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

Story Time Sessions (C):

For the week of February 6, 2019 Theme – Dragons  
Total attendance at 2 programs – 0; am session cancelled due to inclement weather  
Time for preparation & performance – 3 hrs (pd)  
Supplies: Color copies; copies for activity

For the week of February 13, 2019:  
Total attendance at 2 programs – 0; cancelled due to inclement weather

For the week of February 20, 2019:  
Total attendance at 2 programs – 0; cancelled due to illness

For the week of February 27, 2019 Theme – Snow  
Total attendance at 2 programs – 8 children & 2 adults  
Time for preparation & performance – 3.5 hrs (pd)  
Supplies: Color copies, bath puffs for indoor snowball fight  
Stickers as treats

Wee Read Sessions (C):

For the week of February 6, 2019 Theme – Dragons  
Total attendance at 1 program – 9 children and 7 adults  
Time for preparation & performance – .25 hrs (pd)  
Supplies: Color copies; copies for activity

For the week of February 13, 2019:  
Total attendance at 1 program – 0; cancelled due to inclement weather

For the week of February 20, 2019:  
Total attendance at 1 program – 0; cancelled due to illness

For the week of February 27, 2019 Theme – Snow  
Total attendance at 1 program – 7 children & 7 adults  
Time for preparation & performance – .5 hrs (pd)  
Supplies: Color copies, bath puffs for indoor snowball fight  
Stickers as treats

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

For the first session in February 2019: Theme – Dragons  
Total attendance at 3 programs – 62 children & caregivers; Note 5 sessions were cancelled due to school weather related closures  
Time for preparation & performance – 3.5 hrs (pd)  
Supplies: 18 copies of activities, poems, etc. for parents & / or teachers

For the second session in February 2019: Theme – Snow  
Total attendance at 4 programs – 72 children & caregivers  
Time for preparation & performance – 3hrs (pd)  
Supplies: 18 copies of activities, poems, etc. for parents & / or teachers

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

February 5, 19, 26, 2019 Feb 12 cancelled due to inclement weather Total attendance - 52  
Time for preparation & performance – 3.25 hrs (pd)  
Supplies: Posters & library information; Materials to check out

Program at Ellen Kennedy Center – (Typically first Friday of each month) – Chicken Soup Stories

February 22, 2019 Total attendance – 8  
Time for preparation & performance – 1.5 hrs (pd)  
Supplies: None

Program at Mercy One Senior Care (Typically Third Wednesday of each month) – Good Old Days

February 27, 2019 Total attendance – 6  
Time for preparation & performance – 1.25 hrs (pd)  
Supplies: None

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

February 27, 2019 (3 sessions cancelled due to weather) Total attendance – 8  
Time for preparation & performance – .25 hrs (pd) 2 hrs (vol)  
Supplies: Refreshments & craft supplies provided by participants

Books for Lunch Book Club (First Monday of each month) – <i>This Blessed Earth</i> (A)	
February 4, 2019	Total attendance – 11
Time for preparation & performance – .5 hr (pd)                      1 hr (vol)	
Supplies:                      Posters, PSA, refreshments; LML donor sponsored purchase of books	
Dungeons & Dragons Club (1st Tuesday of each Month) (F)	Total attendance – 0
February 5, 2019 – Cancelled due to inclement weather	
Lifelong Learners (A)	
February 4, 2019	Total attendance – 5
Time for preparation & performance – .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)	
February 12, 2019	Total attendance – 0
Time for preparation & performance – 0: Cancelled due to inclement weather	
Supplies:                      Posters, PSA, ILL copies of the books	
Bookeaters Tween Book Club – (3 <sup>rd</sup> Thursday of each Month) (C)	Total attendance – 2
February 21, 2019	
Time for preparation & performance – .5 hrs (pd)                      1 hr (vol)	
Supplies:                      Posters, PSA, Refreshments, ILL copies of the books	
Shannon Russell donated her time to facilitate this program	
Get Puzzled @ Your Library (A)	
February 2019	Total attendance – 34
Time for preparation & performance - .25 hrs (pd)	
Supplies:                      Puzzle	
JKPL Writing Group (3 <sup>rd</sup> Monday of each Month)(A)	
February 18, 2019	Total attendance – 2
Time for preparation & performance                      1.5 hrs (pd)	
Supplies:                      Refreshments	
Coffee and Creating (third Friday of each month) (A)	
February 15, 2019	Total attendance – 8
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):	
February 28, 2019	Total attendance – 3
Time for preparation & performance                      1.5 hr (pd)	
Supplies:                      Posters, PSA, Refreshments	
Game Night (4 <sup>th</sup> Friday of each Month) (F)	
February 22, 2019	Total attendance – 16
Time for preparation & performance –3.5 hrs (pd)	
Supplies:                      Posters & PSA, Refreshments	
Final Friday Tech – Basic Searching (Last Friday of each Month) (A)	
February 22, 2019	Total attendance – 4
Time for preparation & performance –1.5 hrs (pd)	
Supplies:                      Posters & PSA,	
Building Creativity one Block at a Time (LEGO® program) (monthly, date and time varies) (C)	
February 8, 2019	Total attendance – 18
Time for preparation & performance – 2.5 hrs (pd)	
Supplies:                      Posters, PSA, Refreshments, sponsored by DuTrac	

String Club (NEW monthly program - 4<sup>th</sup> Monday of each month)  
February 25, 2019  
Time for preparation & performance – .25 hrs (pd)      3.5 hrs (vol)      Total attendance – 9  
Supplies: Posters, PSA,  
Sue Engelbrecht and Gary Bremmel donated their time & talent to run this program

Card Party (weekly program – every Friday afternoon) (A)  
February 1, 8, 15, 22, 2018  
Time for preparation & performance – 1 hrs (pd)      Total attendance – 20  
Supplies: Posters, PSA, Refreshments, Playing cards

Movies @ Your Library – showing of *Wall-E* (F)  
February 2, 2019  
Time for preparation & performance – 05 hrs (pd)      Total attendance – 0  
Supplies: Posters, PSA,

Movies @ Your Library– showing of *The Hate U Give* (A)  
February 11, 2019  
Time for preparation & performance – .5 hr (pd)      Total attendance – 0  
Supplies: Posters, PSA

Movies @ Your Library– showing of *Wild Hearts Can't be Broken* (A)  
February 16, 2019  
Time for preparation & performance – .5 hrs (pd)      Total attendance – 4  
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF

Movies @ Your Library (Books for Lunch) – showing of *First Man* (A)  
February 18, 2019  
Time for preparation & performance – .5 hr (pd)      Total attendance – 2  
Supplies: Posters & PSA

Scrabble Tile Coasters DIY: Creation Station (A)  
February 2, 2019  
Time for preparation & performance – .5 hrs      Total attendance – 0  
Supplies: Poster, PSA. No supplies used as no attendance. Supplies purchased for previous program.

Coding Club (YA)  
February 2, 2019  
Time for preparation & performance – 1.5 hrs (pd)      1 hrs (vol)      Total attendance – 0  
Supplies: Posters, PSA, Members of the WD Programming Club are volunteering to facilitate this group.

Doodle Off (YA)  
February 3, 2019  
Time for preparation & performance – 1.5 hr (pd)      Total attendance – 0  
Supplies: Poster, PSA. Will offer again in better weather.

Winter Wonderland Wednesdays (C)  
February 4, 2019  
Time for preparation & performance – 2 hr (pd)      .25 hrs (vol)      Total attendance – 7  
Supplies: Posters, PSA; Refreshments  
Supplies and facilitator provided by ISU Extension / \$75.00 fee for three sessions

Crazy 8s: Firefighter Training (C)  
February 6, 2019  
Time for preparation & performance – 3 hrs (pd)      .5 hrs (vol)      Total attendance – 7  
Supplies: Posters, PSA; floor rectangles, stopwatch, backpacks, water, & measuring tape  
Some items and curriculum provided by Bedtime Math  
Cookies & suckers for snack  
Ian & Norah Hermsen donated time to set up for this program.

Math and Gaming (A)  
February 9, 2019  
Time for preparation & performance – 2.5 hrs (pd)      2 hrs (vol)      Total attendance – 8  
Supplies: Posters, PSA; Refreshments  
Jacob Heinrich donated his time and talent to present this program.

