.28.2019</u>	Invoice	2/18/2019	1/28/2019	2/18/2019	1/28/2019	90.00	0.00	0.00	0.00	90.00
Supplies	APFID - ACCTS PAYABLE-FIDELITY BA				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Supplies - Stamps	N/A	0.00	0.00	90.00	0.00	0.00	0.00	90.00		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES		90.00	100.00%						

Vendor: 000427 - RANDY'S NEIGHBORHOOD MARKET Vendor Total: 32.71

<u>169</u>	Invoice	2/18/2019	1/7/2019	2/18/2019	1/7/2019	3.99	0.00	0.00	0.00	3.99
Programs	APFID - ACCTS PAYABLE-FIDELITY BA				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs - Refreshments	N/A	0.00	0.00	3.99	0.00	0.00	0.00	3.99		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	410TPROG	3.99	100.00%						

<u>233</u>	Invoice	2/18/2019	1/8/2019	2/18/2019	1/8/2019	11.96	0.00	0.00	0.00	11.96
Supplies	APFID - ACCTS PAYABLE-FIDELITY BA				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Supplies - bldg cleaning supplies	N/A	0.00	0.00	11.96	0.00	0.00	0.00	11.96		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES		11.96	100.00%						

<u>277</u>	Invoice	2/18/2019	1/21/2019	2/18/2019	1/21/2019	16.76	0.00	0.00	0.00	16.76
Programs	APFID - ACCTS PAYABLE-FIDELITY BA				No					

Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Total		
Programs - Refreshments	N/A	0.00	0.00	16.76	0.00	0.00	0.00	16.76		
Distributions										
Account Number	Account Name	Project Account Key	Amount	Percent						
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	410TPROG	16.76	100.00%						

Vendor: 000930 - RECORDED BOOKS LLC Vendor Total: 404.91

<u>76167222</u>	Invoice	2/18/2019	1/10/2019	2/18/2019	1/10/2019	44.99	0.00	0.00	0.00	44.99
Books	APFID - ACCTS PAYABLE-FIDELITY BA				No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Audio Books	N/A		0.00	0.00		44.99	0.00	0.00	0.00	44.99
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AB			44.99	100.00%			
<u>76168811</u>	Invoice	2/18/2019	1/14/2019	2/18/2019	1/14/2019	31.49	0.00	0.00	0.00	31.49
Books	APFID - ACCTS PAYABLE-FIDELITY BA				No					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
AudioBooks	N/A		0.00	0.00		31.49	0.00	0.00	0.00	31.49
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AB			31.49	100.00%			
<u>76168951</u>	Invoice	2/18/2019	1/14/2019	2/18/2019	1/14/2019	26.99	0.00	0.00	0.00	26.99
Books	APFID - ACCTS PAYABLE-FIDELITY BA				No					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Audio Books	N/A		0.00	0.00		26.99	0.00	0.00	0.00	26.99
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AB			26.99	100.00%			
<u>76170707</u>	Invoice	2/18/2019	1/16/2019	2/18/2019	1/16/2019	35.99	0.00	0.00	0.00	35.99
Books	APFID - ACCTS PAYABLE-FIDELITY BA				No					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Audio Books	N/A		0.00	0.00		35.99	0.00	0.00	0.00	35.99
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AB			35.99	100.00%			
<u>76171261</u>	Invoice	2/18/2019	1/17/2019	2/18/2019	1/17/2019	26.99	0.00	0.00	0.00	26.99
Books	APFID - ACCTS PAYABLE-FIDELITY BA				No					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Audio Books	N/A		0.00	0.00		26.99	0.00	0.00	0.00	26.99
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AB			26.99	100.00%			
<u>76173173</u>	Invoice	2/18/2019	1/23/2019	2/23/2019	1/23/2019	17.99	0.00	0.00	0.00	17.99
Books	APFID - ACCTS PAYABLE-FIDELITY BA				No					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Audio Books	N/A		0.00	0.00		17.99	0.00	0.00	0.00	17.99
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AB			17.99	100.00%			
<u>76173585</u>	Invoice	2/18/2019	1/23/2019	2/18/2019	1/23/2019	36.00	0.00	0.00	0.00	36.00
Books	APFID - ACCTS PAYABLE-FIDELITY BA				No					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Audio Books	N/A		0.00	0.00		36.00	0.00	0.00	0.00	36.00
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AB			36.00	100.00%			

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
<u>76173632</u>	Invoice	2/18/2019	1/23/2019	2/18/2019	1/23/2019	35.99	0.00	0.00	0.00	35.99
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
Audio Books	N/A	0.00	0.00	35.99	0.00	0.00	0.00	0.00	35.99	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AB			35.99	100.00%				
<u>76173783</u>	Invoice	2/18/2019	1/24/2019	2/18/2019	1/24/2019	76.49	0.00	0.00	0.00	76.49
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
Audio Books	N/A	0.00	0.00	76.49	0.00	0.00	0.00	0.00	76.49	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AB			76.49	100.00%				
<u>76175880</u>	Invoice	2/18/2019	1/28/2019	2/18/2019	1/28/2019	40.49	0.00	0.00	0.00	40.49
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
Audio Books	N/A	0.00	0.00	40.49	0.00	0.00	0.00	0.00	40.49	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AB			40.49	100.00%				
<u>76176757</u>	Invoice	2/18/2019	1/29/2019	2/18/2019	1/29/2019	31.50	0.00	0.00	0.00	31.50
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
Audio Books	N/A	0.00	0.00	31.50	0.00	0.00	0.00	0.00	31.50	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410AB			31.50	100.00%				
Vendor: 000443 - SCHOLASTIC INC.										Vendor Total: 108.75
<u>18497652</u>	Invoice	2/18/2019	12/21/2018	2/18/2019	12/21/2018	108.75	0.00	0.00	0.00	108.75
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
Books	N/A	0.00	0.00	108.75	0.00	0.00	0.00	0.00	108.75	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	410PN			108.75	100.00%				
Vendor: 000498 - SCHRANDT, DAWN										Vendor Total: 8.88
<u>01.26.2019</u>	Invoice	2/18/2019	1/26/2019	2/18/2019	1/26/2019	8.88	0.00	0.00	0.00	8.88
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					
Items										
Item Description	Commodity	Units	Price	Amount	Tax	Shipping	Discount	Discount	Total	
Programs - LML Program Expese	N/A	0.00	0.00	8.88	0.00	0.00	0.00	0.00	8.88	
Distributions										
Account Number	Account Name	Project Account Key			Amount	Percent				
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	410TPROG			8.88	100.00%				
Vendor: 000712 - VICTOR PUBLIC LIBRARY										Vendor Total: 10.67
<u>1228</u>	Invoice	2/18/2019	12/28/2018	2/18/2019	12/28/2018	10.67	0.00	0.00	0.00	10.67
Books		APFID - ACCTS PAYABLE-FIDELITY BA			No					

Payable Register

Payable #	Payable Type	Post Date	Payable Date	Due Date	Discount Date	Amount	Tax	Shipping	Discount	Total
Payable Description	Bank Code				On Hold					
Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Books	N/A		0.00	0.00		10.67	0.00	0.00	0.00	10.67
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIPTI		410AF			10.67	100.00%			

Vendor: 000080 - VONDERHAAR, SHIRLEY Vendor Total: 75.94

01.11.2019	Invoice	2/18/2019	1/11/2019	2/18/2019	1/11/2019	6.75	0.00	0.00	0.00	6.75
Supplies		APFID - ACCTS PAYABLE-FIDELITY BA			No					

Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Supplies - batteries	N/A		0.00	0.00		6.75	0.00	0.00	0.00	6.75
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
001-5-410-4-65060	OFFICE SUPPLIES					6.75	100.00%			

01.25.2019	Invoice	2/18/2019	1/25/2019	2/18/2019	1/25/2019	69.19	0.00	0.00	0.00	69.19
Programs		APFID - ACCTS PAYABLE-FIDELITY BA			No					

Items										
Item Description	Commodity		Units	Price		Amount	Tax	Shipping	Discount	Total
Programs - Postage for Mailing LML	N/A		0.00	0.00		69.19	0.00	0.00	0.00	69.19
Distributions										
Account Number	Account Name		Project Account Key			Amount	Percent			
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE		410TPROG			69.19	100.00%			

Payable Summary

Type	Count	Gross	Tax	Shipping	Discount	Total	Manual Payment	Balance
Credit Memo	1	-18.46	0.00	0.00	0.00	-18.46	0.00	-18.46
Invoice	57	8,202.93	0.00	0.00	0.00	8,202.93	0.00	8,202.93
Grand Total:		8,184.47	0.00	0.00	0.00	8,184.47	0.00	8,184.47

Project Summary

Project Number	Project Name	Count	Account Key	Account Name	Amount
<u>410</u>	LIBRARY BOOKS	11	410AB	AUDIO BOOKS	404.91
		8	410AF	ADULT FICTION	873.21
		6	410AN	ADULT NONFICTION	449.04
		2	410DVD	DVD'S	654.73
		1	410EM	ELECTRONIC MEDIA	40.00
		1	410GAMES	GAMES	119.22
		4	410LP	LARGE PRINT BOOKS	483.45
		2	410PF	CHILDRENS FICTION	112.78
		3	410PN	CHILDRENS NONFICTION	426.34
		1	410SS	SMART SPACES	76.34
		4	410SUB	SUBSCRIPTIONS	408.48
		1	410TAAB	TRUST ADOPT A BOOK	14.56
		1	410TLP	TRUST LARGE PRINT	34.20
		1	410TMEM	TRUST MEMORIALS	45.92
		19	410TPROG	TRUST PROGRAMS	2,551.41
				Project 410 Total:	6,694.59
				Grand Total:	6,694.59

Account Summary

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<u>001-5-410-4-63750</u>	MAINTENANCE	235.00
<u>001-5-410-4-64316</u>	CONTRACTS	971.40
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	283.48
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIPTI	4,048.50
Total:		5,538.38

<u>Account</u>	<u>Name</u>	<u>Amount</u>
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	2,646.09
Total:		2,646.09

The above presented claims, which included those covering the invoices attached, were presented and approved by the Board at the above dated meeting. You are directed to pay the same and include in the financial report.

 President, Board of Trustees

ATTEST: _____

 Secretary, Board of Trustees

 Date

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Credit Card Claims for January & February 2019

Date	Vendor	Items	Amount
1/18/19	Mediacom	Phone & Internet	385.99
1/31/19	Facebook	Boosting Mystery Dinner	24.57
1/31/19	Facebook	Boosting Soup Supper	15.00
1/17/19	USPS	Postage for ILLs	17.71
1/22/19	USPS	Postage for ILLs	25.17
1/25/19	USPS	Postage for ILLs	20.59
2/5/19	USPS	Postage for ILLs	11.91

Budget Report Account Summary

For Fiscal: 2018-2019 Period Ending: 01/31/2019

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND							
Expense							
001-5-410-4-60100	SALARIES	228,856.00	228,856.00	16,984.82	126,948.14	101,907.86	44.53 %
001-5-410-4-61100	FICA	14,189.00	14,189.00	1,018.45	7,630.66	6,558.34	46.22 %
001-5-410-4-61200	MEDICARE	3,318.00	3,318.00	238.18	1,784.57	1,533.43	46.22 %
001-5-410-4-61300	IPERS	21,604.00	21,604.00	1,559.15	11,939.56	9,664.44	44.73 %
001-5-410-4-61500	GROUP INSURANCE	35,700.00	35,700.00	3,125.71	27,905.46	7,794.54	21.83 %
001-5-410-4-61700	SUI	184.00	184.00	16.96	137.16	46.84	25.46 %
001-5-410-4-62100	DUES	900.00	900.00	658.00	703.00	197.00	21.89 %
001-5-410-4-62300	MEETINGS/TRAINING	2,500.00	2,500.00	0.00	2,047.66	452.34	18.09 %
001-5-410-4-63710	ELECTRICITY	14,000.00	14,000.00	897.70	8,402.70	5,597.30	39.98 %
001-5-410-4-63711	GAS HEAT	2,200.00	2,200.00	443.85	1,113.17	1,086.83	49.40 %
001-5-410-4-63730	TELEPHONE	2,200.00	2,200.00	385.37	2,356.31	-156.31	-7.11 %
001-5-410-4-63750	MAINTENANCE	5,300.00	5,300.00	0.00	5,266.37	33.63	0.63 %
001-5-410-4-64080	INSURANCE PREMIUM	7,344.00	7,344.00	0.00	0.00	7,344.00	100.00 %
001-5-410-4-64316	CONTRACTS	0.00	0.00	144.48	1,175.31	-1,175.31	0.00 %
001-5-410-4-64322	CONTRACTED SERVICES	8,220.00	8,220.00	750.00	4,720.00	3,500.00	42.58 %
001-5-410-4-65060	OFFICE SUPPLIES	20,000.00	20,000.00	868.24	6,997.04	13,002.96	65.01 %
001-5-410-4-67274	CAPITAL IMPROVEMENTS/EQUIPM	0.00	0.00	0.00	12,040.00	-12,040.00	0.00 %
001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBSCRIP	58,000.00	58,000.00	4,671.51	32,668.37	25,331.63	43.68 %
	Expense Total:	424,515.00	424,515.00	31,762.42	253,835.48	170,679.52	40.21 %
	Fund: 001 - GENERAL FUND Total:	424,515.00	424,515.00	31,762.42	253,835.48	170,679.52	40.21 %
Fund: 002 - LIBRARY TRUST FUND							
Expense							
002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	30,000.00	30,000.00	159.15	2,244.55	27,755.45	92.52 %
	Expense Total:	30,000.00	30,000.00	159.15	2,244.55	27,755.45	92.52 %
	Fund: 002 - LIBRARY TRUST FUND Total:	30,000.00	30,000.00	159.15	2,244.55	27,755.45	92.52 %
	Report Total:	454,515.00	454,515.00	31,921.57	256,080.03	198,434.97	43.66 %