Crazy 8s: Stuffed Animal Swing (C)  
February 13, 2019  
Time for preparation & performance – 2.5 hrs (pd)      .5 hrs (vol)      Total attendance – 6  
Supplies: Posters, PSA; floor rectangles, stopwatch, backpacks, water, & measuring tape  
Some items and curriculum provided by Bedtime Math  
Cookies & suckers for snack  
Ian & Norah Hermsen donated time to set up for this program.

Layette Ladies Quilting Bee  
February 1-15, 2019 (7 sessions)      Total attendance – 84  
Time for preparation & performance – .5 hrs (pd)      112 hrs (vol)  
Supplies: Posters, PSA, supplies provided by Layette members (quilt, etc.)  
Quilt rack was donated to the library in 2018. Several days there were  
no quilters due to the weather. Estimating 4 volunteers for each hour and 3 guests. Finished  
third quilt.

Teddy Bear Sleepover (C)  
February 15, 2019      Total attendance – 35  
Time for preparation & performance – 8 hrs (pd)  
Supplies: Posters, PSA; camera, library props, color copies of pictures

Nerf War (YA)  
February 16, 2019      Total attendance – 9  
Time for preparation & performance – 4.5 hrs  
Supplies: Posters, PSA, nerf darts, & refreshments

Teddy Bear Pajama Party Storytime (C)  
February 16, 2019      Total attendance – 59  
Time for preparation & performance – 2.5 hrs (pd)      .5 hr (vol)  
Supplies: Posters, PSA; milk & donuts for treats

Book Tasting (A)  
February 17, 2019 – Cancelled due to inclement weather, put books on display      Total attendance – 0  
Time for preparation & performance – 5 hrs (pd)  
Supplies: None

Cricut with Christopher – Shamrocks & St. Patrick's Day Window Clings: Creation Station (A)  
February 18, 2019      Total attendance – 6  
Time for preparation & performance – 1 hrs (pd)      3 hrs (vol)  
Supplies: Posters, PSA; Cricut, vinyl window cling  
Lisa Christopher donated her time and talent to present this program

Adulting: Cooking with Becca (A)  
February 19, 2019      Total attendance – 9  
Time for preparation & performance – 1.5 hr (pd)      1.5 hrs (vol)  
Supplies: Posters, PSA;  
Becca Miller, owner of Brew & Brew donated her time and all needed supplies

Editing and Publishing for Beginners (A)  
February 23, 2019      Total attendance – 0  
Time for preparation & performance – 1hr (pd)      6 hrs (vol)  
Supplies: Posters, PSA; Rescheduled to April due to inclement weather  
Jane DeShaw and Mary Potter Kenyon are donating their time and talent to present this  
program

<p>Make Your Library into a Mini Golf Course (F)  February 24, 2019  Time for preparation &amp; performance –.5 hrs (pd)  Supplies: Posters, PSA, Cancelled due to inclement weather</p>	<p>Total attendance - 0</p>
<p>Mini Golf at Your Library (F)  February 24, 2019  Time for preparation &amp; performance –2 hrs (pd)  Supplies: Posters, PSA, Cancelled due to inclement weather</p>	<p>Total attendance - 0</p>
<p>Internet Safety Class (A)  February 26, 2019  Time for preparation &amp; performance – 1 (pd)  Supplies: Posters, PSA;</p>	<p>Total attendance – 0</p>
<p>Crazy 8s: Tricks of the Eyes (C)  February 27, 2019  Time for preparation &amp; performance –3 hrs (pd) .25 hrs (vol)  Supplies: Posters, PSA; Crayons, glasses, copies, index cards, laptop, scissors, quarters, rulers &amp; spinning discs  Some items and curriculum provided by Bedtime Math  Cookies &amp; suckers for snack  Ian Hermsen donated time to set up for this program.</p>	<p>Total attendance – 7</p>
<p>Strength Training for Older Adults  February 5-28, 2019 (8 sessions)  Time for preparation &amp; performance – 10 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;</p>	<p>Total attendance – 71</p>
<p>Color Me Happy Passive Coloring Program (C)  February 2019  Time for preparation &amp; performance –1 hrs (pd)  Supplies: Coloring pages, markers, crayons, gel pens, etc.  JKPL Coloring books for prizes</p>	<p>Total attendance - 21</p>
<p>Creation Station Crafts: Kraft stick puzzle piece art (C)  February 2019  Time for preparation &amp; performance –1.75 hrs (pd)  Supplies: Kraft sticks, puzzle pieces, glue, markers, crayons, scissors, &amp; construction paper</p>	<p>Total attendance - 30</p>

## Mark your calendar for these March programs!

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### **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—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.

**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.



### **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.



### **Saturday, March 2 thru Friday, March 8: Read Across America Book Cover Contest**

In honor of Dr. Seuss' birthday, the library is holding a Seuss book cover contest for children Kindergarten to 4<sup>th</sup> grade. Children can use their imagination to redesign their favorite Dr. Seuss book cover. Covers must be returned to the library by 5:00 pm on March 8. Covers will be judged, and one winner from each grade will be selected for a Seuss themed prize. All entrants will receive a bookmark for participating. All covers will be displayed in the library. Book cover forms are available at the circulation desk at the library.



### **Saturday, March 2: Coding Club @ 10:00 am**

Join the Western Dubuque High School Programming Club and learn 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 will 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.** Come join 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 Potter Kenyon and Sue Engelbrecht. This group meets on the 1st Monday of each month and is open to ages 17 and up. Registration encouraged but not required.



**Tuesdays and Thursdays, March 5—28: Strength Training for Older Adults @ 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 thru April 4. Participants must already be registered in order to attend. If there is interest, additional sessions will 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: Story Time @ 9:30 am & 6:30 pm.** Story Time is open to 3, 4 and 5 year olds who have not been in Kindergarten. Programs will run through April 24. Registration is required as space is limited. *Just a reminder that if school is delayed or cancelled then morning sessions of Story Time are also cancelled. In case of school cancellation, call the the library to check the status of evening programs.*

**Wednesdays, March 6, 13, 20, & 27: Wee Read @ 10:30 am.** Wee Read is for children under 3 and their caregiver. Programs will run through April 24. Registration is required as space is limited. *Just a reminder that if school is delayed or cancelled then morning sessions of Wee Read are also cancelled.*

**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.



**Wednesdays, March 6, 13, 20, & 27: Crazy 8s Math Club: 3rd-5th Grade @ 4:30 pm.** This session is for 3rd-5th graders and meets February 6—April 3. This month's themes are Road Trip, Got Rhythm, Laser Maze Craze, and Venn There, Done That. Attendees must have already registered for the entire 8 week session in order to attend.



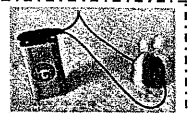
**Friday, March 8: Teen Tech Week: Minecraft Build-A-Thon for Teens from 6:00—8:00 pm**

As part of Teen Tech Week, the Library is hosting a Minecraft Build-A-Thon! Minecraft will be set up in the library after-hours so teens can come in and play in the game's creative mode, work together, and build whatever they desire. Participants are encouraged to work as a group to achieve as much as possible by 8:00 pm. All creations will be posted on the library's social media. This program is for those that have completed 6th-12th grade. Refreshments will be provided.



**Saturday, March 9: Squishy Circuits @ 10:00 am**

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



**Saturday, March 9: Family Movies @ Your Library presents "Ralph Breaks the Internet" @ 2:00 pm.** Video game villain Wreck-It-Ralph must brave the Internet to help Vanellope fix her game Sugar Rush. Rated PG. (112 min.)

**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. Some of the donations received as of the printing of this newsletter include a baby bathtub and baby care supplies, makeup kit, and books with plush animals. Photos and descriptions of the baskets will be posted on the library website at [www.dyersville.lib.ia.us](http://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.



**Monday, March 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, 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 miscellaneous 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: Building Creativity One Block at a Time: a LEGO® program from 3:00—4:30 pm.** This month's theme is "Basketball game". This LEGO® program is part of a monthly series at the library sponsored by DuTrac Community Credit Union. This program is for all ages but children under 7 must be accompanied by an adult or older partner. 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 Mount Hope Cemetery @ 1:30 pm**

Join Dave Kramer as he shares information and stories about the Mount Hope Cemetery in Dyersville, which dates back to the founding of town. Kramer is the retired funeral director of Kramer Funeral Home, which has been a family run business since the 1870s. He is also the current president of the Mount Hope Cemetery board. Refreshments provided.



**Monday, March 18: Books for Lunch Movie presentation of "A Star is Born" @ 12:00 noon.** A musician helps a young singer find fame, even as age and alcoholism send his own career into a downward spiral. This is the 1976 version with Kris Kristofferson and Barbra Streisand. 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 presents Decorations for Easter @ 6:30 pm.** Come learn about the Cricut Maker from local expert Lisa Christopher and make a special project for the Easter holiday. 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 receive 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 with Bradley Cooper and Lady Gaga. Rated R (135 min.)

**Monday, March 25: Strings Club @ 6:00 pm.** Calling all string instrument musicians! Join this new group that will get together monthly to play music. Teen and adult musicians of all skill levels are welcome! However, this is a jam session, not a class, so participants should know basic chords. Facilitated by Sue Engelbrecht and Gary Bramel. Registration requested but 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 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 Brainfuse from 3:00—5:00 pm.** This month's topic is how to use Brainfuse, a new electronic resource that library patrons can access. Brainfuse is a database designed to provide help for job seekers including a resume lab, job resources, and live job coaching. There is also a section for Veterans to help them navigate the VA system. Other technology questions are welcome if time permits. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one. Final Friday Tech is held on the last Friday of each month.



**Saturday, March 30: Let's Plant a Garden from 10:00 am—12:00 pm**

Want to start a garden? Join us and learn what to expect your first year of home gardening, create a garden plan for your space, find out how much you can expect the garden to cost your first year, and what your food savings will be. 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 by March 27 as a minimum of 8 participants is required to hold this program and to ensure enough supplies are on hand. Walk-ins welcome if space allows.
- This program is made possible by a partnership with the ISU Extension and Outreach, Dubuque County.





**Money Smart Week is March 30 through April 6, 2019.** This national initiative, a partnership between the American Library Association and the Federal Reserve Bank (Chicago), is in its seventh year. The goal of this week is to provide financial literacy opportunities to help members of the community better manage their personal finances. Stop in the library and take a look at the financial literacy materials available for you to check out.



**Saturday, March 30: Creation Station S.T.E.A.M Festival 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 in different spaces of the library. Come for one or come for all! Coloring sheets, crafting, working on a puzzle, and building with LEGOS® will be available all day. The schedule of events is below. Please note that more sessions might be added!

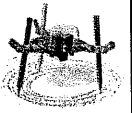


**In Creation Station:**

**10:00 am—12:00 pm: Paint By Stickers:** Come create a vibrant, full color “painting” with stickers! As in paint-by-number, each scene is divided into dozens of spaces, each with a number that corresponds to a particular sticker. Find the sticker, peel it, place it. And then the next, and the next, and the next, until your painting comes to life. Come select a painting to make and work on it here at the library then take home to finish. Just want to try it out? Everyone is welcome to come add a sticker or two to our staff paintings and help them come to life!



**12:00—1:00 pm: Washi Tape Dominoes:** Make your own set of dominoes using beautiful washi tape. For ages 4 up. Those under age 6 need an adult companion.



**1:00—2:00 pm: DoodleBot Mania:** Use your imagination to make unique art using a doodlebot! You may keep the artwork you create. For ages 8 to 11.

**2:00—4:00 pm: Up-Cycling Greeting Cards:** Participants will use the fronts of various greeting cards combined with glue, markers, card stock, and fancy edge scissors to make new greeting cards. This program is for ages 13 and older. Younger participants are welcome with an adult companion.

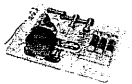
**In Hoffman Room:**

**12:00—2:00 pm: Birds & Bows:** Let’s celebrate Spring by drawing cartoon birds and making colorful bows. Join us for these fun art activities led by Dianne Kramer.

**2:00—3:00 pm: Fun with Robots:** Come try out the robots that are available in our Creation Station. Try programming Cue to perform certain actions or have Sphero zip around via wireless control. Participants must be age 7 or older or be accompanied by an adult.



**3:00—4:00 pm: Connecting with Circuits:** Did you know you can create an alarm clock with Snap circuits? Or turn yourself into a computer controller via Makey-Makey? Come to this session to find out how! For ages 10 and up but younger participants are welcome if they have an adult companion.



**In Genealogy Room:**

**10:00 am—12:00 pm: Craft Stick Catapults:** Come build a catapult out of craft sticks and see what it can do!

**1:00—3:00 pm: Paper Airplanes:** Come make paper airplanes and see how far they can fly! What is the best design? What flies the best? Come fold and learn with us!



**In Game Room:**

**10:00 am—4:00 pm: Craft Supply Swap:** Looking for “new to you” craft items and ideas? Want to reduce your stash of leftover craft supplies? Then join us at this Craft Supply Swap. Donate your leftover crafting supplies to the library anytime in March. Return to the library during the swap to browse and take home the perfect inspiration for your next project. We will accept yarn, fabric, patterns, stickers, embroidery/needlework supplies, paper & cardstock, ribbon, crafting tools, etc. Anything you can use for crafting is welcome!



**In Study Room:**

**10:00 am—12:00 pm: Button Making:** Did you know the library now has a button making machine that you can use? Stop in and try it out!

**12:00—2:00 pm: 3D Pens:** You’ve heard of 3D printers but did you know about 3D pens? 3D pens blend craft and art and don’t require a computer or coding to create your 3D project. Stop in and try out these new tools available at the JKPL.

**2:00—4:00 pm: Cricut with Christopher:** Drop in anytime during these two hours to learn from Lisa Christopher about the Cricut Maker. This device can be used for anything from paper crafts, iron-ons, and vinyl decals to sewing projects, leather crafts, and balsa models. Come discover some of the things you can make with this fun crafting and coding machine.



# March 2019

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Build-A-Basket Fundraiser continues	Get Puzzled @ Your Library March 1-31	Read Across America Book Cover Contest March 2-8			1 Card & Game Party from 1-3:30pm <i>Kobolds Ate My Baby</i> RPG @ 6pm	2 Coding Club @ 10am
3 Beginning Wood Carving Class @ 1pm.	4 Books for Lunch @ 12 noon Lifelong Learners @ 6:30pm	5 Strength Training @ 10am Dungeons & Dragons @ 6pm	6 Story Time @ 9:30am & 6:30pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm Crazy 8s: 3rd-5th @ 4:30pm	7 Strength Training @ 10am	8 Card & Game Party from 1-3:30pm Minecraft Build-A-Thon from 6-8pm	9 Squishy Circuits @ 10am <i>Ralph Breaks the Internet</i> (PG) @ 2pm
10 Beginning Wood Carving Class @ 1pm	11 <i>The Hate U Give</i> (PG-13) @ 6:30pm Build-A-Basket Silent Auction begins	12 Strength Training @ 10am A Novel Approach to Faith @ 7pm	13 Story Time @ 9:30am & 6:30pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm Crazy 8s: 3rd-5th @ 4:30pm	14 Strength Training @ 10am	15 Coffee & Creating from 9:30-11:30am Card & Game Party from 1-3:30pm	16 LEGOS® from 3-4:30pm
17 Memories & History of Mount Hope Cemetery @ 1:30pm	18 <i>A Star is Born</i> (R) @ 12noon (1976 version) JKPL Writing Group @ 6:30pm Cricut with Christopher @ 6:30pm	19 Strength Training @ 10am Adulting @ 6:30pm	20 Story Time @ 9:30am & 6:30pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm Crazy 8s: 3rd-5th @ 4:30pm	21 Strength Training @ 10am The BookEaters Book Club @ 6:30pm	22 Card & Game Party from 1-3:30pm Game Night @ 6pm	23 Doodle Off @ 2pm
24 <i>A Star is Born</i> (R) @ 2pm (2018 version)	25 Strings Club @ 6pm	26 Strength Training @ 10am	27 Story Time @ 9:30am & 6:30pm Wee Read @ 10:30 am Sit 'n Stitch @ 1pm Crazy 8s: 3rd-5th @ 4:30pm	28 Strength Training @ 10am Let's Talk @ 6:30pm	29 Card & Game Party from 1-3:30pm Final Friday Tech from 3-5pm	30 Let's Plant a Garden @ 10am Creation Station STEAM Festival from 10am-4pm
31						

# UPCOMING EVENTS

## More For Your Money Saturday, April 6 @ 2:00 pm

Would you like to get more for your money? Use your money wisely? Have a little money each month for the unexpected and emergencies? Join us for this special Money Smart Week presentation that will include money activities, group discussion, and resources to manage your money well. A minimum of 6 participants is needed for this event so please register by noon on April 5 to ensure it is held. Led by Susan Taylor, Iowa State University Extension and Outreach Human Sciences Specialist, Family Finance.