G

James Kennedy Public Library FY19 Operating Budget								
	FY19	November	December	January	Feb (est)	Received to date	Difference	% Expended To date
ESTIMATED REVENUES:								
Dubuque County Library Agency	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00	
Fees from copier, R/P, etc.	5,000.00	257.49	237.39	393.09	300.00	2,737.79	2,262.21	
Open Access	12,400.00	0.00	0.00	0.00	0.00	10,458.17	1,941.83	
Access Plus / ILL	600.00	0.00	0.00	0.00	0.00	441.45	158.55	
Direct State Aid	1,800.00	0.00	0.00	0.00	0.00	1,990.83	-190.83	
TOTAL:	24,800.00	257.49	237.39	393.09	300.00	15,628.24	9,171.76	
						15,628.24	9,171.76	
ESTIMATED EXPENDITURES:								
PERSONAL SERVICES						Spent to date	Remaining	
Wages	228,856.00	21,087.68	16,938.10	16,984.82	17,000.00	126,948.14	101,907.86	55.5%
FICA	14,189.00	1,273.19	1,015.91	1,018.45	1,054.00	7,630.66	6,558.34	53.8%
Medicare	3,318.00	297.75	237.59	238.18	246.50	1,784.57	1,533.43	53.8%
IPERS	21,604.00	1,990.62	1,598.90	1,559.15	1,604.80	11,939.56	9,664.44	55.3%
SUI	184.00	11.00	8.39	16.96	17.00	137.16	46.84	74.5%
Group Insurance	35,700.00	3,125.71	3,125.71	3,125.71	3,125.71	27,905.46	7,794.54	78.2%
Meetings and training	2,500.00	207.94	0.00	0.00	0.00	2,047.66	452.34	81.9%
Dues and memberships	900.00	0.00	0.00	658.00	0.00	703.00	197.00	78.1%
TOTAL:	307,251.00	27,993.89	22,924.60	23,601.27	23,048.01	179,096.21	128,154.79	58.3%
						179,096.21	128,154.79	
CONTRACTUAL SERVICES:								
Utilities (telephone)	2,200.00	389.40	385.37	385.37	385.37	2,356.31	-156.31	107.1%
Electricity	14,000.00	883.78	835.76	897.70	900.00	8,402.70	5,597.30	60.0%
Gas / Heat	2,200.00	126.17	375.78	443.85	400.00	1,113.17	1,086.83	50.6%
Insurance (bldg)	7,344.00	0.00	0.00	0.00	0.00	0.00	7,344.00	0.0%
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	NA
Custodial services	8,000.00	750.00	600.00	750.00	600.00	4,500.00	3,500.00	56.3%
Window cleaning	220.00	220.00	0.00	0.00	0.00	220.00	0.00	100.0%
Service / Maintenance Contracts	5,300.00	99.88	618.57	144.48	971.40	1,175.31	4,124.69	22.2%
TOTAL:	39,264.00	2,469.23	2,815.48	2,621.40	3,256.77	17,767.49	21,496.51	45.3%
						17,767.49	21,496.51	
SUPPLIES:								
General library supplies	10,000.00	912.72	651.97	740.48	283.48	5,658.13	4,341.87	56.6%
Program fees & supplies	2,500.00	124.95	157.46	101.28	0.00	954.25	1,545.75	38.2%
Marketing & advertising	1,500.00	0.00	0.00	26.48	0.00	384.66	1,115.34	25.6%
Maintenance and Repairs	6,000.00	1,800.00	86.83	0.00	235.00	5,266.37	733.63	87.8%
TOTAL	20,000.00	2,837.67	896.26	868.24	518.48	12,263.41	7,736.59	61.3%
						12,263.41	7,736.59	
BOOKS AND MATERIALS								
Adult fiction	8,000.00	991.73	620.57	575.44	873.21	5,252.59	2,747.41	65.7%
Adult nonfiction	5,000.00	448.87	290.85	289.94	449.04	2,217.38	2,782.62	44.3%
YA fiction	1,800.00	107.27	713.90	207.12	0.00	1,340.64	459.36	74.5%
YA nonfiction	800.00	0.00	0.00	0.00	0.00	50.67	749.33	6.3%
Juvenile fiction	7,100.00	72.86	2,184.15	1,308.68	112.78	4,196.55	2,903.45	59.1%
Juvenile nonfiction	3,300.00	0.00	413.12	411.00	426.34	2,507.26	792.74	76.0%
Large Print	4,000.00	146.10	221.66	0.00	483.45	1,032.76	2,967.24	25.8%
Electronic media (ebooks, etc.)	5,000.00	0.00	729.54	0.00	40.00	2,559.99	2,440.01	51.2%
Reference & electronic databas	5,000.00	0.00	241.16	0.00	0.00	4,972.60	27.40	99.5%
Periodicals and newspapers	4,000.00	445.40	87.45	57.99	408.48	1,625.18	2,374.82	40.6%
Audiobooks (CD, playaway)	3,700.00	467.81	293.94	553.92	404.91	2,241.37	1,458.63	60.6%
Software & Gaming	2,000.00	0.00	0.00	690.40	119.22	1,219.42	780.58	61.0%
DVDs	6,500.00	460.08	335.85	456.32	654.73	3,126.07	3,373.93	48.1%
SS / Creation Station	1,800.00	0.00	153.97	120.70	76.34	325.89	1,474.11	18.1%
TOTAL:	58,000.00	3,140.12	6,286.16	4,671.51	4,048.50	32,668.37	25,331.63	56.3%
						32,668.37	25,331.63	
TOTAL EXPENDITURES:	424,515.00	36,440.91	32,922.50	31,762.42	30,871.76	241,795.48	182,719.52	57.0%
TOTAL REVENUES:	24,800.00	257.49	237.39	393.09	300.00	15,628.24	9,171.76	63.0%
ACTUAL ASKING	399,715.00	36,183.42	32,685.11	31,369.33	30,571.76	226,167.24	173,547.76	56.6%
Capital Improvement						12,040.00		
Total Expenditures		36,440.91	32,922.50	31,762.42	30,871.76	253,835.48		

James Kennedy Public Library FY19 Operating Budget							
	FY19	FY17 Expense thru Jan 18	Jan '18	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	2,881.01	438.75	5,213.12			
Open Access	12,400.00	12,327.99	0.00	12,327.99			
Access Plus / ILL	600.00	560.25	0.00	560.25			
Direct State Aid	1,800.00	1,883.95	0.00	1,883.95			
TOTAL:	24,800.00	17,653.20	438.75	25,925.47			
		17,653.20		25,925.47			
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES							
		Spent to date		Spent to date			
Wages	228,856.00	124,431.70	16,257.71	215,673.67	132,037.17	-5,089	0.96
FICA	14,189.00	7,463.51	973.74	13,181.79	8,033.79	-403	0.95
Medicare	3,318.00	1,745.52	227.71	2,796.01	2,071.39	-287	0.86
IPERS	21,604.00	11,111.92	1,451.86	19,260.00	12,464.27	-525	0.96
SUI	184.00	117.93	28.85	186.54	116.32	21	1.18
Group Insurance	35,700.00	20,163.96	2,840.64	38,043.88	18,921.66	8,984	1.47
Meetings and training	2,500.00	1,609.41	0.00	2,768.32	1,453.42	594	1.41
Dues and memberships	900.00	165.00	0.00	662.00	224.32	479	3.13
TOTAL:	307,251.00	166,808.95	21,780.51	292,572.21	175,178.01	3,918	1.02
		166,808.95		292,572.21			
CONTRACTUAL SERVICES:							
Utilities (telephone)	2,200.00	1,145.76	228.17	3,422.31	736.54	1,620	3.20
Electricity	14,000.00	7,589.69	782.90	11,592.84	9,165.63	-763	0.92
Gas / Heat	2,200.00	929.00	439.87	2,318.81	881.40	232	1.26
Insurance (bldg)	7,344.00	71.00	0.00	4,592.00	113.55	-114	0.00
Legal Fees	0.00	0.00	0.00	0.00	Zero	0	Nothing
Custodial services	8,000.00	4,350.00	600.00	7,650.00	4,549.02	-49	0.99
Window cleaning	220.00	220.00	0.00	220.00	220.00	0	1.00
Service / Maintenance Contracts	5,300.00	1,018.33	101.99	5,729.79	941.95	233	1.25
TOTAL:	39,264.00	15,323.78	2,152.93	35,525.75	16,936.25	831	1.05
		15,323.78		35,525.75			
SUPPLIES:							
General library supplies	10,000.00	4,830.01	209.75	11,713.74	4,123.37	1,535	1.37
Program fees & supplies	2,500.00	558.09	30.00	2,180.32	639.92	314	1.49
Marketing & advertising	1,500.00	433.96	0.00	1,104.89	589.14	-204	0.65
Maintenance and Repairs	6,000.00	1,231.27	434.18	4,323.47	1,708.72	3,558	3.08
TOTAL	20,000.00	7,053.33	673.93	19,322.42	7,300.67	4,963	1.68
		7,053.33		19,322.42			
BOOKS AND MATERIALS							
Adult fiction	8,000.00	4,996.03	672.65	9,467.50	4,221.63	1,031	1.24
Adult nonfiction	5,000.00	3,454.40	451.41	5,591.58	3,088.93	-872	0.72
YA fiction	1,800.00	1,563.13	235.79	2,203.95	1,276.63	64	1.05
YA nonfiction	800.00	0.00		444.44	Zero	0	Nothing
Juvenile fiction	7,100.00	4,041.51	81.73	7,779.56	3,688.48	508	1.14
Juvenile nonfiction	3,300.00	3,182.38	455.25	3,632.19	2,891.33	-384	0.87
Large Print	4,000.00	48.69	48.69	2,274.44	85.63	947	12.06
Electronic media (ebooks, etc.)	5,000.00	3,267.93	620.55	4,634.41	3,525.72	-966	0.73
Reference & electronic database	5,000.00	5,211.00	0.00	5,211.00	5,000.00	-27	0.99
Periodicals and newspapers	4,000.00	1,688.65	60.00	3,832.19	1,762.60	-137	0.92
Audiobooks (CD, playaway)	3,700.00	2,588.94	366.28	3,966.62	2,414.92	-174	0.93
Software & Gaming	2,000.00	542.60	0.00	1,581.62	686.13	533	1.78
DVDs	6,500.00	4,035.43	392.38	6,648.64	3,945.21	-819	0.79
SS / Creation Station	1,800.00			0.00	Zero	0	Nothing
TOTAL:	58,000.00	34,620.69	3,384.73	57,268.14	35,063.13	-2,395	0.93
		34,620.69		57,268.14			
TOTAL EXPENDITURES:	424,515.00	223,806.75	27,992.10	404,688.52	234,771.48	7,024	1.03
TOTAL REVENUES:	24,800.00	17,653.20	438.75	25,925.47	16,886.84	-1,259	0.93
ACTUAL ASKING	399,715.00	206,153.55	27,553.35	378,763.05	217,557.30	8,610	1.04
Capital Improvement		0.00	0.00				
Total Expenditures		223,806.75	27,992.10				



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

Statement of Account

A-1

Last statement: December 31, 2018
 This statement: January 31, 2019
 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



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 CITY OF DYERSVILLE
 JAMES KENNEDY PUBLIC LIBRARY TRUST
 340 1ST AVE E
 DYERSVILLE IA 52040-1203



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Summary of Account Balance

Account	Number	Ending Balance
Money Market Account	005951-435-6	\$40,552.76

Money Market Account

Account number
 005951-435-6

Beginning balance	\$40,526.95		
Low balance	\$40,526.95		
Avg collected balance	\$40,526		
Interest paid year to date	\$25.81		
Total additions	\$25.81	Total subtractions	\$-0.00

Effective dates	Interest Rate
12-31-18	0.750%

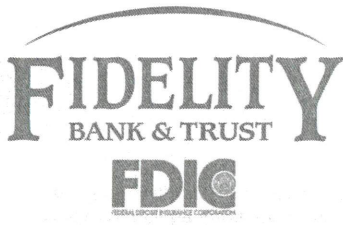
Date	Description	Additions	Subtractions
01-31	#Interest	25.81	

Daily balances

Date	Amount	Date	Amount	Date	Amount
12-31	40,526.95	01-31	40,552.76		

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 2/4/19





www.bankfidelity.bank

Anamosa 319-462-6031	Cascade 563-852-3245	Dyersville 563-875-7157	La Motte 563-773-2255	Oelwein 319-283-2524	Prairie du Chien, WI 608-380-1130
Asbury Asbury Road 563-587-2450	Dubuque Cedar Cross 563-556-7700	East Dubuque, IL 815-747-3173	Luxemburg 563-853-2245	Peosta 563-556-3002	Worthington 563-855-2415
Bellevue 563-872-5515	Dubuque Asbury Road 563-557-2300	Epworth 563-876-9090	Maquoketa 563-652-6660	Platteville, WI 608-348-5501	
		Guttenberg 563-252-1493	Monticello 319-465-7010	Postville 563-864-7615	

A.2

3 *****EXCLUDE-HOLD
5077 0.6401 EX 0.000 16 3 19

CITY OF DYERSVILLE
J KENNEDY PUBLIC LIBRARY TRUST
HOLD AT DYERSVILLE

HAPPY NEW YEAR! WISHING YOU ALL THE BEST IN THE YEAR AHEAD!

PRIMARY ACCT: 01 617571 STATEMENT PERIOD: 01/01/2019 - 01/31/2019

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MONEY MARKET ACCOUNT 617571

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-- DEPOSITS AND MISCELLANEOUS TRANSACTIONS --

DEPOSIT	220.05+	01/02
DEPOSIT	104.91+	01/17
DEPOSIT	777.10+	01/22
WEB TRANSFER DEBIT	159.15-	01/25
INTERNET BANKING TRANSFER FROM *571 TO *358 ON 01/25 AT 14:45		
INTEREST PAID	1.03+	01/31
YEAR-TO-DATE INTEREST PAID	1.03	
AVERAGE COLLECTED BALANCE	24,191.72	

2/4/19
WJ

-- CHECKS --

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

-- BALANCE INFORMATION --

DATE.....BALANCE	DATE.....BALANCE	DATE.....BALANCE
12/31 23,755.59	01/17 24,080.55	01/25 24,698.50
01/02 23,975.64	01/22 24,857.65	01/31 24,699.53

SUMMARY:

ACCOUNT	PREVIOUS	TOTAL	TOTAL	SERVICE	ENDING
.....NUMBER.....	BALANCE..	DEBITS.....	CREDITS....	CHARGES ..	BALANCE..
DDA 617571	23,755.59	1 159.15	4 1,103.09	.00	24,699.53

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I

TRUST ACCOUNT REPORT for January 2019

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
September 30, 2018	\$ 13.29	\$ 40,465.16
October 31, 2018	\$ 13.75	\$ 40,478.91
November 30, 2018	\$ 22.24	\$ 40,501.15
December 31, 2018	\$ 25.80	\$ 40,526.95
January 31, 2019	\$ 25.81	\$ 40,552.76 #1

Fidelity Bank and Trust

Balances December 31, 2018		\$ 27,914.60	\$ 23,755.59
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Deposits

January 2, 2019

Hoffman Room / Soda donations	\$ 1.00	
Coloring books	\$ 5.00	
Chair-ity Fundraiser	\$ 40.00	
Quilt Raffle	\$ 27.00	
Leisa Osterhaus donation	\$ 100.00	
Faust memorial	\$ 20.00	
Conscience box donations	\$ 2.30	
Friends booksale / donation	\$ 24.75	\$ 220.05

January 17, 2019

Hoffman Room donation	\$ 29.85	
Doug (Art) Kronlage donation	\$ 50.00	
Conscience box donations	\$ 2.31	
Friends booksale / donation	\$ 22.75	\$ 104.91

January 25, 2019

Hoffman Room / Soda donations	\$ 0.50	
Coloring books	\$ 5.00	
Soup Supper fundraiser	\$ 645.00	
50/50 Raffle	\$ 116.50	
Conscience box donations	\$ 1.35	
Friends booksale / donation	\$ 8.75	\$ 777.10

January 31, 2019

Interest	\$ 1.03	\$ 1.03	\$ 1,103.09
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Debits:

January 25, 2019

Kanopy Streaming Video	\$ 18.00	
Love My Library 2018 expense	\$ 33.31	
Facebook ad for Cookie Walk	\$ 6.48	
Supplies for Cookie Walk	\$ 24.80	
Supplies for TACKL DTFN events	\$ 34.98	
Adopt-a-book	\$ 21.58	
Facebook ad for events	\$ 20.00	\$ 159.15
		\$ 159.15

Balances January 31, 2019

	\$ 27,755.45	\$ 24,699.53
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#2

J

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)									REMAINING:
DONATIONS:									DONATIONS:
Previous Fundraisers		\$11,290.61							\$10,780.54
Coloring books	Jan-19		\$10.00	Jan-19	Kanopy	\$18.00			
				Jan-19	LML 2018	\$33.31			
Previous Raffles		\$2,662.11							\$2,805.61
Layette Quilt Raffle	Jan-19		\$27.00						
50/50 Raffle (ss)	Jan-19		\$116.50						
FY19 Fundraisers									\$1,862.20
Chair-ity	Nov-18		\$414.00	Nov-18	Chair-ity FB ad	\$20.00			
Chair-ity	Jan-19		\$40.00						\$434.00
Cookie Walk	Dec-18		\$820.00	Dec-18	Cookie Walk FB	\$5.52			
				Jan-19	Cookie Walk FB	\$6.48			
				Jan-19	Cookie Walk sup	\$24.80			\$783.20
Build-a-Basket				Dec-18	Basket bags	\$57.91			
Soup Supper	Jan-19		\$645.00						\$645.00
Donations									
Kronlage - LP	Jan-19		\$50.00						\$55.21
Eick - Inspirational	Oct-18		\$50.00	Nov-18	Ins Fict books	\$36.44			\$3.97
				Jan-19	Ins Fict books	\$9.59			
Leisa Osterhaus do	Jan-19		\$100.00						\$100.00
Miscellaneous Donations Total Remaining									\$3,831.48
Creation Station Programming									\$5.25
Lion's Club - LP	Previous	\$12.24							\$512.24
	Sep-18		\$500.00						
Conscience Box	Previous	\$1,451.80							\$1,534.14
	Jan-19		\$5.96						
History Book	Previous	\$1,134.74							\$1,194.74
Genealogy Donation	Previous	\$93.86							\$93.86
Meeting Room Donat	Previous	\$399.71							\$470.06
Movies / Soda dona	Jan-19		\$31.35						
Adopt-a-book donator	Previous	\$531.80		Jul-18	Adopt - Audio	51.37			\$428.47
				Jan-19	Adopt - books	11.99			
Friends - bksale	Previous	\$419.12							\$336.52
	Jan-19		\$56.25						
Summer Reading Prog	Previous	\$151.83							\$94.75
TACKL	Previous	\$662.71							\$806.73
Pieing Paul	Aug-18		\$56.00	Jan-19	DTFN supplies	\$34.98			
Bequests & Specified donations - Total Remaining									\$28,502.31
Memorials or In Honor of									
Faust memorial - W	Jan-19		\$20.00						
Memorials or "In Honor Of" - Total Remaining									\$2,055.36
GRANTS:									GRANTS:
1000 Books (DRA & Friends)		\$231.85							\$231.85
DACF - Pop-up library	Oct-18		\$2,000.00	Nov-18	books labels	\$29.81			\$1,856.33
				Dec-18	display	\$113.86			
Alliant Energy - STEA	Nov-18		\$2,000.00						\$2,000.00
Theisen's Grant - SRP	Dec-18		\$1,215.00						\$1,215.00
INTEREST DEPOSITS									
remaining from previous years		\$3,607.62							\$3,612.41
	Jan-19		\$1.03	Jan-19	FB ads	\$20.00			
Unspecified from previous		\$747.98							\$645.98
TOTAL DEPOSITS			\$10,993.34	TOTAL EXPENDITURES:		\$2,244.55	Balance		\$24,699.53

K

Memorials and Donations January 2019

From: **Chair-ity Fundraiser**
Donation: \$40.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Layette Quilt Raffle**
Donation: \$27.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Coloring Book Fundraiser**
Donation: \$10.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Anonymous**
Donation: \$20.00
Fund: Library Trust Account
Restrictions: Memorial for Russell Faust – Wood Magazine

From: **Leisa Osterhaus**
Donation: \$10.00
Fund: Library Trust Account
Restrictions: Donation for library needs

From: **Doug Kronlage**
Donation: \$50.00
Fund: Library Trust Account
Restrictions: Large print materials in honor of Art Kronlage

From: **Soup Supper**
Donation: \$645.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **50/50 Raffle at Soup Supper**
Donation: \$116.50
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

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James Kennedy Public Library Monthly Program Report
Report for the Month of January 2019

Story Time Sessions (C): Not held in January

Wee Read Sessions (C): Not held in January

Out-Reads : Bi-Monthly Story Times to Daycares (C):

For the first session in January 2019

Theme – Penguins

Total attendance at 8 programs – 81 children & caregivers

Time for preparation & performance – 6 hrs (pd)

Supplies: 20 copies of activities, poems, etc. for parents & / or teachers

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

January 2, 9, 2019

Total attendance - 33

Time for preparation & performance – 2.25 hrs (pd)

Supplies: Posters & library information; Materials to check out

Program at Ellen Kennedy Center – (Typically first Friday of each month) – Good Old Days Discussion

January 25, 2019

Total attendance – 11

Time for preparation & performance – 1.75 hrs (pd)

Supplies: None

Program at Oakcrest Manor (Typically Third Wednesday of each month): Cancelled due to scheduling conflict

Sit 'n' Stitch (Wednesdays of each month) (A)

January 2, 9, 16, 23, 2019 (Jan 30 session cancelled due to weather)

Total attendance – 53

Time for preparation & performance – 1 hrs (pd) 8 hrs (vol)

Supplies: Refreshments & craft supplies provided by participants

Books for Lunch Book Club (First Monday of each month) – *Mr. Dickens and His Carol* (A)

January 7, 2019

Total attendance – 10

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

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

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

January 15, 2019

Total attendance – 8

Time for preparation & performance – 2.5 hrs (pd)

Supplies: Snacks & beverages

Lifelong Learners (A)

January 7, 2019

Total attendance – 6

Time for preparation & performance – 1.5 hrs (pd) 1.5 hrs (vol)

Supplies: Posters, PSA, refreshments

Mary Kenyon donated her time to facilitate this program.

A Novel Approach to Faith Book Club (A)

January 8, 2019

Total attendance – 6

Time for preparation & performance – 2.5 hrs (pd)

Supplies: Posters, PSA, ILL copies of the books

Refreshments provided by participants or the Friends

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

January 17, 2019

Total attendance – 6

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

Supplies: Posters, PSA, Refreshments, ILL copies of the books

Shannon Russell donated her time to facilitate this program

Get Puzzled @ Your Library (A)

January 2019

Total attendance – 15

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

Supplies: Puzzle

JKPL Writing Group (3 rd Monday of each Month)(A)	
January 21, 2019	Total attendance - 0
Time for preparation & performance .25 hrs (pd)	
Supplies: None / No attendance due to cold weather	
Coffee and Creating (third Friday of each month) (A)	
January 18, 2019	Total attendance - 6
Time for preparation & performance .25 hr (pd)	
Supplies: Posters, PSA, Refreshments, Coloring and crafting supplies	
Let's Talk Book Club (fourth Thursday of each month)(A):	
January 24, 2019	Total attendance - 3
Time for preparation & performance .75 hr (pd)	
Supplies: Posters, PSA, Refreshments	
Game Night (4 th Friday of each Month) (F)	
January 25, 2019	Total attendance - 18
Time for preparation & performance -3.5 hrs (pd)	
Supplies: Posters & PSA, Refreshments	
Final Friday Tech - Basic Computers (Last Friday of each Month) (A)	
January 25, 2019	Total attendance - 3
Time for preparation & performance -1.5 hrs (pd)	
Supplies: Posters & PSA, paper for notes	
Building Creativity one Block at a Time (LEGO® program) (monthly, date and time varies) (C)	
January 29, 2019	Total attendance - 3
Time for preparation & performance - 2 hrs (pd)	
Supplies: Posters, PSA, Refreshments, sponsored by DuTrac	
Card Party (NEW weekly program - every Friday afternoon) (A)	
January 4, 11, 18, 25, 2018	Total attendance - 20
Time for preparation & performance - 1 hrs (pd)	
Supplies: Posters, PSA, Refreshments, Playing cards	
Movies @ Your Library - showing of <i>The House with a Clock in its Walls</i> (F)	
January 5, 2019	Total attendance - 6
Time for preparation & performance - 2 hrs (pd)	
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF	
Movies @ Your Library- showing of <i>The Children Act</i> (A)	
January 14, 2019	Total attendance - 0
Time for preparation & performance - .5 hr (pd)	
Supplies: None	
Movies @ Your Library- showing of <i>Ferdinand</i> (C)	
January 19, 2019	Total attendance - 11
Time for preparation & performance - 2 hrs (pd)	
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF	
Movies @ Your Library (Books for Lunch) - showing of <i>The Last Movie Star</i> (A)	
January 21, 2019	Total attendance - 0
Time for preparation & performance - .5 hr (pd)	
Supplies: None	
Movies @ Your Library- showing of <i>Small Foot</i> (C)	
December 29, 2018	Total attendance - 8
Time for preparation & performance - 2 hr (pd)	
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF	

Washi Dominos : Creation Station (C) January 2, 2019 Time for preparation & performance – 3 hrs (pd) 1 hrs (vol) Supplies: Posters, PSA, craft sticks, washi tape, scissors, print outs Max Devin volunteered his time to help with this event; will offer again	Total attendance – 0
Lego Mindstorms Robotics Series (C) January 5, 12, 19, 26, 2019 Time for preparation & performance – 1 hr (pd) Cancelled due to low registration – will offer in the spring	Total attendance – 0
Teddy Bear Sleepover (C) January 18, 2019 – Postponed due to weather Time for preparation & performance – 2 hrs (pd)	Total attendance – 0
Teddy Bear Pajama Party Storytime (C) January 19, 2019 – Postponed due to weather	Total attendance – 0
Book Tasting (A) January 13, 2019 – Postponed due to insufficient time to prep materials	Total attendance – 0
Fun with Robots (C) January 14, 2018 Time for preparation & performance – 2.5 hr (pd) 1 hrs (vol) Supplies: Posters, PSA; Refreshments Robots from Creation Station; Alex Werner donated time to assist	Total attendance – 14
Winter Wonderland Wednesdays (C) January 16, 2018 (January 23 & 30 sessions postponed due to weather) Time for preparation & performance – 2 hr (pd) Supplies: Posters, PSA; Refreshments Supplies and facilitator provided by ISU Extension / \$75.00 fee for three sessions	Total attendance – 16
Scrabble Tile Coasters DIY: Creation Station (A) January 20, 2019 Time for preparation & performance – 0 Supplies: Cancelled due to low registration and weather	Total attendance – 0
Cricut with Christopher – Valentine's Cards: Creation Station (A) January 21, 2019 Time for preparation & performance – 1 hrs (pd) 3 hrs (vol) Supplies: Posters, PSA; Cricut, cardstock & glue Lisa Christopher donated her time and talent to present this program	Total attendance – 6
Bear Creek Carving Club Display and Demo (F) January 26, 2019 Time for preparation & performance – .5 hrs (pd) 33 hrs (vol) Supplies: Posters, PSA, Six members of the Bear Creek Carving Club donated their time and talent to this event	Total attendance – 35
Writer's Open Mic (A) January 27, 2019 – Cancelled due to inclement weather Time for preparation & performance – .25 hrs (pd) Supplies: Posters, PSA,	Total attendance – 0
Layette Ladies Quilting Bee January 2-31, 2018 (20 sessions) Time for preparation & performance – 2 hrs (pd) 376 hrs (vol) Supplies: Posters, PSA, supplies provided by Layette members (quilt, etc.) Quilt rack was donated to the library in 2018. Ten different members of the Layette group came to quilt on one or more days of the program. Several days there were no quilters due to the weather. Estimating 4 volunteers for each hour of the event and 2 guests. Two quilts were finished. Third will be finished in February as weather allows.	Total attendance – 188

Strength Training for Older Adults

January 15-31, 2019 (6 sessions)

Total attendance – 55

Time for preparation & performance – 12.5 hrs (pd)

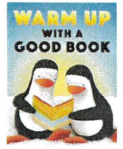
Supplies: Poster, PSA, water, stretch bands, copies of exercises
Used projection system; DVDs and training provided by Geri-Fit
19 participants signed up / Max of 20 allowed.

Mark your calendar for these February programs!

February 1—28: Warm-Up @ Your Library Winter Library Challenge Continues

There is still time to sign up for the 2019 winter library challenge! Stop in and pick up your Warm-Up bingo card and free book bag just for joining.

- Read different genres and formats, listen to books, try out databases and other services, or attend library programs to fill the squares.
- Complete bingos to win prizes. First bingo earns a free book; second bingo earns a library themed mug; and a third bingo earns an item purchased for the library, by the library, in your honor. Black out bingos will earn a special JKPL goodie bag.
- Adults and teens 13 years old and older with a James Kennedy Public Library card are eligible to participate.
- The winter library program will run thru February 28 and bingos may be submitted until March 8.



February 2018: Love My Library Giving Tree Fundraiser Continues!

Do you “Love Your Library”? Then consider participating in this annual fundraising activity that will improve the collection and services the library is able to offer.

- Library staff have identified books and materials, furnishings, equipment, programs, supplies, and more that the library needs.
- 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 or book plate acknowledging the donation and the donor will be the first to check it out.
- Some items are listed on the bulletin board in the entry to the library and 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).
- Not finding something you want to “love”? Bring your ideas to a librarian!



Friday, February 1: Build-A-Basket Fundraiser begins

It is time for the JKPL 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 by March 10. The baskets will be auctioned off in a silent auction that runs March 11 to April 7. The library will provide you an empty basket if you need one. All funds raised are used to support library programs, collections, and services.



February 1—28: Color Me Happy @ Your Library. Stop in the library anytime during the month of February to participate in this fun and relaxing program for all ages. The library will provide coloring pages, colored pencils and markers and you provide your talent! Materials will be available to pick up at the front desk or in the Creation Station and you can take them anywhere in the library to color. When you are finished, bring them back to the desk. Completed pages will be displayed in the library. All participants will have their name entered into a drawing to win a JKPL Family Coloring Book, which is also available to purchase for \$5.00.