## Beginning Editing and Publishing Saturday, April 13 from 10:30 am—3:30 pm

Are you a writer looking for what to do next? This program is just for you! The morning session with Jane DeShaw (10:30am) will focus on how to get started with editing your work. The afternoon session with Mary Potter Kenyon (1:00 pm) will talk about getting published. Come to one or both sessions. Registration requested as space is limited. Walk-ins welcome if space allows. This workshop was postponed from February.

## Adulting Class: House Hunting with Carol Ruden Tuesday, April 16 @ 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 when looking to rent an apartment or purchase a house. For ages 13 and up.

## Final Friday Tech featuring Google Chrome Friday, April 26 from 3:00—5:00 pm

This month's topic is internet searching using Google Chrome. Other technology questions are welcome if time permits. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one. Final Friday Tech is held on the last Friday of each month.

## Wine and Beer Tasting Fundraiser Friday, April 26 from 5:00—8:00 pm

Join us at Brew & Brew in downtown Dyersville for wine and beer tasting from area wineries and breweries. Proceeds from the fundraiser will be used to support the library's collections and services.

- ◆ Participants: O So Good Winery, PromiseLand Winery, Potosi Brewing Company, Franklin Street Brewing Company, Matthews Distributing, and 7G Distributing.
- ◆ Tickets are \$20 in advance or at the door.
- ◆ Tickets are available at the library or Brew & Brew after April 2.
- ◆ Tickets include appetizers, a commemorative glass, and the tasting event.

## El dia de los niños/ El dia de los libros: Everybody Bakes Bread Saturday, April 27 @ 10:00 am

El dia de los niños / El dia de los libros, or Dia, is a celebration every day of children, families, and reading that culminates yearly on April 30. This year the library will be hosting a story time about bread. We will read the book *Everybody Bakes Bread* by Norah Dooley then we will sample breads from around the world. Kids will get to make their own tortilla to eat! All ages welcome, appropriate for families.

## Spring Tea Sunday, April 28 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. All ages welcome but children under the age of 10 require an adult companion. Sponsored by the Senior Advisory Committee.

## Kickin' the Kaiser: Anti-German Hysteria in Iowa during WWI Monday, April 29 @ 6:30 pm

Join Michael Luick-Thrams, an Iowa-born German-American historian, as he discusses what happened to German-Americans during the social and political turbulence of WWI when anti-Hun hysteria effectively killed German-American culture in the US to this day. Michael will also mention its effects specifically in Dyersville.

## Snow Day Challenges:

With the weather continuing to be so frightful and the kid's boredom so non-delightful, the library will be posting snow day challenges when school is cancelled! Snow day challenges are surprise challenges that could be crafts, LEGOs, STEAM-themed, or more that your family can do at home or the library. The challenges will be posted to our Facebook, Instagram and Twitter pages. Created something really cool based on the challenge? Share it with us on our social media platforms!



## Introducing Brainfuse!

We have a new on-line database for our patrons to use! *Brainfuse-Job Now* offers help for job seekers including a resume lab, job resources, and live job coaching. This database also offers help building college skills with on-line lessons and tests and live skill building. *Brainfuse-Vet Now* offers tools to help vets understand and navigate their benefits and community resources.



## Tentative Schedule of Upcoming Events – April and Beyond

**April is D.E.A.R. (Drop Everything And Read) Month - BOOK JAR!** D.E.A.R. is a month long celebration of children's author Beverly Cleary, her timeless stories, and the joy of reading. Join us at the JKPL again this year as we celebrate D.E.A.R. month with the Book Jar, a fun way to pick something different to read. The JKPL Book Jar is filled with slips of paper with book titles recommended by staff, Board, Friends, and avid readers. Different colored slips indicate different kinds of books - children's, teens, fiction, non-fiction, classics, etc. Participants pick a slip out of the jar and check out the book title they select. All participants are entered into a drawing for book and library related prizes.

**April is D.E.A.R. (Drop Everything And Read) Month - PATRON PICKS!** To celebrate this special month, patrons are encouraged to suggest books that made them "drop everything and read". Suggested titles will be put together into a recommended reading list and display. Everyone who recommends a books will have their name entered into a drawing to win an Adopt-a-Book form, where they get to select an item to be purchased in their name for the library collection.

**April is D.E.A.R. (Drop Everything And Read) Month - FACE OFF in Social Media!** Be sure to check out the library's Facebook, Instagram and Twitter posts this month and discover what your neighbors are reading. Everyone is invited to participate in this online contest and share what book they are currently reading. Each Friday during the month of April, there will be a random drawing from those who have responded, with the prize being an Adopt-a-Book form, where the winner gets to select an item to be purchased in their name for the library collection.

**Money Smart Week is March 30 through April 6 and April is National Financial Literacy Month.** MSW, a national initiative and partnership between the American Library Association and the Federal Reserve Bank (Chicago), is in its seventh year. The goal of this week is to provide financial literacy opportunities to help members of the community better manage their personal finances. National Financial Literacy Month runs all month. Check out the displays, pick up some information, or attend a program to help you become more money smart!

**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. 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: 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 *The Language of Flowers* by Vanessa Diffenbaugh. 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, April 1: Book Flicks @ Your Library presents "Can You Ever Forgive Me?" @ 6:30 pm.** Author Lee Israel made her living in the 1970's and 80's profiling the likes of Katharine Hepburn, Tallulah Bankhead, Estee Lauder and journalist Dorothy Kilgallen. When Lee is no longer able to get published because she has fallen out of step with current tastes, she turns her art form to deception. Based on the book by Lee Israel. Rated R. (110 min.)

**Tuesdays and Thursday, April 2 & 4: 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, April 2: Dungeons and Dragons Players Club @ 6:00 pm.** Join us for this monthly gaming event for D and D players! This group meets the first Tuesday of every month at 6:00 pm. The Library has materials available but feel free to bring your own. All ages and skill levels welcome. New players are welcome at any time.

**Wednesdays, April 3, 10, 17, & 24: 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 and is offered on Wednesdays at 9:30 am or 6:30 pm. Programs run through April 24. Registration is required as space is limited.

**Wednesdays, April 3, 10, 17, & 24: 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 and is offered on Wednesdays at 10:30 am. Programs run through April 24. Registration is required as space is limited.

**Wednesdays, April 3, 10, 17, & 24: 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.

**Fridays April 5, 12, 19, & 26: Card and Game Party from 1:00-3:30 pm.** Join us Friday afternoons in April for cards, games and snacks! Come meet, teach, and play with other players. Refreshments provided.

**Saturday, April 6: Coding Club @ 2:00 pm.** Ever wanted to try your hand at programming? Join the Western Dubuque High school programming club to see how easy it is to get started! The programming club will have a short presentation then lead participants step by step to design simple applications. Feel free to bring your own computer, tablet or other device, otherwise the library will have computers and tablets available on a first come-first serve basis. Recommended for ages 12 and up, but younger participants welcome if accompanied an adult or older sibling.

**Saturday, April 6: More For Your Money @ 2:00 pm.** Would you like to get more for your money? Use your money wisely? Have a little money each month for the unexpected and emergencies? Join us for this special Money Smart Week presentation by Susan Taylor, Iowa State University Extension and Outreach Human Sciences Specialist, Family Finance. This program will include money activities, group discussion, and resources to manage your money well. A minimum of 6 participants is needed for this event so please register by noon on April 5 to ensure it is held. Refreshments provided.