February 1—28: Get Puzzled @ Your Library. Stop in the library this month to help us put together a new jigsaw puzzle. This month’s puzzle is *Friends in Winter*. The puzzle is located on the table under the skylight and everyone is welcome to add a piece or two or more! Everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle.

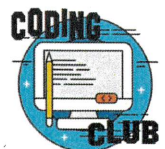
Fridays February 1, 8, 15, & 22: Card and Game Party from 1:00—3:30 pm. Join us Friday afternoons in February for cards, games and snacks! Come meet, teach, and play with other players. Refreshments provided.



Saturday, February 2: Coding Club @ 10:00 am

Join the Western Dubuque High School Programming Club for three sessions to see how easy it is to get started with coding.

- Sessions include a short presentation then step-by-step instruction on design of a simple application.
- Sessions will be held on Saturdays, February 2, March 2, and April 6 at 10:00 am.
- Participants are welcome to bring their own computer, tablet or other device. Otherwise the library will provide on a first come, first serve basis.
- This program is recommended for ages 12 and up. Younger participants are welcome if accompanied by an adult or older sibling.
- Additional sessions may be added if there is interest.



Saturday, February 2: Scrabble© Tile Coasters DIY @ 11:00 am

Come make a pair of wooden 4x4 inch square coasters from Scrabble© tiles. Coasters, cork backings, and tiles will be provided by the library. Each participant will take home 1 pair (2 individual) coasters. Cost is \$5 per person to cover craft supplies. Registration required as class is limited to 10 participants and payment is due at registration. For ages 14 and up.



Saturday, February 2: Family Movies @ Your Library presents "WALL-E" @ 2:00 pm. WALL-E, a robot left behind to clean up Earth after the humans have left, discovers another robot and the two become friends, but when a spaceship arrives to take his new friend away, WALL-E sets off on an adventure across the galaxy to save her. Rated G. (98 min.)

Sunday, February 3: Doodle Off! @ 2:00 pm

Show off your skills in the fine field of doodling! Participants will face off in a series of rounds where they will be given a random topic to doodle and given only one minute to make their drawing. A judge will pick their favorites to move on to the next round. The winner of the event will earn a gift card. For ages 12 and up. Registration is requested. This event is sponsored by TACKL.



Monday, February 4: 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 2019 All Iowa Reads book *This Blessed Earth: A Year in the Life of an American Family Farm* by Ted Genoways. 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.

Monday, February 4: Lifelong Learners @ 6:30 pm

Are you a creative or imaginative person looking for a group to share your passions with? Are you looking for encouragement, new ideas, or like-minded companions? Consider joining this monthly gathering for imaginative people who can learn from, and feed off each other's creativity. Participants are encouraged to bring books they are reading or things they are currently working on - whether that is a painting, a scrapbook, or a poem - and will have the opportunity to share with the group. There will also be a "swap" table for items participants no longer need. Facilitated by volunteers Mary Kenyon and Sue Engelbrecht, this group meets on the 1st Monday of each month at 6:30 pm and is open to ages 17 and up. Registration encouraged but not required.



Tuesdays and Thursdays, February 5—28: Strength Training for Older Adults at 10:00 am. Older adults of any age and fitness level are participating in this 12 week exercise program made possible by a partnership between the Geri-Fit® Company and the James Kennedy Public Library. This series of classes runs January 15—April 4. Participants must already be registered in order to attend. If there is interest, additional sessions will be offered in the future.



Tuesday, February 5: 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, February 6, 13, 20, & 27: Story Time @ 9:30 am & 6:30 pm. Parents and caregivers are encouraged to sign up and bring their preschoolers to the Spring 2019 sessions of Preschool Story Time. Story Time is open to 3, 4 and 5 year olds who have not been in Kindergarten. Programs will run February 6 through April 24. Registration is required as space is limited.



Wednesdays, February 6, 13, 20, & 27: Wee Read @ 10:30 am. Parents and caregivers are encouraged to sign up and bring their preschoolers to the Spring 2019 sessions of Wee Read. Wee Read is for children under 3 and their caregiver. Programs will run February 6 through April 24. Registration is required as space is limited.



Wednesdays, February 6, 13, 20 & 27: Sit and Stitch from 1:00—3:00 pm. Bring your hobby or craft and join other crafters for lots of laughs, food, great company and experienced help at this weekly gathering. New members are welcome to join at any time.

Wednesdays, February 6, 13, & 20: Crazy 8s Math Club: 3rd-5th Grade @ 4:30 pm

Join the James Kennedy Public Library and Bedtime Math for Crazy 8s Math Club, where you will build stuff, run and jump, make music and make a mess! It is a totally new kind of recreational math club that is not homework, homework help, tutoring or TAG.

- This session is for 3rd-5th graders.
- This session meets at 4:30 pm on Wednesdays for 8 sessions from February 6—April 3. ****NOTE: There will be no session on February 27.**
- Each meeting will last 1 hour.
- Registration is required and is for the entire 8 sessions. Registration is limited to 16 participants.



Thursdays, February 7, 14, and 21: Crazy 8s Math Club: K-2nd Grade @ 4:30 pm

Join the James Kennedy Public Library and Bedtime Math for Crazy 8s Math Club, where you will build stuff, run and jump, make music and make a mess! It is a totally new kind of recreational math club that is not homework, homework help, tutoring or TAG.

- This session is for K-2nd graders.
- This session meets at 4:30 pm on Thursdays for 8 sessions from February 7—April 4. ****NOTE: There will be no session on February 28.**
- Each meeting will last 1 hour.
- Registration is required and is for the entire 8 sessions. Registration is limited to 16 participants.



Friday, February 8: Building Creativity One Block at a Time: a LEGO® program from 3:30—5:00 pm. This month's theme is "Valentine's Day". 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 series at the library sponsored by DuTrac Community Credit Union.



Saturday, February 9: Math and Gaming in Dungeons & Dragons @ 2:00 pm

Join Dr. Jacob Heinrich from Loras College as we look at using probability to design characters in Dungeons & Dragons that can get things done. We'll focus on the rules of D&D 5th edition; but the math involved can be applied to all editions as well as other role playing games. This program is intended for ages 10 and up, but younger children can attend if they have an adult present to help with the math involved.



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 *A Dinner to Die For, Murder is served, ... Or How the 'Summer of Love' Became the Winter of Discotheques*. This time, they're doin' it in the sixties... Fun, laughs...a girls group...a black panther... an enormous southern Senator...The perfect 60's housewife...brownies...we'll take you to the moon with dinner and fun!



- Cost is \$50 per person or a table of 8 for \$350.
- This event will be held at the Dyersville Golf & Country Club
- Doors open at 5:30 pm and the show starts at 6:30 pm.
- The meal, catered by J&D Mart, includes Caesar salad, beef brisket, parmesan peppercorn chicken, parsley red potatoes, green beans almondine, roll, milk and coffee. A vegetarian option is available if requested when tickets are purchased.
- Dessert is provided by First Avenue Bakery.
- **Seating is limited and Last date to purchase tickets is February 4*******
- Snow date is February 16.

Monday, February 11: Book Flicks @ Your Library presents "The Hate U Give" @ 6:30 pm. Starr witnesses the fatal shooting of her childhood best friend Khalil at the hands of a police officer. Now, facing pressure from all sides of the community, Starr must find her voice and stand up for what's right. Based on the book by Angie Thomas. Rated PG-13. (135 min.)

Tuesday, February 12: 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 *The Hope of Refuge* by Cindy Woodsmall. Copies of each book are available to borrow from the library.

Friday, February 15: Coffee and Creating @ Your Library from 9:30—11:30 am. Come enjoy coloring, crafting, creating, chatting and enjoying coffee or other morning beverages in the library's Creation Station on the third Friday of each month. The library provides miscellaneous coloring and craft supplies along with coffee and the makings for other hot beverages. No registration needed. Participants are welcome to come and go as time allows. This program is open to adults 18 and older.



Friday and Saturday, February 15 & 16: Teddy Bear Sleepover & Pajama Storytime

What would your favorite stuffed animal do if left alone at the library all night? We will find out at our midwinter Teddy Bear Sleepover! Kids of all ages are invited to bring their teddy bear or other stuffed animal to the library, leave them overnight, and then come back the next day to see what they got up to when no one was looking. (rescheduled from January)

- Stuffed animals may be dropped off in the Hoffman Community Room on Friday, February 15 anytime from 3:00—6:00 pm (the library itself closes at 5:00 pm).
- Kids can come back Saturday morning at 9:30 am for a pajama story time with donuts, and to pick up their stuffed animal friend.
- Each animal will return home with a photographic journal of their library hijinks.



Saturday, February 16: Family Movies @ Your Library presents "Wild Hearts Can't Be Broken" @ 2:00 pm. Thrilled by a performance she sees at a fair, young Sonora tries to land a spot as a daredevil who rides horses off of high dives. Rated G. (93 min.)

Saturday, February 16: 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, February 17: Book Tasting for Adults @ 2:00 pm

Are you hungry for a good book? Join us for this fun 'book tasting' event where you can sample some of the best books published in 2018! Books available to "taste" will be selected from the Best Books lists created by various organizations. Refreshments provided, including mulled wine and hot spiced cider. (Rescheduled from January)



Monday, February 18: Books for Lunch Movie presentation of "First Man" @ 12:00 noon. A look at the life of the astronaut, Neil Armstrong, and the legendary space mission that led him to become the first man to walk on the Moon. Rated PG-13 (140 min.)

Monday, February 18: Cricut with Christopher for St. Patrick's Day Decorations @ 6:30 pm

Come learn about the Cricut Maker from local expert Lisa Christopher and make a special shamrock project for St. Patrick's Day. Participants should be 14 or older. Children 8 and up are welcome if accompanied by an adult.



Monday, February 18: 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, February 19: Adulting Class: Cooking with Becca Miller @ 6:30 pm

Being an adult means that you have to know certain skills that are often taught the hard way. The library is holding a series of adulting classes to help you learn those skills from local experts! In this first session, local restaurant owner Becca Miller will teach some basic cooking recipes anyone can make. Got an idea for a session topic? Let us know! For ages 13 and up. Registration is recommended as the class is limited to 15 due to space and supplies.



Thursday, February 21: 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 *Wonderstruck* by Brian Selznick. Copies of each book are available to borrow from the library. Registration requested. Snacks provided.

Friday, February 22: Final Friday Tech featuring Microsoft Office from 3:00—5:00 pm. Final Friday Tech is held on the last Friday of each month. This month's topic is how to use Microsoft Office. Come in with your questions about how to use Office, Excel, Publisher and more. Other technology questions are welcome as well. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one.



Friday, February 22: Game Night @ Your Library @ 6:00 pm. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! Game night is held on the 4th Friday of every month. All ages welcome.

Saturday, February 23: Beginning Editing and Publishing from 10:30 am—3:30 pm.

Are you a writer looking for what to do next? Did you participate in NaNoWriMo and now want to work on editing and publishing? This program is just for you! The morning session with Jane DeShaw will focus on how to get started with editing your work. In the afternoon, Mary Kenyon will talk about getting published. Come to one or both sessions. Bring a bag lunch and plan to stay all day. Beverages and snacks provided. Registration requested as space is limited. Walk-ins welcome if space allows.



Sunday, February 24: Mini Golf @ Your Library

Come to the library for this special two-part event. For one day only, we'll turn the library into a mini-golf course!



Making Your Library into a Miniature Golf Course from 2:00—4:00 pm

Everyone is invited to come and help turn the library into a miniature golf course. Participants may work individually or in teams to create one hole.

- Challenge your creativity to turn plastic cups, blocks, boxes, books, stuffed animals, and more into obstacles.
- Bring your own supplies or use what the library has available.
- Participants will design their hole from 2:00—4:00 pm and set it up in the library by 5:00 pm.
- Winning design will receive \$50.00 in Dyersville Dollars. Winners selected by golfers who vote during the 5:00—8:00pm event.
- Registration is requested but not required. Walk-ins welcome if space allows (only 9 holes will be constructed).
- All ages welcome but those under age 10 must be accompanied by an adult.

Miniature Golf from 5:00—8:00 pm

Come in and tee off between the stacks and navigate our obstacles. Golfers will vote for their favorite hole. All ages welcome but those under age 6 must be accompanied by an adult. Join us for fun, refreshments and door prizes!

Monday, February 25: Strings Club @ 6:00 pm. Do you have a ukulele, guitar or other string instrument that you would like to play more often? Do you want to grow your skills by jamming with others? Join this new monthly club facilitated by Sue Engelbrecht and Gary Bramel. Teen and adult musicians of all skill levels welcome. NOTE: This is not a class but a jam session so participants should know basic chords. Registration requested. Walk-ins welcome as space allows.



Tuesday, February 26: Internet Safety Class @ 6:30 pm. As part of national Safer Internet Day, the library will be hosting a class on basic methods you can use to protect yourself on the internet. This session will cover information on basic programs, what to avoid, and potential fixes for problems. Refreshments provided.



Thursday, February 28: Let's Talk @ 6:30 pm. Do you want to talk about the books you are reading but not have to read a specific book? Then this book club is for you! Mark your calendars for the 4th Thursday of each month and come hear about what others are reading or share your favorites. If time and interest allows, library staff will "book talk" a few of their favorites. Refreshments provided.

February 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Love My Library Fundraiser continues February 1-28	Build-A-Basket Fundraiser begins February 1	Warm-Up Winter Challenge continues February 1-28	Color Me Happy February 1-28	Get Puzzled @ Your Library February 1-28	Card & Game Party from 1-3:30pm	Coding Club @ 10am Scrabble© Tile Coasters DIY @ 11am WALL-E (G) @ 2pm
3 Doodle Off @ 2pm	4 Books for Lunch @ 12 noon Lifelong Learners @ 6:30pm	5 Strength Training @ 10am Dungeons & Dragons @ 6pm	6 Story Time @ 9:30am & 6:30 pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm Crazy 8s: 3rd-5th @ 4:30pm	7 Strength Training @ 10am Crazy 8s: K-2nd @ 4:30pm	8 LEGOS® from 3:30-5pm Card & Game Party from 1-3:30pm	9 Math and Gaming in D&D @ 2pm Mystery Dinner Theatre @ 6:30pm
10	11 <i>The Hate U Give</i> (PG-13) @ 6:30pm	12 Strength Training @ 10am A Novel Approach to Faith @ 7pm	13 Story Time @ 9:30am & 6:30 pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm Crazy 8s: 3rd-5th @ 4:30pm	14 Strength Training @ 10am Crazy 8s: K-2nd @ 4:30pm	15 Coffee & Creating from 9:30-11:30am Card & Game Party from 1-3:30pm Teddy Bear Sleepover Drop-off from 3-6pm	16 Teddy Bear Pajama Storytime @ 9:30am <i>Wild Hearts Can't Be Broken</i> (G) @ 2pm Nerf War from 6-8pm
17 Book Tasting @ 2pm	18 <i>First Man</i> (PG-13) @ 12 noon JKPL Writing Group @ 6:30pm Cricut with Christopher @ 6:30pm	19 Strength Training @ 10am Adulting @ 6:30pm	20 Story Time @ 9:30am & 6:30 pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm Crazy 8s: 3rd-5th @ 4:30pm	21 Strength Training @ 10am Crazy 8s: K-2nd @ 4:30pm The BookEaters Book Club @ 6:30pm	22 Card & Game Party from 1-3:30pm Final Friday Tech from 3-5pm Game Night @ 6pm	23 Beginning Editing & Publishing from 10:30am-3:30pm
24 Making Your Library into a Mini Golf Course from 2-4pm Mini Golf from 5-8pm	25 String Club @ 6pm	26 Strength Training @ 10am Internet Safety Class @ 6:30pm	27 Story Time @ 9:30am & 6:30 pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm	28 Strength Training @ 10am Let's Talk @ 6:30pm		

UPCOMING EVENTS

Beginning Wood Carving Class Sundays, March 3 & 10 @ 1:00 pm

Members of the local Bear Creek Carving Club are offering a two-part beginning wood carving class at the library.

- The fee is \$35.00 per person and includes all equipment and materials.
- Participants may keep equipment for their personal use!
- No experience is needed; however students must be at least 12 years old.
- One parent or adult must be present in the class for anyone under the age of 16.
- A signed liability waiver is required of all participants.
- Registration is required as space is limited.

Kobolds Ate My Baby Role Playing Game Friday, March 1 @ 6:00 pm

Join us after-hours for Kobolds Ate My Baby, a role playing game with simple rules and lots of shenanigans. All ages and skill levels welcome. Refreshments will be provided.

Squishy Circuits Saturday, March 9 @ 10:00 am

Join us as we learn about circuits and electricity using Squishy Circuits! Squishy Circuits uses play-doh, some that is conductive and some that is insulative to learn about how electricity can move thru objects. For ages 10 and up.

Building Creativity One Block at a Time: a LEGO® program Saturday, March 16 from 2:45–4:30 pm

This month's theme is "Basketball game". 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 series at the library sponsored by DuTrac Community Credit Union. *Note: this program will begin at 2:45 pm or once the St. Patrick's Day parade has ended.*

Adulting Class: Finances with Don Kramer Tuesday, March 19 @ 6:30 pm

Being an adult means that you have to know certain skills that are often taught the hard way. The library is holding a series of adulting classes to help you learn those skills from local experts! In this second session, Don Kramer, local financial expert, will present tips and tricks for budgeting, talk about the importance of saving money, and give some basic advice for stock trading. For ages 13 and up.

Final Friday Tech featuring Internet Searches Friday, March 29 from 3:00–5:00 pm

Final Friday Tech is held on the last Friday of each month. This month's topic is how to use search engines on the internet. Come in and learn how to better use Google, Bing or your preferred search engine. Other technology questions are welcome as well. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one.

Creation Station S.T.E.A.M Festival Saturday, March 30 from 10:00 am–4:00 pm

Join us at this special event for all ages and discover some of the exciting activities you can try out at the library! There will be several different activities available throughout the day including making washu dominos, doodle bots, crafting with the Cricut, button making, sticker art, robotics, and more. Mark your calendar and plan to spend the day with us!

Let's Plant a Garden! Saturday, March 30 @ 10:00 am

Join us for this special 2 hour program with the ISU Extension and Outreach, Dubuque County where you will learn what to expect your first year of home gardening, how to create a garden plan for your space, and find out how much you can expect the garden to cost your first year (and what your food savings will be!).

- This program is for adults but teens are welcome. Children who have not yet started 8th grade may attend with a parent.
- Registration is requested by March 27 to ensure enough supplies are on hand.
- A minimum of 8 participants is required to hold this class.

Want to stay current on all that is going on at the library? Here's how:

- *Sign up for our weekly email newsletter
- *Like us on Facebook
- *Follow us on Twitter @dyersvillelib
- *Follow us on Instagram: jameskennedylibrary
- *Follow us on Goodreads



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Upcoming Events - March 2019 and Beyond

March 1 - 15: Build-A-Basket Fundraiser continues! There is still time for you to create and donate a basket to support this annual library fundraiser! Create your basket and donate it to the library by mid-March. The baskets will be auctioned off in a silent auction that runs March 11 to April 7. The library will provide you an empty basket if you need one! All funds raised are used to support library programs, collections, and services.

March 1-31: Get Puzzled @ Your Library. Stop in the library this month to help us put together a new jigsaw puzzle. This month's puzzle is *State Birds and Flowers*. The puzzle is located on the table under the skylight and everyone is welcome to add a piece or two or more! Everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle.

Friday, March 1: Kobolds Ate My Baby Role Playing Game @ 6:00 pm. Join us after-hours for *Kobolds Ate My Baby*, a role playing game with simple rules and lots of shenanigans. All ages and skill levels welcome. Refreshments will be provided.

Fridays, March 1, 8, 15, & 22, & 29: Card & Game Party from 1:00-3:30 pm. Join us Friday afternoons in March for cards, games and snacks! Come meet, teach, and play with other card and game players. Bring your favorite deck of cards or game if you have one. Refreshments provided.

Saturday, March 2: Family Movies @ Your Library @ 2:00 pm. Movie to be decided.

Saturday, March 2: Coding Club @ 10:00 am. Join the Western Dubuque High School Programming Club for three sessions to see how easy it is to get started with coding. Sessions include a short presentation then step-by-step instruction on design of a simple application. Sessions will be held on March 2 and April 6 at 10:00 am. Participants are welcome to bring their own computer, tablet or other device. Otherwise the library will provide on a first come, first serve basis. This program is recommended for ages 12 and up. Younger participants are welcome if accompanied by an adult or older sibling. Additional sessions may be added if there is interest.

Sundays, March 3 & 10: Beginning Wood Carving Class @ 1:00 pm. Members of the local Bear Creek Carving Club are offering a two-part beginning wood carving class at the library. The fee is \$35.00 per person and includes all equipment and materials. Participants may keep equipment for their personal use! No experience is needed; however students must be at least 12 years old. One parent or adult must be present in the class for anyone under the age of 16. A signed liability waiver is required of all participants. Registration is required as space is limited.

Monday, March 4: 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 *Educated* by Tara Westover. 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.

Monday, March 4: Lifelong Learners @ 6:30 pm. Are you a creative or imaginative person looking for a group to share your passions with? Consider joining this monthly gathering for imaginative people who can learn from, and feed off each other's creativity. Participants are encouraged to bring books they are

reading or things they are currently working on to share with the group. There will also be a "swap" table for items participants no longer need. Facilitated by volunteers Mary Kenyon and Sue Engelbrecht, this group meets on the 1st Monday of each month at 6:30 pm and is open to ages 17 and up. Registration encouraged but not required.

Tuesdays and Thursdays, March 5 - 28: Strength Training for Older Adults at 10:00 am. Older adults of any age and fitness level are participating in this 12 week exercise program made possible by a partnership between the Geri-Fit® Company and the James Kennedy Public Library. This series of classes runs until April 4. Participants must already be registered in order to attend. If there is interest, additional sessions may be offered in the future.

Tuesday, March 5: 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, March 6, 13, 20 & 27: Sit and Stitch from 1:00-3:00 pm. Bring your hobby or craft and join other crafters for lots of laughs, food, great company and experienced help at this weekly gathering. New members are welcome to join at any time.

Saturday, March 9: Squishy Circuits @ 10:00 am. Join us as we learn about circuits and electricity using Squishy Circuits! Squishy Circuits uses play-doh, some that is conductive and some that insulates to learn about how electricity can move thru objects! For ages 10 and up.

Monday, March 11: Book Flicks @ Your Library movie presentation. Title to be decided.

Monday, March 11: Build-A-Basket Fundraiser Silent Auction Begins. Join us for the 7th Annual Build-A-Basket Fundraiser! Organizations, businesses, and individuals have donated some amazing baskets again this year. Photos and descriptions of the baskets will be posted on the library website at www.dyersville.lib.ia.us. so be sure to check there or stop in the library to see all of the different possibilities. The silent auction starts March 11 and ends promptly at 3:00 pm on Sunday, April 7. All proceeds will be used to support library services and collections.

Tuesday, March 12: 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 *Taken* by Dee Henderson. Copies of each book are available to borrow from the library.

Friday, March 15: Coffee and Creating @ Your Library from 9:30 - 11:30 am. Come enjoy coloring, crafting, creating, chatting and enjoying coffee or other morning beverages in the library's Creation Station on the third Friday of each month. The library provides coloring and craft supplies along with coffee and the makings for other hot beverages. Join us this month for some special St. Patrick's Day themed activities. No registration needed. Participants are welcome to come and go as time allows. This program is open to adults 18 and older.

Saturday, March 16: St. Patrick's Day parade @ 1:00 pm

Saturday, March 16: Building Creativity One Block at a Time: a LEGO® program from 2:45 pm (or following the end of the parade) to 4:30 pm. This month's theme is "Basketball game". 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 series 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. Note: this program will begin once the St. Patrick's Day parade has ended.

Sunday, March 17: Memories and History of Mt. Hope Cemetery (Dyersville, IA) from 1:30 pm to 3 pm. Join us for this fascinating history of Mt. Hope Cemetery – the oldest cemetery in Dyersville. Dave Kramer, President of the Mt. Hope Cemetery Board and former Director of Kramer Funeral Home will share a PowerPoint presentation and answer questions. Refreshments provided.

Monday, March 18: Books for Lunch Movie presentation of "A Star is Born" @ 12:00 noon. A boozing rock star's career falls while his unknown lover's begins to rise. Join us for a showing of the Barbra Streisand / Kris Kristopherson version and then come on Sunday to see the new one! Rated R. (139 min.)

Monday, March 18: 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.

Monday, March 18: Cricut with Christopher @ 6:30 pm. Come learn about the Cricut Maker from local expert Lisa Christopher and make a special project (to be determined). Participants should be 14 or older. Children 8 and up welcome is accompanied by an adult.

Tuesday, March 19: Adulting Class: Finances with Don Kramer @ 6:30 pm. Being an adult means that you have to know certain skills that are often taught the hard way. The library is holding a series of adulting classes to help you learn those skills from local experts! In this second session, Don Kramer, local financial expert, will present tips and tricks for budgeting, talk about the importance of saving money, and give some basic advice for stock trading. For ages 13 and up.

Thursday, March 21: 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 *North of Nowhere* by Liz Kessler. Copies of each book are available to borrow from the library. Registration requested. Snacks provided.

Friday, March 22: Game Night @ Your Library @ 6:00 pm. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! Game night is held on the 4th Friday of every month. All ages welcome.

Saturday, March 23: Doodle Off! @ 2:00 pm. Show off your skills in the fine field of doodling! Participants will face off in a series of rounds where they will be given a random topic to doodle and

given only one minute to make their drawing. A judge will pick their favorites to move on to the next round. The winner of the event will earn a gift card. For ages 12 and up. Registration is requested. This event is sponsored by TACKL.

Sunday, March 24: Sunday Movies @ Your Library presents "A Star is Born" @ 2:00 pm. A musician helps a young singer find fame, even as age and alcoholism send his own career into a downward spiral. This is the 2018 version. Rated R (135 min.)

Monday, March 25: Strings Club @ 6:00 pm. Do you have a ukulele, guitar or other string instrument that you would like to play more often? Do you want to grow your skills by jamming with others? Join this new monthly club facilitated by Sue Engelbrecht and Gary Bramel. Teen and adult musicians of all skill levels welcome. NOTE: This is not a class but a jam session so participants should know basic chords. Registration requested. Walk-ins welcome as space allows.

Thursday, March 28: Let's Talk @ 6:30 pm. Are you interested in socializing with other readers? Do you want to talk about what you are reading but 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! Come to share, talk, and just have fun! This program is for adults but teens are welcome if accompanied by a parent. Refreshments provided. Registration encouraged but not required.

Friday, March 29: Final Friday Tech featuring Internet Searches from 3:00—5:00 pm. Final Friday Tech is held on the last Friday of each month. This month's topic is how to use search engines on the internet. Come in and learn how to better use Google, Bing or your preferred search engine. Other technology questions are welcome as well. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one.

Saturday, March 30: Let's Plant a Garden! @ 10:00 am. Ready to get outside? Starting a garden is a great reason to get moving outdoors again! Learn what to expect your first year of home gardening, create a garden plan for your space, and find out how much you can expect the garden to cost your first year (and what your food savings will be!) at this special 2 hour program. You will also have a chance to start seeds to transplant and take home. This program is for adults but teens are welcome. Children who have not yet started 8th grade may attend with a parent. Registration is requested to ensure enough supplies are on hand and a minimum of 8 participants is required. Walk ins welcome if space allows. Please call or stop in the library before March 27 to sign up. This program is made possible by a partnership with the ISU Extension and Outreach, Dubuque County.

Saturday, March 30: Creation Station S.T.E.A.M Festival from 10:00 am to 4:00 pm. Join us at this special event for all ages and discover some of the exciting activities you can try out at the library! There will be several different activities available throughout the day including making washi dominos, doodle bots, crafting with the Cricut, upcycling greeting cards, button making, sticker art, robotics, and more. Join us for door prizes, refreshments and more! Watch for more details for this fun event for all ages!

Money Smart Week will be March 30 through April 6, 2019. Money Smart Week is a national initiative in its seventh year designed to provide financial literacy programming to help members of your community better manage their personal finances. Watch for event details.

April is D.E.A.R. (Drop Everything And Read) Month! D.E.A.R. is a month long celebration of children's author Beverly Cleary, her timeless stories, and the joy of reading. Event details to be announced.

April is National Financial Literacy Month. Event details to be decided.

Monday, April 1 - 30: Yard Sign Fundraiser! To celebrate National Library Week, April 7-13, and raise money to support the library's services and collections, the James Kennedy Public Library is selling yard signs that say "I Love My Library" during the month of April. Signs are 18" x 24", vinyl, reusable, come with a ground stake and are \$10.00 each. Already have one of these signs? Now's the time to put it up. Put a sign in your yard and let everyone know you love the library!

April 1-30: Get Puzzled @ Your Library. Stop in the library this month to help us put together a new jigsaw puzzle. This month's puzzle is NLW themed. The puzzle is located on the table under the skylight and everyone is welcome to add a piece or two or more. Everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle!

Monday, April 1: Book Flicks @ Your Library presents "If Beale Street Could Talk" @ 6:30 pm. Rated PG-13. (108 min.)

Sunday, April 7: Build-A-Basket Fundraiser Closing Reception from 2:00-4:00 pm. Join us for refreshments and one last chance to bid on the baskets donated to the library for the Build-a-Basket Fundraiser!