**Saturday, April 6: 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 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! Currently, 25 themed baskets, including books, stuffed toys, Ertl collectibles, make-up kits, baby items, Instax camera basket, puzzles, games, WD and Beckman themed, local business themed and more have been donated by area businesses, organizations and individuals. There is something for nearly every interest so be sure to come and take a peek and bid on your favorite. The silent auction will end at 3:00 pm sharp. These baskets make great gifts - for yourself or someone you love! All proceeds will be used to support library collections and services.

**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 led to her nomination and confirmation as a U.S. Supreme Court Associate Justice. Rated PG-13. (120 min.)

**April 7-13: Celebrate National Library Week: Libraries = Strong Communities.** National Library Week is a time to celebrate the contributions of our nation's libraries and library workers and to promote library use and support. From free access to books and online resources for families to library business centers that help support entrepreneurship and retraining, libraries offer opportunity to all. This week, JKPL joins libraries nationwide in celebrating the many ways libraries help build strong communities through partnerships, programs and services. Pick up a library community trivia form, answer the questions, and earn a chance to win a fun prize. Be sure to visit the JKPL during this special week and learn more about what the library has to offer.

**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.

**Monday, April 8: Lifelong Learners @ 6:30 pm.** Come join 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 Potter Kenyon and Sue Engelbrecht. This group meets on the 1st Monday of each month and is open to ages 17 and up. Registration encouraged but not required. *Note: the date of this program was moved this month due to a facilitator conflict with the date.*

**Tuesday, April 9 through Tuesday, May 14: Powerful Tools for Caregivers from 3:30-5:00 pm.** Caregiving is rewarding but it also stressful physically, emotionally, and financially. *Powerful Tools for Caregivers* is a six-week class led by a certified teacher and designed to provide you, the family caregiver, with the skills you need to take care of yourself. This course will help you reduce stress, improve self-confidence, balance your life, better communicate your feelings, increase ability to make tough decisions, and learn to locate helpful resources. There is a \$35 class fee to cover all materials (payable the first day of class). Registration is required as space is limited. This program is offered through a partnership through the Iowa State Extension and Outreach Office, Dubuque County. This class series will also be offered on Fridays, April 12-May 17 from 10:00-11:30 am.

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

**Thursday, April 11 thru Thursday, May 16: Everybody with Diabetes Counts from 2:00-3:30 pm.** *Everybody with Diabetes Counts: The Diabetes Empowerment Education Program* is an education curriculum designed to help Medicare-age people with pre-diabetes and existing diabetes gain a better understanding of diabetes self-care. Relatives and caregivers are welcome too! Topics include the human body and diabetes, risk factors, monitoring diabetes, physical activity, nutrition, complications, and medications. This class will meet every Thursday from 2:00-3:30 pm for six weeks. Registration is required by April 8. In order to hold this class, there must be a minimum of 5 people registered who are Medicare-age and have been diagnosed as either diabetic or pre-diabetic. But relatives, friends, and caregivers are also welcome! This class is offered as a partnership with Telligen, the Medicare Quality Improvement Organization for Iowa.

**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.

**Friday, April 12 through Friday, May 17: Powerful Tools for Caregivers from 10:00-11:30 am.** Caregiving is rewarding but it also stressful physically, emotionally, and financially. *Powerful Tools for Caregivers* is a six-week class led by a certified teacher and designed to provide you, the family caregiver, with the skills you need to take care of yourself. This course will help you reduce stress, improve self-confidence, balance your life, better communicate your feelings, increase ability to make tough decisions, and learn to locate helpful resources. There is a \$35 class fee to cover all materials (payable the first day of class). Registration is required as space is limited. This program is offered through a partnership through the Iowa State Extension and Outreach Office, Dubuque County. This class series will also be offered on Tuesdays, April 9-May 14 from 3:30-5:00 pm.

**Saturday, April 13: Beginning Editing and Publishing from 10:30 am to 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 (10:30am) will focus on how to get started with editing your work. The afternoon session with Mary Potter Kenyon (1:00 pm) 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. This workshop was postponed from February.

**Monday, April 15: Books for Lunch Movie presentation of "Green Book" @ 12:00 noon.** A white bouncer bonds with a black musician while chauffeuring him around the Jim Crow south. Rated PG-13. (130 min.)

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

**Monday, April 15: 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, April 16: Adulthood 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 adulthood 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 when looking to rent an apartment or purchase a house. For ages 13 and up.

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

**Friday, April 19: 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, April 19: 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. *Note: this month, game night is meeting on a different date due to the wine and beer tasting.*

**Sunday, April 21:** Library closed for Easter

**Monday, April 22: 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 that meets on the fourth Monday of each month. Teen and adult musicians of all skill levels are welcome to join this group facilitated by Sue Engelbrecht and Gary Bramel. 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, April 25: Let's Talk @ 6:30 pm.** Are you interested in socializing with other readers? Do you want to talk about the books you are reading 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, April 26: Final Friday Tech featuring Google Chrome from 3:00—5:00 pm.** This month's topic is internet searching using Google Chrome. Other technology questions are welcome if time permits. The library has a few laptops available to use but guests are encouraged to bring their own, if they have one. Final Friday Tech is held on the last Friday of each month.

**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, Textile Brewing Company, and Dimensional Brewing, and others. Tickets are \$20 in advance or at the door. Tickets are available at the library or Brew & Brew after April 2. Tickets include appetizers, a commemorative glass, and the tasting event. 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.

**Saturday, April 27: El dia de los niños/ El dia de los libros: Everybody Bakes Bread @ 10:00 am.** El dia de los niños / El dia de los libros, or Dia, is a celebration every day of children, families, and reading that culminates yearly on April 30. The celebration emphasizes the importance of literacy for children of all linguistic and cultural backgrounds. This year the library will be hosting a story time about bread. We will read the book *Everybody Bakes Bread* by Norah Dooley. Then we will sample breads from around the world, while listening to music from each country where the bread is eaten. Kids will get to make their own tortilla to eat! All ages welcome, appropriate for families.

**Saturday, April 27: Building Creativity One Block at a Time: a LEGO® program from 1:00 pm to 3:00 pm.** This month's theme is "Forest Animals". This LEGO® program is part of a monthly series at the library sponsored by DuTrac Community Credit Union. This program is for all ages but children under 7 must be accompanied by an adult or older partner. 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.

**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, we encourage you to wear a hat! Sponsored by the Senior Advisory Committee.

**Monday, April 29: Kickin' the Kaiser: Anti-German Hysteria in Iowa during WWI @ 6:30 pm.** Join Michael Luick-Thrams, an Iowa-born German-American historian, as he discusses what happened to German-Americans



during the social and political turbulence of WWI when anti-Hun hysteria effectively killed German-American culture in the US to this day. Michael will also mention the effects specifically in Dyersville.

**May 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 *Colorful Dutch Windows and Doors*. 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.

**Wednesdays, May 1, 8, 15, 22, 29: 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.

**May 4, 2019 - Star Wars Day Event.** Details coming.

**Thursday, May 9: Teen art class @ 6:00 pm** - details coming

**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—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 4 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 3 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.

**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.

**Tuesday, May 21: Public Works Street Department Open House and Equipment Display @ 4:00 pm.** Join us in the parking lot adjacent to the JKPL as we celebrate Public Works Week, May 19-25 in partnership with the Dyersville Public Works Department. Stop by anytime between 4:00 pm and 6:30 pm to see some of the equipment the Dyersville Public Works / Street Department uses to keep your city running! Public Works Director John Wandsnider and Street Department staff will be on hand to explain what the various equipment is used for and answer your questions. There will also be a John Deere simulator where you can try out driving the equipment! During this time, videos about how Public Works Departments will be running and refreshments will be available in the Hoffman Room. All ages welcome but children under ??? age must be accompanied by an adult. Times and final details to be confirmed. NOTE: Additional activities are also being considered.