Sunday, April 7: Sunday Movies @ Your Library presents "On The Basis of Sex" @ 2:00 pm. The true story of Ruth Bader Ginsburg, her struggles for equal rights, and the early cases of a historic career that lead to her nomination and confirmation as U.S. Supreme Court Associate Justice. Rated PG-13. (120 min.)

Celebrate National Library Week April 7-13, 2019 with the theme "Libraries = Strong Communities." Events for this week to be decided.

Sunday, April 7 through Saturday, April 13: St. Francis Xavier Student Art Show. The James Kennedy Public Library is pleased to display the artwork of St. Francis Xavier Elementary Grade School students at the library from April 7 through April 13. Stop in anytime to enjoy the artworks created by the students. Everyone welcome. There will be a special reception on Thursday, April 11 from 5:00 to 8:00 pm for the students displaying their artwork, their families, and anyone who wants to come view the artwork and offer their support. Refreshments provided.

Thursday, April 11: St. Francis Xavier Student Art Show Reception from 5:00-8:00 pm. Join us for this special reception for the St. Francis Xavier Elementary Grade School students who are displaying their artwork in the library. Everyone is welcome to come view the artwork and offer their support. Refreshments provided.

Saturday, April 13: Break-In Box from 2:00-4:00 pm. Are you a fan of puzzles? Like working with a group to figure out passcodes and the locations of keys? The library will be hosting a Break-In box, where participants need to figure out how to remove a series of locks from a box to get to the prize inside!

Interested participants need to sign up for a 5:00, 5:45 or 6:30 pm session. Each session is limited to 5 people. For ages 13-18 only. Snacks will be provided. This program is sponsored by TACKL.

Tuesday, April 16: Adulting Class: House Hunting with Carol Ruden @ 6:30 pm. Being an adult means that you have to know certain skills that are often taught the hard way. The library is holding a series of adulting classes to help you learn those skills from local experts! In this third session, local real estate agent Carol Ruden will discuss what to look for and the questions you should ask while house hunting. For ages 13 and up.

Saturday, April 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, April 21: Library closed for Easter

Friday, April 26: Final Friday Tech featuring Google Chrome from 3:00—5:00 pm. Final Friday Tech is held on the last Friday of each month. This month's topic is internet searching using Google Chrome. Other technology questions are welcome as well. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one.

Friday, April 26: Wine and Beer Tasting Fundraiser at Brew & Brew from 5:00—8:00 pm. The National Library Week Wine and Beer Tasting Fundraiser supporting the James Kennedy Public Library is back! Join us at Brew & Brew in downtown Dyersville for wine and beer tasting from area wineries and breweries including: O So Good Winery, Franklin Street Brewing Company, Textile Brewing, and more! Tickets are \$20 in advance or at the door. Tickets are available at the library or Brew & Brew after April 2. Appetizers, a commemorative glass, door prizes and a 50/50 raffle are also part of this fun event. Proceeds from the fundraiser will be used to support the library's collections and services.

Sunday, April 28: Spring Tea from 2:00-3:30 pm. Bring your mother, sister, aunt, daughter, husband, or friend to the annual Spring Tea. Enjoy delicious tea, scrumptious tea sandwiches and delicate homemade cookies served on real china. Lemonade will be provided for the non-tea drinkers. All ages welcome but children under the age of 10 require an adult companion. New this year - you are encouraged to wear a hat. Sponsored by the Senior Advisory Committee.

May 4, 2019 - Star Wars Day / Event (May the force be with you) – Details to be decided.

Sunday, May 12: Library closed for Mother's Day

Monday, May 13 - 21: Western Dubuque Schools Student Art Show. The James Kennedy Public Library is pleased to display the artwork of Western Dubuque K-12 students at the library from May 13-21. Stop in anytime the library is open to view the works of these talented students! Also, join us Monday, May 20 from 4:30-6:30 pm for a special reception for the students displaying their artwork, their families, and anyone who wants to come view the artwork and offer their support. Refreshments provided.

Wednesday, May 15: Children's Book Week Celebration & 1000 Books Before Kindergarten Awards Ceremony from 4:00-7:00 pm. Join us after school for a come-and-go cookie reception for Children's Book Week. There will be a display of new children's books, cookies, punch, and door prizes from 4:00-6:30 pm. At 6:30 pm we will have a short story time featuring new picture books and conclude with the spring 1000 Books Before Kindergarten Awards Ceremony. All ages welcome. 1000 Books Before Kindergarten is funded by a grant from the Dubuque Racing Association and the Friends of the James Kennedy Public Library.

Saturday, May 18: Plant Sale Fundraiser @ Your Library from 8:00 to 10:00 am. Spring is here and many of us are thinking about changing or improving our yards, lawns, or gardens. Are you looking to add some new plants? Or do you have some things that need to be thinned out? This JKPL spring fundraiser might be the solution to both of these problems! Join us in the city parking lot next to the library on Saturday, May 18 to select and purchase plants and flowers donated by committee and community members. If you have plants you would like to donate, please contact the library by May 17 to make arrangements to bring them in. Plants of all kinds, including indoor plants, are welcome. All proceeds will be used to support library collections and services.

Public Works Week - May 19-25! The JKPL will partner with the Dyersville Public Works Department to celebrate this week. Details to be determined.

Monday, May 20: Western Dubuque Schools Student Art Show Reception from 4:30-6:30 pm. The James Kennedy Public Library is pleased to display the artwork of Western Dubuque K-12 students at the library from May 13-21. Join us for this special reception for the students displaying their artwork, their families, and anyone who wants to come view the artwork and offer their support. Refreshments provided.

Sunday, May 26 & Monday, May 27: Library closed for Memorial Day

2019 Summer Library Program - theme is "A Universe of Stories" . Dates, details and programs for all ages to be confirmed.

June - August (weekdays): Lunch at the Library @ 11:30 am. The JKPL will be an open host site providing free meals for children age 18 and under during the summer break from school. There are no income guidelines, all children welcome! Meals will be served from 11:30 am to 12:00 noon every weekday EXCEPT the week of July 2-6. Meals will not be served on July 4 or 5. Adults may purchase a meal for \$4.00 if sufficient quantities are available. Families are encouraged to contact the library at 563-875-8912 with questions. Advanced reservations are NOT required. Programs and activities for children may be offered before or after the meals. For more information on summer menus, meal times and locations please visit <http://www.wdbqschools.org/FoodNutrition.aspx>. This institution is an equal opportunity provider. Dates to be finalized when school schedule is adjusted.

Wednesday, July 3: Library closes at 5pm; Thursday, July 4: Library closed for Independence Day holiday

Monday, September 1: Library closed for Labor Day

Notes for Wednesday, February 6, 2019 Fundraising Committee Meeting

The Fundraising Committee of the JKPL met on Wednesday, February 6, 2019 at 5:15 pm. Present were Chairperson Mary Jane Meade, members Brenda Ingles and Catherine O’Hea, and Library Director Shirley Vonderhaar. Karen Kramer was excused.

Soup Supper: The annual Soup Super was held on Thursday, January 17, 2019 from 4:30 to 7:30 pm. Proceeds were \$645.00, compared to \$434 for 2018. Jolene sold 50/50 raffle tickets. Proceeds from that was \$116.50. The raffle winner donated back ½ of her winners to the Love My Library campaign. Overall, this was a very success event. We will likely need supplies for the 2020 supper but will evaluate that in the fall.

Love My Library: This event started January 17 and runs until February 28. Letters were sent to Chamber members using the directory and information provided by Karen, and past donors. The bulk mailing went out on 1/25/19. As of the committee meeting, approximately \$1500 has been donated to this campaign.

Mystery Dinner: This event is scheduled for February 9 at the Dyersville Golf and Country Club. Ticket sales were slow, possibly because of the weather but we did sell 49 tickets (and gave 2 away via the radio station). Our breakeven point is 30 so we should make a reasonable profit.

Build-a-Basket: This event started February 1 with silent auction to run March 11 to April 7. Shirley reported that TOMY has called and has a basket to be picked up and she has several donated items in her office to be put into baskets. Shirley will be out of town on April 7 so library staff with work with the committee to facilitate the ending open house.

Wine and Beer Tasting: This event is scheduled for Friday, April 26 from 5 to 8 pm. Shirley has contacted Textile Brewing Company (Dyersville), Franklin Street Brewery (Manchester), and O So Good Winery (Dyersville), and they have all agreed to participate. The committee agreed that we should look for vendors that are independent or haven’t participated recently first so Shirley will contact the 3 breweries in Dubuque to see if any of them is interested and then contact 7G Distributing if we don’t have 3 beer vendors. For the wineries, she will contact those that haven’t been able to participate recently first before reaching out to others. The goal is to have 3 vendors for each product.

We will need to purchase commemorative glasses for this year’s event. Shirley is looking at a new vendor that might be a bit more expensive but seems to be more responsive. The committee looked at various glasses on the website but ultimately decided to have Shirley request some samples and make a decision. We will be looking at a stemless wineglass or a beer glass of some kind.

Shirley will check with Jolene P-T to see if she is available to sell the playing cards as a 50/50 raffle again this year. For decorations, we will ask Lisa Christopher if she is willing to share her talents and put something together for us again this year. We will have similar appetizers to last year: meat and cheese tray (donated by Fareway), meatballs (donated by Brenda) spinach dip (donated by Mary Jane and Shirley), mini cupcakes (donated by Brew and Brew), and pub mix on the tables. It was noted that last year we ran low on food so we will want to plan accordingly. A final menu and donations will be discussed at the next committee meeting. The committee agreed to keep the price the same at \$20 in advance and at the door.

Plant Sale Fundraiser: Scheduled for May 4. No action needed at this time beyond encouraging people to think about plants they might have that need thinning or new homes. Shirley reported that Sue E. is planning to donate aloe plants.

Selling Candy at the Library: Catherine shared some information she had gathered about the cost to purchase items at Sam's Club and the potential revenue. The committee decided that Shirley should purchase a couple different variety pack options (something chocolate, a trail mix of some kind and a chip bundle, and see how it goes. Prices will range from 50 cents to \$1.00, depending on product.

Partnering with Restaurants: Shirley mentioned that she would like to look at partnering with DQ Grill and Chill for an event when the weather is nice. Her thought is that we could take the pop-up library to their green space and market the library while DQ might do some kind of special and donation to the library. This has NOT been discussed with Melissa Otto so it is unknown if this is something they would be interested in. The committee will investigate this and other partnership options.

Greeting Cards: Shirley mentioned that a library on the listserv had reported that they were making cards and bookmarks with their Cricut machine and selling them as a fundraiser. Since the JKPL has a Cricut machine, she wondered whether this would be a potential fundraiser for the JKPL. The committee thought it was worth pursuing so Shirley will talk with Lisa Christopher, our Cricut expert, to see if she would be willing to make cards and / or bookmarks for us to sell.

Boutique Crawl: Mary Jane shared more information about what holding a Boutique Crawl as a fundraiser might entail. The library would partner with several boutiques in Dyersville, Manchester, Cascade, Edgewood, etc. and arrange for bus transportation along with lunch somewhere along the route. This would likely be a Saturday event. The boutiques would typically offer some kind of special or door prize. We will investigate this further and potentially look at offering this as a summer or fall event.

Next meeting is scheduled for Wednesday, March 6 at 5:15 pm.

Marketing Committee Meeting Minutes: January 15 and February 7 @ 5:30 pm

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Present: Pat Valant, Catherine O'Hea, Dawn Schrandt, Kalie Waterman (not present at the 2/7 meeting)

1. Creation Station

a. Signage:

At the January meeting the committee discussed ideas for the Creation Station signage and decided we liked the idea of using the Disney and Pixar font. Leading up to the February meeting, Pat presented 8 variations of the signage he had created for the Creation Station. The committee and Shirley narrowed it down to two via email. At the meeting, the committee then selected their favorite to present to the board for approval. The plan is to have the signage printed and hung before the Creation Station fair on March 30. The committee agreed that the sign should be about 5'x8' (flag size).

Library staff member Deb Gudenkauf has offered to donate \$100 towards the new signage. Kalie has a vendor that Victory Ford uses to print signage at a reasonable rate. Signage can also be double-sided, which the committee would like. Dawn and Shirley will work with the Public Works department to coordinate hanging the sign. Due to the ceiling heights, the only way the sign can be hung above the Creation Station area is using a lift which we will have to rent and then have a Public Works employee hang the sign.

2. St. Patrick's Day Parade: March 16, 2019 @ 1:30 pm.

a. Creation Station theme

The committee decided that Creation Station/STEAM would be a great theme for our parade float, particularly since the Creation Station Fair is two weeks later. Dawn asked Brian Menke to drive his truck in the parade for us and he has agreed. The committee plans on setting up three vignettes in the back of his truck showing people doing STEAM-related things. The three vignettes are: artist "painting" on an easel; person building LEGOS; person "working" on a robot. There will also be 5 walkers in the parade, in costume, handing out candy and buttons. The costumes will be: scientist; LEGO brick; and LEGO man.

b. Treats to toss out

The committee had originally had the idea that the items we hand out at the parade should coincide with the Creation Station/STEAM theme. After much discussion and price comparison we decided to hand out Tootsie Rolls and buttons as STEAM-related items cost more than we wanted to spend. The library is purchasing a button maker for the Creation Station so we are aiming to use it to create the buttons for the parade. Otherwise, Science and St. Patrick's Day themed buttons can be purchased (already made) for \$.12 per button.

c. Costumes/Supplies

Since we are doing something new this year, the costs for the parade are higher. Typically we spend \$100 on candy/supplies. These items are used up each year. However, since the handouts are specifically STEAM related; and the costumes and props we want to buy are items that can be re-used for other events; we feel the extra money is worthwhile. We want to spend \$287 on the parade this year. \$160 would be in handouts (candy/buttons) and \$127 for re-usable costumes and supplies. The committee questions if all \$287 needs to come out of the Marketing/Advertising budget (where St. Pat's parade items typically come from) or if some of the money can come from another line item or from other funds not assigned.

In good news, DuTrac Community Credit Union has agreed to purchase two LEGO brick costumes for us. They will sew the LEGO program logo on the side of each costume. The logo will be about 8" square. This saves us \$94.00. These costumes can be re-used at other events and programs.

3. Facebook Analytics

Paul Zurawski joined the meeting to discuss the boosting of Facebook ads and if the boosts are working for us. We all agreed that the boosts do seem to work most of the time. Pat also gave Paul some suggestions for how to target the audience for the boosts.

4. Radio interviews

The next upcoming library interview with KDST is January 21 and will be with the murder mystery troupe promoting the dinner fundraiser.

The committee did say the next two interview topics should be the Creation Station fair on March 30 and the wine tasting on April 27. Dawn will work with Shirley on scheduling the interview regarding the fair. Pat volunteered to do the interview regarding the wine tasting and would like to do it on April 22. He will schedule the interview. We also talked about if a radio interview should be done for National Library Week. This will be re-visited.