**Tuesday, May 21: The Future of the Ash Tree in Dyersville @ 6:30 pm.** Join us at the JKPL as we celebrate Public Works Week, May 19 - 25, with this special presentation by the Dyersville Public Works Director, John Wandsnider. Wandsnider will share information about the ash trees in Dyersville, the effects of the Emerald Ash Borer and how the city is working to mitigate this threat to Dyersville's natural beauty. Questions welcome. Refreshments provided. Times and final details to be confirmed.

**Thursday, May 23: Public Works Week @ Your Library @ 6:00 pm.** Are you interested in what the Dyersville Public Works - Streets Department does but weren't able to attend the programs on Tuesday. Here is your chance! Videos of the equipment brought to the Open House, the presentation on the Future of the Ash Tree, and other videos about what Public Works Departments around the country do will be shown in the Hoffman Room starting at 6:00 pm. Guests are welcome to come for all or part of this presentation. Refreshments provided.

**Saturday, May 25: Letters from Elk City: The historical sources from 10:00 am-11:30 am.** This program by author Michael Tidemann includes slides of pre-Civil War and Civil War battlefields in the South. He also discusses the role of African-American soldiers and civilians during the war.

**Saturday, May 25: Public Works @ Your Library SimCity Challenge from 2:00- 4:00 pm.** Do you think you know how to run your own city? Then join our Simcity public works challenge! Participants will try Simcity, a game where you are in charge of all aspects of running a city, including building and maintaining it. At the end of the program, Judges will look at everyone's cities and pick their favorite. The winner will get \$20 in Dyersville Dollars! Ages 10+. Sign up is required due to limited space. The library will have computers and devices available for use on a first come first serve, otherwise feel free to bring your own from home.

**DATES to be confirmed: Chair Yoga with Karen Kramer @ 10:00 am.** Yoga is a great way to promote health of the body and the mind as it creates balance in the body through developing both strength and flexibility. Chair yoga involves the use of a chair to provide support, so it is great for seniors, those with limited mobility, or beginners. Karen Kramer, a registered yoga instructor, will teach this three class course on chair yoga. Each class will last 45 minutes. Everyone is welcome to join this free class. Comfortable clothing is suggested. Registration is encouraged, but walk-ins available if space allows.

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

**June – August: 2019 Summer Library Programs “A Universe of Stories”** (space theme). Details coming.

**Wednesday, June 12 thru August 23 (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 July 3-5. 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.

**June 8: Fly Me to the Moon.** Art, experiments, and fun activities centered around the moon.

**June 13: Martika Daniels.** She is amazing and inspiring, with a strong positive message about mental health. She will be doing her one woman stunt show. Sponsored by the Friends of the JKPL.

**Friday, June 21: Teen SRP: Muvchat movie night @ 6:00 pm.** More details to come.

**Saturday, June 29: Teen SRP Book Tasting @ 2:00 pm.** More details to come.

**July 2: Grout Museum: Space Explorers.** Discover what it's like to be an astronaut in this hands-on workshop! Participants will try their hand in multiple activities designed to sharpen critical thinking skills and encourage teamwork. They will use a robotic arm to move objects like a rover, launch a rocket, build a space lander, and more! Sponsored by the Friends of the JKPL.

**Wednesday, July 3:** Library closes at 5pm

**Thursday, July 4:** Library closed for Independence Day holiday

**July 13: Driftless Stargazing with John Heasley.** Participants act as scientists to sort through and classify the many "rocks" (planets, asteroids, comets, meteoroids) circling our Sun before taking a look at the "rocks" that fall to Earth. Kids will create craters and examine actual meteorites. Sponsored by the Friends of the JKPL.

**July 16: Galaxy Stones.** Last year we did a rock painting program and had a HUGE turnout. I want to do it again this year and offer two sessions since we had to turn kids away last year. This year we will paint rocks to look like galaxies. Sponsored by the Friends of the JKPL.

**Saturday, July 20: Adult/Teen SRP: TARDIS Escape room challenge @ 6:00 pm.** The TARDIS is malfunctioning and only you can save the day! The library will be hosting a Doctor Who themed escape room, where players will attempt to solve a series of logic puzzles to fix the TARDIS before time runs out. The library will hold sessions at 6:00, 6:30, 7:00 and 7:30. Registration is required, as each session limited to 5 people. For ages 13 and up.

**July 23: Jester Puppets: Space Cadets!** Using their unlimited imaginations, kids travel through space with cadets from the Academy as they problem solve, overcome challenges and work together as a team. Incorporated into the voyage are elements of STEM, stimulating and encouraging young minds. And, of course, there is the ever-present Jester Puppets' brand of humor! Sponsored by the Friends of the JKPL.

**July 27: Mississippi River Museum's Ocean Odyssey.** Break down common misconceptions surrounding sharks and rays, as we highlight the unique adaptations these animals have to survive. The program will also allow participants to explore the important roles sharks and rays play in the ecosystem, learn how the actions of people in the landlocked Tri-State area impact sharks and rays that live thousands of miles away, and discover how people can help protect them. Afterwards, participants may get their hands wet and touch some of these animals. Sponsored by the Friends of the JKPL.

**Sunday, July 28: Teen SRP Finale: Star Wars Night @ Your Library @ 5:00 pm.**  
the library. Registration requested. Snacks provided.

**Monday, September 1:** Library closed for Labor Day

**Sunday, September 8:** Library re-opens on Sundays

**Wednesday, November 27:** Library closes at 5:00 pm for Thanksgiving

**Thursday, November 28:** Library closed for Thanksgiving

**Friday, December 13: National Cocoa Day. Time and details to be decided :)** The National Cocoa Day is celebrated on December 13. This food day is a perfect occasion to indulge yourself with a cup of hot cocoa or some chocolate confections.

## Update from the Friends of the Library

Friends met on Tuesday, February 26, 2019.

**Winter Book Sale** profit was \$231.75. Weather was not good so may have effected. The group discussed changing to a spring and fall schedule instead of the current winter and summer. No decisions were made.

**Membership Drive** is ongoing. For 2019, have 167 members with \$2300.00 in dues and an additional \$1595 in donations.

Kimshiro Benton-Hermsen requested and received approval for funding of the following youth related programs:

- **All Iowa Kids Read: April or May. \$460.** Funds used to purchase a copy of the AIR book for each child to keep.
  
- **SUMMER READING: Approved \$2,040.00 Total**
  - **June 8: Fly Me to the Moon.**
  - **June 13: Martika Daniels. \$350.** She is amazing and inspiring, with a strong positive message about mental health. She will be doing her one woman stunt show.
  - **July 2: Grout Museum: Space Explorers.** Discover what it's like to be an astronaut in this hands-on workshop!
  - **July 13: Driftless Stargazing with John Heasley.** Participants act as scientists to sort through and classify the many "rocks" (planets, asteroids, comets, meteoroids) circling our Sun before taking a look at the "rocks" that fall to Earth.
  - **July 16: Galaxy Stones.**
  - **July 23: Jester Puppets: Space Cadets! \$400.** Using their unlimited imaginations, kids travel through space with cadets from the Academy as they problem solve, overcome challenges and work together as a team. Incorporated into the voyage are elements of STEM, stimulating and encouraging young minds.
  - **July 27: Mississippi River Museum's Ocean Odyssey.** Break down common misconceptions surrounding sharks and rays, as we highlight the unique adaptations these animals have to survive.

Bus Trip is October 16, 2019 to see *Singin in the Rain*. Due to increased costs, the per ticket cost will go from \$89.00 to \$93.00. They will start selling tickets in May.

DRA Grant was written to purchase a start-up collection of Vox Books for the library. These are hardcover children's picture books that come with audio built in. Total cost for this project is \$6081. The Friends decided to provide a match of \$2700 so the request to the DRA is \$3381.

Next Friends meeting scheduled for May 6 at 10 am.

Notes for Thursday, March 7, 2019 Fundraising Committee Meeting

The Fundraising Committee of the JKPL met on Thursday, March 7, 2019 at 7:00 pm. Present were Chairperson Mary Jane Meade, members Karen Kramer and Catherine O'Hea, and Library Director Shirley Vonderhaar. Brenda Ingles was excused.

**Love My Library:** This annual event starts in mid-January at the Soup Supper and runs until the end of February. Things may still come in but this it has technically ended. Since the Build-a-Basket bidding starts on Monday, March 11, the Love My Library Giving Tree and display will come down before that. So far for 2019, \$2184.00 has been deposited. Cost for this year was \$78.00 for the mailing. Next year costs will include purchasing envelopes so will be more. This response is very similar to previous years.

**Mystery Dinner:** The mystery dinner was held on February 9. 50 tickets were sold and profit is estimated at \$575.00. The committee discussed planning for 2020. Shirley reported that Die Laughing had asked if we were interested in booking the same show for 2020. Previous to this, there was some discussion that we would have to be looking for a new performance as we had booked all of the Die Laughing shows. Shirley shared that the people she had spoken with said they would be willing to attend the same show again as it was a fun night out. After discussion, the committee agreed to book the Die Laughing for a February 2020 event. We will also plan for the same venue and caterer. Shirley will contact all three to see about scheduling this event for the 2<sup>nd</sup> Saturday in February with the 3<sup>rd</sup> Saturday being a snow date.

**Build-a-Basket:** Basket donations started in February and as of the meeting 25 baskets have been donated with more coming in. Bidding begins on March 11 and goes until April 7. Shirley will be on vacation on the 7<sup>th</sup>, when the bidding closes, so other staff scheduled to work that Sunday will assist and Mary Jane will manage everything on behalf of the fundraising committee.

**Wine and Beer Tasting:** This event is scheduled for Friday, April 26 from 5 to 8 pm. It will be held at Brew and Brew. The plan was to host 3 wine and 3 beer vendors and try to get new and / or local vendors. Beer vendors who have agreed to participate are: Textile Brewing Company, Franklin Street and Dimensional Brewery. The only winery that has agreed to date is O So Good. Park Farm said they charge a fee for pouring at venues where they don't sell / serve but they offered a gift certificate to use as a door or raffle prize. Shirley hadn't received confirmation they will be donating that but she will find out more. We haven't heard back from the other wineries contacted so Shirley will follow up and reach out to some others. Potential vendors suggested by the committee were Tassel Ridge, Sunset Ridge, Crimson Sunset and Barrelhead Winery. Stone Cliff and Promise Land have both participated in the past and Brew & Brew sells their wine so they are likely to say yes.

We need to order glasses for this year's event. The committee looked at samples and agreed to get a stemless glass. If we can get a plastic glass that doesn't have a lip on it, they was their recommended product as it would be somewhat different and less expensive. Shirley will investigate further.

Jolene will likely sell 50/50 raffle tickets again this year and Lisa Christopher has agreed to make decorations. The price will remain \$20.00. The committee talked briefly about door prizes and most felt they weren't needed but a final decision on this was not made.

Appetizers will be similar to last year. Shirley will ask Brenda if she is willing to talk to Fareway about donated meat and cheese trays as they did last year and if she is willing to make and donate meatballs.

Shirley will order spinach dip and chips from J & D Mart and she and Karen will donate that. Mary Jane will donate pub mix for the tables and Brew and Brew will make and donate a sweet of some kind.

**Plant Sale Fundraiser:** After discussion, it was decided to change the date for the Plant Sale Fundraiser to May 18 as there was concern that the 4<sup>th</sup> would be too early in the season for people to be digging things up.

**Selling Candy at the Library:** Shirley is hoping to get the supplies needed to start this in the next couple of weeks. The plan is to offer a small variety of candy and snacks to purchase at the check out desk. If volume is significant, we make look at some kind of vending options

**Partnering with Restaurants:** Nothing new to report. Will discuss again at the next meeting.

**Making and Selling Greeting Cards and Book Marks:** Shirley reported that she hadn't had an opportunity to discuss this with our Cricut volunteer so will find our more and report back at the next meeting

**Boutique Crawl:** Mary Jane will investigate further.

**Schedule Next meeting:** Next meeting is scheduled for Tuesday, April 2, 2019 at 7:00 pm.

## Marketing Committee Meeting Minutes: March 7 @ 5:30 pm

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In attendance: Pat Valant, Catherine O'Hea, and Dawn Schrandt

### 1. Woman's Night sponsor

The library is again a boothless sponsor this year. Cost is \$100 and we are included in all publicity. We are to provide 400 of something to go into the attendees goodie bags and the committee decided on 10oz bottles of water with a Creation Station-themed label on them. This suggestion came from Catherine who talked to someone who said this was the best item in a goodie bag that they had received. Cost to purchase the water is \$55 and we already have labels we can use.

### 2. Creation Station

The banner arrived but with a few problems (extra grommets and black markings where they should be). The company is going to replace in a rush order. The banner is 4'x 8', double sided, and full color. The cost came to \$112.35 and Deb Gudenkauf donated \$100 towards the cost. John from Public Works has agreed to help us hang the sign and order the lift so we are working with him on that. We are also working on obtaining hardware to hang the sign. We thought we had decided on the hardware but Dawn discovered when she went to order that the hardware wouldn't support the weight of the banner (which is about 10 pounds). Dawn is trying to locate hardware that will work.

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

The library will have a Creation Station-themed mini float in the parade along with walkers. In addition to candy, the library is going to use its new button maker to make buttons to hand out.

### 4. Radio interviews scheduled

- a. March 26 for Creation Station STEAM Festival (Kim & Paul)
- b. April 8 for National Library Week (Angela)
- c. April 25 for the wine & beer tasting (Pat)

### 5. National Library Week

NLW is April 7-13 and the theme is *Libraries=Strong Communities*. Pat has an idea for a display in a steamer trunk that will go to 3-5 businesses during this week to advertise for the library. There will be a contest run where anyone who takes a picture with the display and posts it to the library's social media will get their name entered into a drawing for a prize.