The committee discussed videotaping our radio interviews so they can be used by the library to promote our events on our own website and social media. Pat said that a Smartphone can be used to record the interviews. Pat & Kalie then suggested the library create a YouTube page so any and all videos the library makes can be posted on there and then shared through social media. Dawn will discuss with Shirley and Paul.

5. National Library Week – April 7-13

The theme for 2019 is *Libraries=Strong Communities*. In the past the library has hosted the annual wine and beer tasting this week as well as held a passive program. Shirley reached out to the committee for ideas for this week since the wine tasting is going to be held on April 26. The committee came up with four ideas with the top two favorites being:

1. Host a pop-up library somewhere in the community every day of this week.
2. Host a story walk downtown with each page of the book being displayed in the window of the businesses downtown. People would walk up from the library and read the book by stopping to look at each business' window.

The committee will discuss more at the March meeting.

6. The library officially opened its doors for service on September 11, 1959. Which makes 2019 our 60th anniversary. The committee will focus on planning something for this event after National Library Week in April is over.

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Notes from Policy Meeting held on January 31, 2019

Members of the JKPL Policy Committee met on Thursday, January 31, 2019 at 4:30 pm. Present were Joe Petsche, chairperson; members Mike Mullis and Sue Engelbrecht, and library director Shirley Vonderhaar.

In order to meet accreditation standards, four specific library policies have to have been reviewed and approved by the JKPL Board of Trustees at least once every three years – so have to have been reviewed since 2/2017. The JKPL has a couple of documents that need to be discussed and approved at the February 2019 Board meeting in order to meet this standard.

Constitution and Bylaws: The JKPL Constitution and Bylaws were last reviewed / revised in November of 2014. The committee is not recommending any changes in this document at this time but bringing it to the Board for discussion, review and approval.

Confidentiality Policy: The changes proposed to this policy reflect changes in the language of the legislation referenced, but no changed in the general content of the policy.

Collection development policy: This policy has been updated to include current statistics regarding library card holders, updating information about the reference collection, electronic collections, and similar adjustments due to changes in technology, as well as adding a section on the Creation Station / Active Learning collection. It has also been updated to clarify staff responsibilities for collection development if those are tied in with job descriptions

The Policy Committee scheduled a meeting for March 4, 2019 at 4:30 pm.

**CONSTITUTION AND BY-LAWS OF THE JAMES KENNEDY PUBLIC LIBRARY,
DYERSVILLE, IOWA**

Article I (Name)

The name of this organization shall be the James Kennedy Public Library – Dyersville, Iowa.

Article II (Purpose)

The object of this organization shall be to promote and improve library service to residents of Dyersville, and to all towns and county organizations who have contracts with the James Kennedy Public Library -- Dyersville, Iowa.

Article III (Members)

This free public library of the city shall be under the control and direction of the board of library trustees. The board shall consist of nine members who shall be appointed by the Mayor and with the approval of the Council. At least one and no more than two members may be nonresidents. As the terms of office of the board expire, the Mayor, with the approval of the Council shall appoint their successors, each of whom shall hold office until his successor is appointed and qualifies.

The term of office of any member shall commence on the first day of July of the year in which they are appointed. A term of office shall be for four (4) years. Vacancies occurring on the board through death, resignation, or permanent removal from the City or a contracting area shall be filled by the Mayor, with the approval of the Council, but such appointment shall be only for the remainder of the unexpired term.

Citizens and residents of the City of Dyersville, over the age of eighteen are alone eligible to membership on the board as resident trustees. The nonresident members of the board shall be citizens and residents over the age of eighteen from the areas which contract with the James Kennedy Public Library for Library Service. Members of the board shall receive no compensation for their services. In the event an area ceases to contract with the City, a nonresident trustee from that area shall cease as trustee at the same time the area's contract expires or terminates, and such vacancy shall be filled in the same manner as a resignation if any portion of such trustee's term remains.

Article IV (Officers)

Officers shall consist of a President, Vice-President, and Secretary. Election of officers shall be during a special meeting to be held immediately prior to the first regular Board meeting of the fiscal year. The sole purpose of this special meeting is election of officers. The new officers will assume their duties immediately thereafter. No elective officer shall hold the same office for more than three consecutive years. Appointments and duties of ad hoc committees shall be the duty of the President and the Vice-President.

Article V (Committees)

The following are the standing committees of the Board. The Board President appoints members. Terms end in July.

Personnel Committee:

The Personnel Committee will serve in an advisory role for the Board and be a resource for the director and staff regarding personnel issues. Functions of this committee include but are not limited to:

- Drafting and / or revising personnel policies for Board approval
- Reviewing job descriptions
- Reviewing wage and salary structure
- Responding to formal written staff grievances against the library director or when an employee appeals a decision by the library director
- Performing other duties related to personnel issues as requested by the President of the Library Board of Trustees or by the Board as a whole

Furnishings, Art and Facility Committee:

The Furnishings, Art and Facility Committee will serve in an advisory role for the Board and be a resource for the director when recommending and reviewing issues regarding the library facility and the needs for furnishings, decorating, equipment, and technology in the library.

Functions of this committee include but are not limited to:

- Reviewing and recommending solutions to facility related issues to the Library Board
- Reviewing and recommending changes in furnishings and equipment to the Library Board
- Making decisions regarding the acceptance of donated furnishings, equipment, art, and decorative items
- Approving the use of the Hoffman Display unit for other temporary displays
- Performing other duties related to library facilities and furnishing as requested by the President of the Library Board of Trustees or by the Board as a whole.

Policy Committee:

The Policy Committee will serve in an advisory role for the Board and be a resource for the director when recommending, reviewing and / or revising library policies. Functions of this committee include but are not limited to:

- Reviewing and recommending changes in existing policies to the Library Board
- Working with the director and / or designated staff in researching and creating new policies needed by the library
- Performing other duties related to the creation, review, approval, or explanation of policies as requested by the President of the Library Board of Trustees or by the Board as a whole.

Finance Committee:

The Finance Committee will serve in an advisory role for the Board and be a resource for the director when reviewing library finances. Functions of this committee include but are not limited to:

- Reviewing financial documents
- Working with the director and / or designated staff to create a proposed annual budget
- Performing other duties related to finance as requested by the President of the Library Board of Trustees or by the Board as a whole.

Marketing and Public Relations Committee:

The Marketing and Public Relations Committee will serve in an advisory role for the Board and be a resource for the director when marketing and publicizing the library services. Functions of this committee include but are not limited to:

- Reviewing marketing and promotional policies and plans
- Working with the library director and / or designated staff to implement marketing and public relations strategies, including special programs and activities
- Performing other duties related to marketing and public relations as requested by the President of the Library Board of Trustees or by the Board as a whole.

Fundraising Committee:

The Fundraising Committee will serve in an advisory role for the Board and be a resource for the director when selecting, planning, and implementing fundraising activities to support the work of the library. Functions of this committee include but are not limited to:

- Working with the library director and / or designated staff to research, select, plan and implement fundraising activities
- Work with the library director and / or designated staff to identify library needs and / or services that might be enhanced by utilizing outside funding sources and fundraising
- Performing other duties related to fundraising as requested by the President of the Library Board of Trustees or by the Board as a whole.

Article VI (Meetings)

The library board shall meet at the James Kennedy Public Library on the second Tuesday of each month. Meetings may be scheduled on alternate dates if needed. Special meetings may be called at the option of the officers. It is the responsibility of the President to set the date of the meeting, and of the Secretary to notify the members. Any member missing four consecutive meetings without just excuse may be removed from the library board. Five members constitute a quorum. The Library director or representative shall be in attendance at all open meetings of the Board.

Article VII (Powers)

The board of library trustees shall have exclusive control of the expenditure of all portions of the municipal funds allocated for library purposes by the council, and of the expenditure of all moneys available by gift or otherwise for the erection of library buildings, and of all other money belonging to the library fund, including gifts, donations, funds raised on behalf of the library through special activities, and grants.

Article VIII (Yearly Reports)

The board of trustees shall each year make to the council a report of the year ending June 30th giving a statement of the condition of the library, the number of books added thereof, the number circulated, and the amount of money expended in the maintenance thereof during such fiscal year, together with such further information as may be deemed important.

Article IX (Amendments)

These by-laws may be revised or amended at any regular meeting by a two-thirds vote, providing the proposed amendments are received by each library board member thirty days prior to the meeting.

Article X (Order of Business)

Robert's Rules of Order, revised, shall govern this association in general.

Order of Business as follows:

- Agenda
- Agenda Consent Calendar
 - Correspondence and communications
 - Minutes
 - Librarian's report
 - Bills
 - Budget reports
 - Trust account reports
 - Program reports
 - Grant reports
 - Friends of the James Kennedy Public Library reports
- Old business
- New business
- Committee reports and action items
- Upcoming meetings and training
- From the floor
- Adjournment

Adopted 2/25/87; revised 10/93; 10/98, 8/02, 11/03
Revised 11/04, 3/05, 9/05, 11/09, 11/ 2014
Reviewed 2/2019

Confidentiality of Library Records Policy

The Board of Trustees of the James Kennedy Public Library recognizes the responsibility to protect the privacy of library users. Confidentiality is essential to protect the exercise of First Amendment rights.

This policy is meant to protect the privacy of library users while complying with the Constitution of the United States of America, federal statutes, and the Code of Iowa.

Library records are treated specifically in Code of Iowa 22.7 "Examination of Public Records (Open Records)", paragraphs 13, 14 and 18. The citations are copied here and included in this policy:

22.7 Confidential records.

The following public records shall be kept confidential, unless otherwise ordered by a court, by the lawful custodian of the records, or by another person duly authorized to release such information:

13. The records of a library which, by themselves or when examined with other public records, would reveal the identity of the library patron checking out or requesting an item or information from the library. The records shall be released to a criminal or juvenile justice agency only pursuant to an investigation of a particular person or organization suspected of committing a known crime. The records shall be released only upon a judicial determination that a rational connection exists between the requested release of information and a legitimate end and that the need for the information is cogent and compelling.
14. The material of a library, museum or archive which has been contributed by a private person to the extent of any limitation that is a condition of the contribution.
18. Communications not required by law, rule, procedure, or contract that are made to a government body or to any of its employees by identified persons outside of government, to the extent that the government body receiving those communications from such persons outside of government could reasonably believe that those persons would be discouraged from making them to that government body if they were available for general public examination. As used in this subsection, "persons outside of government" does not include persons or employees of persons who are communicating with respect to a consulting or contractual relationship with a government body or who are communicating with a government body with whom an arrangement for compensation exists.

In keeping with the protections afforded by Constitution of the United States of America, federal statutes, the Code of Iowa, the James Kennedy Public Library shall hold confidential

a. Information sought or received and materials consulted, borrowed or acquired, database search records, reference interviews, interlibrary loan records, computer use records, and all other personally identifiable uses of library materials, facilities or services.

b. The names of card holders and their registration information and not provide access for private, public or commercial use. Release of such information, not attached to a circulation record, could discourage people from applying for library cards.

In keeping with the above statements, the following shall be the policy for James Kennedy Public Library records:

1. The lawful custodian of the records is the Director of the library and legal counsel is the City Attorney. Every effort shall be made to reach the Director if court orders are to be served, whether the Director is present in the building or not. In the Director's absence, the director shall appoint a temporary custodian of the records. This temporary custodian will typically be the most senior librarian available.
2. James Kennedy Public Library registration records and circulation records shall be kept confidential.
3. No individual except authorized Library staff shall have access to circulation or patron records other than his or her own without the cardholder's consent.
 - A. 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. The library will release information to the parent or guardian of a minor child for the purposes only of recovering overdue material and settling accounts for lost, late, or damaged material, and for other matters related to the recovery of material or charges incurred by minor children for which a parent may be considered liable.
 - C. Long overdue library accounts may be revealed to a collection agency, or law enforcement personnel.
4. If there is a reasonable basis to believe library registration records are necessary to the progress of an investigation or prosecution, the request for such records including the justification for the request, shall be made to the Director, in writing on official letterhead by an official of the investigation or prosecution workforce, who has provided necessary identification.
5. If there is a reasonable basis to believe library circulation records are necessary to the progress of an investigation or prosecution, the judicial system provides the mechanism for seeking release of such confidential records: the issuance of a court order, following a showing of good cause based on specific facts, by a court of competent jurisdiction. Such

court orders shall be presented to the library director.

6. Circulation records shall not be made available to any agency of local, state, or federal government except pursuant to such process, order or subpoena as may be authorized under the authority of, and pursuant to, local, state, or federal law relating to civil, criminal, or administrative discovery procedures or legislative investigative power.
7. The issuance or enforcement of any such process, order, or subpoena shall be examined by the library director in consultation with legal counsel and resisted until such time as a proper showing of good cause has been made in a court of competent jurisdiction.

Adopted July 2003, revised 9/06, reviewed 11/2013, revised 2/2019

COLLECTION DEVELOPMENT POLICY

Community Assessment:

The James Kennedy Public Library is located in the city of Dyersville, Iowa. According to the 2010 census, the population of Dyersville is 4,058. Forty-eight point five percent of the population is male and 51.5% is female. The median age is 40.6 with 75.4% of the population being 18 years of age or older and 22.3% being 62 years or older. Twenty-nine point four percent of the households in Dyersville include children under the age of 18 and 31.6% include individuals aged 65 or older. Ninety-seven point six percent of the population is white and 1.3% of the population is Hispanic. Two point eight percent of the population speaks a language other than English at home. One point five percent speak Spanish at home, and 1.3% speak Asian or other Pacific Island languages. Eighty-four point two percent of residents age 25 or older are high school graduates or higher. Twenty-one point three percent have a bachelor's degree or higher.

James Kennedy Public Library patrons are of all ages and interests. Based on 2010 census numbers, as of January 1, 2018, sixty-two percent (62%) of city residents hold library cards. Non-city residents are also frequent library users. Fifty-one point six percent (51.6%) of James Kennedy Public Library cardholders are nonresidents. (This includes libraries included as card holders for Interlibrary Loan tracking.)

In 2015, as part of Strategic Planning for Results, the Board of Trustees adopted three library service responses – Know Your Community / Make Informed Decisions; Stimulate Imagination / Satisfy Curiosity / Express Creativity; and Visit a Comfortable Place. These service priorities are described as follows:

- ✓ Know Your Community / Make Informed Decisions:
 - Know Your Community: Community Resources and Services – Residents will have a central source for information about the wide variety of programs, services, and activities provided by community agencies and organizations.
 - Make Informed Decisions: Health, Wealth, and Other Life Choices – Residents will have the resources they need to identify and analyze risks, benefits, and alternatives before making decisions that affect their lives.
- ✓ Stimulate Imagination / Satisfy Curiosity / Express Creativity:
 - Stimulate Imagination: Reading, Viewing, and Listening for Pleasure – Residents who want materials to enhance their leisure time will find what they want when and where they want them and will have the help they need to make choices from among the options.
 - Satisfy Curiosity: Lifelong Learning – Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.
 - Express Creativity: Create and Share Content – Residents will have the services and support they need to express themselves by creating original print, video, audio, or visual content in a real-world or online environment.

- ✓ Visit a Comfortable Place: Physical and Virtual Spaces - Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.

These service priorities, which apply to all ages, serve as guiding principles as the library makes selection decisions.

As a participant in the State Library's Access Plus (InterLibrary Loan) program, JKPL is able to provide interlibrary loan services for eligible patrons with needs outside the scope of the collection

Purpose:

The purpose of the James Kennedy Public Library's collection development policy is to guide the librarians and to inform the public about the principles upon which selection decisions are made. A policy cannot replace the judgment of librarians, but stating goals and indicating boundaries will assist them in choosing from a vast array of available materials.

The responsibility of the library is to serve the entire community; not to promote, and above all, not to censor any particular political, moral, philosophical, or religious convictions or opinions. It is not the purpose of the library to stimulate or cater to trivial, antisocial, prurient, or immoral interests. But no one, least of all a free public library, has the right to judge what another may or may not read, hear, or view.

History shows that many books which have been most controversial or objectionable to some persons or groups, have, in due course, been recognized to be among those books, which most, rather than least, belong in public libraries. If an idea is truly dangerous or evil, the best protection against it is a public that has been exposed to it and has rejected it.

As the foundation for its collection development policy, the Board of Directors of the James Kennedy Public Library adopts the Library Bill of Rights of the Council of the American Library Association, the Freedom to Read, and the Freedom to View statements.

Responsibility for Collection Development:

Ultimate responsibility and final authority for collection development lies with the Board of Trustees. The Board delegates to the Library Director and senior staff the selection of library materials and the development of the collection.

Criteria for Selection:

The objective of selection is to collect those books and other library materials that will inform, entertain, and contribute to the enrichment of mind and spirit. The collection will be built to meet the needs and interests of the community.

Items considered for inclusion in the library collection will be evaluated based on the following criteria:

- excellence of reputation of the work
- opinion of critics and reviewers
- authority and reputation of author and / or publisher
- accuracy and timeliness
- creativity and vitality
- literary merit
- appeal and relevance to community interests
- format suitable for library use
- suggestions by library users
- price and availability of funds
- relationship to other items in the collection

Recommendations for materials from citizens of the community will be considered carefully. Items will be added as budget allows.

Selection Resources:

Among the selection tools used by librarians are professional library journals, trade journals, subject bibliographies, publishers' promotional materials, and reviews from reputable sources. Librarians should also be aware of materials reviewed in national newspapers and magazines, local publications, the broadcast media, and from reputable sources available via the Internet.

The following professional journals are representative of the many aids used for selection of materials: *Booklist*, *Library Journal*, *Horn Book*, and *Voice of Youth Advocates (VOYA)*. In addition, other works may be consulted, including but not limited to the following: *Public Library Catalog*, *Fiction Catalog*, *Children's Catalog*, *Junior High School Catalog*, and *Senior High School Catalog*.

Scope of the Collection:

The basic policy of selection is to choose the best new materials and duplicate or replace the older titles which have proven their worth.

The James Kennedy Public Library collection includes the following areas:

Adult Fiction (Print)

The library provides a collection of standard and contemporary fiction titles as well as genre fiction for the intellectual enrichment, informational, and entertainment needs and interests of the adult population of Dyersville. Multiple copies of frequently used titles may be provided. Large print, eBook, audio, and eAudio copies of some titles may also be available.

Adult Nonfiction (Print)

The library maintains a collection of general interest nonfiction titles to provide for the information needs and browsing interests of the adult population of Dyersville. Large print, eBook, audio, and eAudio copies of some titles may also be available.

- Legal and medical works will be acquired only to the extent that they are useful to the layman.
- Textbooks are not ordinarily purchased by the library.
- The James Kennedy Public Library is a public library and strives to maintain an impartial recognition of all religions while specializing in none. The library is a reflection of the community it serves so collections relevant to some faiths or beliefs may be broader than others.

Periodicals (Print)

The library maintains a collection of magazines for informational and recreational reading. Issues are maintained for one year or as space and demand dictate.

Newspapers (Print)

Newspapers are selected to provide local, state, regional and national coverage. Local newspapers plus a selection of regional and national titles are purchased. The Dyersville newspaper is kept and purchased on microfilm when such is available. Issues of local papers (Manchester and Cascade) are kept for a minimum of six months. Issues of state, regional or national papers are retained for one month.

Reference Materials (Print)

Reference materials provide timely and accurate information on a wide variety of topics. Because of method of use or cost, they may be maintained primarily for in-library use only or may be circulating. Many traditional print reference resources have been replaced by electronic resources which are more current and available to patrons even when the library is closed. The library is very selective in what they add to the print reference collection.

Reference Materials in Digital Format

Some reference tools are purchased in digital formats which are available online. These materials are selected following the same criteria as print items.

Iowa History and Local Genealogy Collection

Nonfiction books about Dyersville, Dubuque and Delaware Counties, and the State of Iowa are housed in a separate collection. This collection also includes family histories and genealogies of local interest. These materials are selected and retained under the following criteria:

- The library attempts to be as inclusive as possible in obtaining books pertaining to the history, economic, social, and cultural life of Dyersville.
- The library makes no attempt to be inclusive in its collection of materials on Dubuque and Delaware Counties or the State of Iowa.
- The library does not collect letters, papers, documents, photos, or other primary resource material of local interest other than books. These materials are collected by the Dyersville Area Historical Society.

Young Adult (Print)

The young adult collection provides recreational and educational materials for young adults ages 12 – 18. Multiple copies of frequently requested titles may be provided.

YA Fiction

The library maintains a variety of Young Adult fiction. Award winning titles, titles that deal with current issues and concerns of teenagers, popular authors and titles, and titles requested by the patrons are included in the collection.

YA Nonfiction

The library maintains a nonfiction collection for Young Adults that contains general informational works, browsing items and items that are of interest to people in 7th-12th grades, and items that supplement the educational needs of teens.

Children's (Print)

Children's materials are selected to meet the recreational, educational and cultural needs of children from infancy through age 12. Multiple copies of frequently requested titles may be provided.

Picture Books

These books, in which illustration is as important as text, serve to introduce children to the world of books. The library includes a wide variety for adults to read to toddlers and preschoolers and for children to look at and use as they begin to read. This collection includes beginning readers, concept books, wordless books and board books as well as picture books.

Juvenile Fiction

The library maintains a variety of children's fiction, from distinguished children's literature to popular and enticing titles that will attract readers of many tastes and abilities. Popular series titles are purchased in response to patron requests and as funding permits.

Juvenile Nonfiction

The juvenile nonfiction collection contains general informational works, browsing items and subject-oriented materials on topics of interest to children preschool age through sixth grade. The library does not provide basic texts or materials needed for schoolwork. It may, however, purchase supplementary materials to enrich the resources available at area schools.

Realia

The realia collection enables patrons to have hands-on experiences through the use of puppets, puzzles, games, stuffed animals and toys.

Multimedia:*Computer software:*

The library provides word processing, spreadsheet and educational software preloaded on the public access computers.

Console Games:

The library provides a console game collection for informational, educational and recreational purposes. The collection is developed for all ages, but no attempt is made to provide a comprehensive collection. Currently Wii, WiiU, Xbox One, and Xbox 360 games are purchased. Donations of other formats are welcome only if enough are donated that the library is able to start a circulating collection. Based upon changing technology and demand, additional formats may be purchased.

Video (DVD, BluRay, etc.):

The library provides a video collection for informational, educational and recreational purposes. The collection is developed for all ages, but no attempt is made to provide a comprehensive collection. Items are primarily purchased in the DVD format. BluRay and donations in other formats may be added to the collection at the discretion of the librarian in charge of this collection.

Audio / Spoken:

The audiobook collection, in compact disc, playaways, and MP3 cd format, is intended to fill the recreational and informational needs of adults, young adults and children. Both abridged and unabridged formats are included with unabridged being preferred. No attempt is made to provide a comprehensive collection.

Launchpads / Tablets with installed programs:

The Launchpad / tablet collection is intended to fill recreational, informational, and early literacy needs of children in an interactive format. No attempt is made to provide a comprehensive collection.

Creation Station / Active Learning Collection:

The JKPL provides access to materials, collections and equipment to promote active learning. These items are intended for learning, creating, making and doing in any area of local interest but especially focused upon the areas of STEAM (Science, Technology, Engineering, Art, Math), Do It Together and Do It Yourself activities. Items included in this collection include such things as robots, circuits, LEGOs® or other building materials, craft supplies and equipment, etc.

Digital Collections:

The JKPL provides access to materials in digital formats, including but not limited to eAudio, eBook, eMagazine, and downloadable music. Items in these collections are generally provided through consortia agreements but where the JKPL has selection authority, the criteria for the comparable print format will be utilized in making the selection decisions.

The Library seeks to draw upon the collections and resources of the State Library of Iowa / Iowa Library Services so as not to unnecessarily duplicate services and materials. Interlibrary loan will be used to secure from other libraries those specialized materials.

Maintaining the Collection:

In order to provide an up-to-date, current, readily accessible, and attractive collection of materials, the library collection will be weeded on a continuous basis, following a schedule developed and implemented by the library director and staff.

Weeding will be performed by the library staff with final judgment as to whether an item should be pulled resting with the Board of Trustees. Such responsibility has been delegated to the Library Director and senior library staff.

Items to be weeded will be determined according to the following general criteria. The titles will be judged based on their most recent copyright, the most recent circulation date, and whether they are “MUSTY”...(M-Misleading...and/or factually inaccurate; U-Ugly...worn and beyond mending or rebinding; S-Superseded...by a newer edition or by a much better item on the subject; T-Trivial...of no discernible or scientific merit; Y-Your collection has no use for this book.... irrelevant to the needs and interests of the community).

Following this preliminary check, the materials which are being considered for withdrawal from the adult collections may be checked against the *Fiction Catalog* – for fiction materials, and the *Public Library Catalog* – for non-fiction materials, or other core resource books to ensure that items which are considered essential for public libraries are not removed. Maintenance of the adult collections is the responsibility of the staff member(s) specifically assigned by the Library Director.

Children’s and YA materials will be weeded following the same general criteria. Items considered for removal may be checked against *Children’s Catalog*, *Junior High Catalog*, *High School Catalog*, *Fiction Catalog*, *Public Library Catalog*, and various Award winner lists. The Youth Services Librarian and the Young and Emerging Adult Librarian have the responsibility for maintaining these collections.

The realia collection will be weeded following the same general criteria. Maintenance of these collections is the responsibility of the staff member(s) specifically assigned.

Items in the multimedia collections will be weeded following the same general criteria. Maintenance of these collections is the responsibility of the staff member(s) specifically assigned

Gaming materials (board and console) will be weeded following the same general criteria. The Young and Emerging Adult Librarian has the responsibility for maintaining the gaming collections.

Active Learning Materials will be weeded following the same general criterial. Maintenance of this collection is the responsibility of the staff member(s) specifically assigned

This policy presents general guidelines for collection maintenance. It cannot replace or usurp the practical knowledge of the librarians. Materials may still be returned to the shelves at the librarian's discretion. The following chart provides general guidance on with items should be considered for culling.

CLASSIFICATION	LAST CIRC (years)	COPYRIGHT (years)	Notes
Adult fiction	3 years	Doesn't apply	
000 (general topic)	3 years	10 years	
100	3 years	10 years	
200	3 years	10 years	
300	3 years	10 years	
300 (almanacs)	3 years	5 years	
400	3 years	10 years	
500	3 years	10 years	
600	3 years	5 years	
700	3 years	Doesn't apply	
800	Doesn't apply	Doesn't apply	Classic literature kept
900 travel	3 years	5 years	
900 history	3 years	Doesn't apply	
900 personal narrative	3 years	10 years	
Biography (popular)	3 years	Doesn't apply	
Biography (historical)	3 years	Doesn't apply	
Young Adult fiction	Turnover rate	Doesn't apply	
Children's fiction	Turnover rate	Doesn't apply	
Iowa History & Genealogy Collection	Doesn't apply	Doesn't apply	This collection is generally only culled based on condition
Media	2 years	Doesn't apply	
Realia	3 years	Doesn't apply	Some items do not circulate so will be evaluated by condition only
Active Learning	3 years	Doesn't apply	

Some areas of the collection may be weeded more frequently or more stringently due to space constraints and changes in technology.

Comments and Criticism:

Because of the rich diversity of human experience and opinion, it is inevitable that some materials in the library's collection will be objectionable to some people in the community. The library in a very real sense belongs to the whole community – to the minority as well as the majority.

A patron who objects to specific books or other library materials shall be directed to complete the form, "Request for Reconsideration", available from the library staff. The following steps will be followed in responding to any request for reconsideration:

1. After receipt of a "Request for Reconsideration" form, a committee comprised of the Library Director, the Library Board's Vice President and Secretary, and, at the Board's discretion, a fourth person, will convene.
2. The committee will check appropriate review journals, the James Kennedy Public Library's Collection Development Policy, and make a decision on the request.
3. The book in question will be kept off of the shelf and out of circulation during the review process.
4. The Library Director will send a letter to the patron explaining the decision.
5. If the patron wishes to appeal the decision, he or she must bring the appeal to the Library Director, who will notify the Board at their next regular monthly meeting, and will place the appeal on the agenda of the following regular Board meeting, thereby allowing at least one full month for Board consideration.

The library staff and the Library Board welcome comments and criticisms of the collection as a whole or of individual items. Persons are welcome to meet with the Director or attend Library Board meetings to discuss the statement of purpose, selection policy, library collection as a whole, and individual items in the collection or available through the library.

Reviewed/revised 5/1991; revised 2/02, 7/02, 10/02, 4/06, 1/2012, 6/2015, 2/2019

REQUEST FOR RECONSIDERATION

Date: _____

Request initiated by:

Name of individual: _____

Address: _____ Phone: _____

Complainant represents:

Person: _____

Group or organization: _____

Please complete the information requested below. You may do so on this form, or in a separate document. If including other items, please be sure to include this signed form.

1. Identify the item you are objecting to. Please be sure to include enough information for us to readily identify the item in question. For example, if it is a book, please indicate author, title and publisher; if it is a magazine, be sure to include specific issue; if it is a video, please indicate title and publisher; etc.
2. Why do you object to this item? Please include specific details. (pages, content, words, pictures, etc.)
3. What do you think might result from someone reading this book, viewing this video, etc.)
4. For what age group would you recommend this item?
5. Is there anything good about this item?
6. Did you read / view / this entire item?
If not, what parts did you review?
7. What do you believe is the theme or purpose for this item?
8. Are you aware of the judgment of this item by professional critics?
9. Have you seen or heard reviews of this item? If so, which one(s)?
10. What would you like your library to do about this item?

Signature of Complainant

Reviewed/revised 5/91;
revised 2/02, 7/02, 4/2006, 1/2012, 6/2015
Reviewed 2/2019