11 A

James Kennedy Public Library FY20 Budget Proposal						
	FY19 Approved	6 months expended	FY19 Reestimate	FY20 Proposal	FY20 Approved	
<b>ESTIMATED REVENUES:</b>						
Dubuque County Library Agency	\$ 5,000.00	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
Fees from copier, R/P, etc.	\$ 5,000.00	\$ 2,407.31	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Open Access	\$ 12,400.00	\$ 10,458.17	\$ 10,458.00	\$ 10,500.00	\$ 10,500.00	
Access Plus / ILL	\$ 600.00	\$ 441.45	\$ 441.00	\$ 450.00	\$ 450.00	
Direct State Aid	\$ 1,800.00	\$ 1,990.83	\$ 1,991.00	\$ 2,000.00	\$ 2,000.00	
<b>TOTAL:</b>	<b>\$ 24,800.00</b>	<b>\$ 15,297.76</b>	<b>\$ 23,890.00</b>	<b>\$ 23,950.00</b>	<b>\$ 23,950.00</b>	
<b>ESTIMATED EXPENDITURES:</b>						
<b>PERSONAL SERVICES</b>						
Wages	\$ 228,856.00	\$ 110,025.22	\$ 226,200.00	\$ 237,059.00	\$ 237,059.00	
FICA	\$ 14,189.00	\$ 6,650.30	\$ 14,050.00	\$ 14,698.00	\$ 14,698.00	
Medicare	\$ 3,318.00	\$ 1,555.30	\$ 2,350.00	\$ 3,437.00	\$ 3,437.00	
IPERS	\$ 21,604.00	\$ 10,386.31	\$ 21,350.00	\$ 22,378.00	\$ 22,378.00	
SUI	\$ 184.00	\$ 75.79	\$ 170.00	\$ 188.00	\$ 188.00	
Group Insurance	\$ 35,700.00	\$ 18,678.95	\$ 37,564.00	\$ 40,757.00	\$ 40,757.00	
Meetings and training	\$ 2,500.00	\$ 2,047.66	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Dues and memberships	\$ 900.00	\$ 45.00	\$ 600.00	\$ 750.00	\$ 750.00	
<b>TOTAL:</b>	<b>\$ 307,251.00</b>	<b>\$ 149,464.53</b>	<b>\$ 304,784.00</b>	<b>\$ 321,767.00</b>	<b>\$ 321,767.00</b>	
<b>CONTRACTUAL SERVICES:</b>						
Utilities (telephone)	\$ 2,200.00	\$ 1,974.97	\$ 4,632.00	\$ 4,700.00	\$ 700.00	
Electricity	\$ 14,000.00	\$ 7,669.24	\$ 13,000.00	\$ 14,000.00	\$ 14,000.00	
Gas / Heat	\$ 2,200.00	\$ 493.54	\$ 2,400.00	\$ 2,500.00	\$ 2,500.00	
Insurance (bldg)	\$ 7,344.00	\$ -	\$ 7,344.00	\$ 7,711.00	\$ 7,711.00	
Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	
Custodial services	\$ 8,000.00	\$ 3,750.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
Window cleaning	\$ 220.00	\$ 220.00	\$ 220.00	\$ 220.00	\$ 220.00	
Service / Maintenance Contracts	\$ 5,300.00	\$ 1,330.87	\$ 5,300.00	\$ 9,000.00	\$ 9,000.00	
<b>TOTAL:</b>	<b>\$ 39,264.00</b>	<b>\$ 15,438.62</b>	<b>\$ 40,896.00</b>	<b>\$ 46,131.00</b>	<b>\$ 42,131.00</b>	
<b>SUPPLIES:</b>						
General library supplies	\$ 10,000.00	\$ 4,791.01	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
Program fees & supplies	\$ 2,500.00	\$ 847.98	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	
Marketing & advertising	\$ 1,500.00	\$ 358.18	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	
Maintenance and Repairs	\$ 6,000.00	\$ 4,966.33	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	
<b>TOTAL</b>	<b>\$ 20,000.00</b>	<b>\$ 10,963.50</b>	<b>\$ 21,000.00</b>	<b>\$ 21,000.00</b>	<b>\$ 21,000.00</b>	
<b>BOOKS AND MATERIALS</b>						
Adult fiction	\$ 8,000.00	\$ 4,677.15	\$ 8,000.00			
Adult nonfiction	\$ 5,000.00	\$ 1,882.44	\$ 5,000.00			
YA fiction	\$ 1,800.00	\$ 1,133.52	\$ 1,800.00			
YA nonfiction	\$ 800.00	\$ 50.67	\$ 800.00			
Juvenile fiction	\$ 7,100.00	\$ 2,887.87	\$ 7,100.00			
Juvenile nonfiction	\$ 3,300.00	\$ 2,096.26	\$ 3,300.00			
Large Print	\$ 4,000.00	\$ 1,032.76	\$ 4,000.00			
Electronic media (ebooks, etc.)	\$ 5,000.00	\$ 2,559.99	\$ 5,000.00			
Reference & electronic databases	\$ 5,000.00	\$ 4,972.60	\$ 5,000.00			
Periodicals and newspapers	\$ 4,000.00	\$ 1,567.19	\$ 4,000.00			
Audiobooks (CD, playaway)	\$ 3,700.00	\$ 1,687.45	\$ 3,700.00			
Software & Gaming	\$ 2,000.00	\$ 529.02	\$ 2,000.00			
DVDs	\$ 6,500.00	\$ 2,669.75	\$ 6,500.00			
SS / Creation Station	\$ 1,800.00	\$ 205.19	\$ 1,800.00			
<b>TOTAL:</b>	<b>\$ 58,000.00</b>	<b>\$ 27,951.86</b>	<b>\$ 58,000.00</b>	<b>\$ 59,740.00</b>	<b>\$ 59,740.00</b>	
<b>TOTAL EXPENDITURES:</b>	<b>\$ 424,515.00</b>	<b>\$ 203,818.51</b>	<b>\$ 424,680.00</b>	<b>\$ 448,638.00</b>	<b>\$ 444,638.00</b>	
<b>TOTAL REVENUES:</b>	<b>\$ 24,800.00</b>	<b>\$ 15,297.76</b>	<b>\$ 23,890.00</b>	<b>\$ 23,950.00</b>	<b>\$ 23,950.00</b>	
<b>ACTUAL ASKING</b>	<b>\$ 399,715.00</b>	<b>\$ 188,520.75</b>	<b>\$ 400,790.00</b>	<b>\$ 424,688.00</b>	<b>\$ 420,688.00</b>	
<b>Capital Improvement</b>		\$ 12,040.00				
<b>Total Expenditures</b>		\$ 215,858.51				



11B

**Fees at the James Kennedy Public Library – effective March 2019**

**Fees for all customers:**

Copying and printing:

8 ½ x 11 black	.15 per side
8 ½ x 11 color	.50 per side
Legal or ledger black	.20 per side
Legal or ledger color	1.00 per side

Scanning

Flat fee for up to 10 pages	1.00
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Faxing

Sending first page	2.00
Sending additional pages	1.00 each
Receiving (printing)	Same as standard printing / copying fees
International faxing currently not available	

Reader / Printer

Same a printing for USABLE prints (use of the machine is free)

Lost materials

Price for purchasing replacement copy plus \$5.00 processing fee

Lost library cards

First replacement free, habitual replacement \$2.00 each

Earbuds

2.00

**Replacement of parts and pieces:**

- Sleeves (for audiobooks, console games, DVDs, & Blurays) - \$0.50
- Sleeve inserts (color copies) - \$1.50
- Audiobook cases - \$10.00
- Playaway cases - \$7.00
- Playaway lids - \$1.00
- DVD & Console game cases (single) - \$1.50
- DVD cases (multiple disc) - \$3.00
- Bluray cases - \$1.50
- Book and CD case (small) - \$3.00
- Book and CD case (large) - \$4.00
- Barcodes - \$0.50
- Demco covers (small) - \$1.00
- Demco covers (large) - \$1.50
- Colibri covers (mini) - \$3.00
- Colibri covers (standard) - \$3.25
- Colibri covers (large) – 3.50

**Fees for non-residents:**

Full library services are provided with no service fees charged to the following:

- All residents of the city of Dyersville, and all non-resident individuals owning property in the City of Dyersville, and their spouses and children
- All residents of cities and / or counties having a contract with the James Kennedy Public Library
- All eligible non-residents who purchase a full-service membership

**Full service membership fee:**

**Eligibility:** All those who live outside of the City of Dyersville or who are otherwise not eligible for full service. Residents of Dubuque County whose taxing body does not provide for library service are not eligible to purchase membership.

**Fee:** Non-resident patron fees will be pro-rated at \$8.00 per month for a household, or \$4.00 per individual figured from the month of payment to the end of the fiscal year (\$96 for household for 12 months, \$48 for individual for 12 months)

**Fees for those not eligible for full service:**

**Holds and reserves:** \$1.00 per item, to be paid in advance.

**Computer use:** \$1.00 per half hour or any portion thereof.

**Interlibrary Loan:** Not eligible for service.

Notes from Policy Meeting held on March 4, 2019

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

**Confidentiality Policy:** In February, the JKPL Board approved a revised Confidentiality Policy. This policy was originally modeled on the Carnegie-Stout Policy which has since been shortened and a statement about electronic materials added. The Committee is recommending that the JKPL Confidentiality of Library Records Policy be revised to include a statement on electronic or digital services. This statement has been included as item c in the proposed policy.

**Personnel Policy:** The JKPL follows the City of Dyersville Employee Policy Handbook for personnel issues and includes a statement regarding that in its policies. In January, the City of Dyersville approved a Social Media Sites addition to the Employee Policy Handbook. The Committee is recommending a revision to the JKPL Personnel Policy statement to include reference to 14.7: Social Media Sites.

**Social Media Policy:** As noted above, the City Council approved an amendment to the Dyersville Employee Policy Handbook, adding a section on Social Media Sites. The JKPL has had a Social Media Policy since 2013. The Committee is recommending that the JKPL Social Media Policy be revised to reflect and clarify the city's policy. This is a change in organization and some language, but not really in content.

**Inclement weather:** This policy is an addendum to the Dyersville Employee Policy Handbook. The committee is recommending some minor changes for clarity and removing from it emergency issues that are not weather related as these should be addressed in an Emergency or Disaster policy.

**Emergency and Disaster Policy:** Shirley reported that she is working on a policy that incorporates the fire and health emergency areas that were removed from the Inclement Weather policy, as well as such topics as flood, active shooter, evacuation, etc. This new policy was not ready for review and discussion so will be part of the next committee meeting and brought to the Board for review and discussion at the April Board meeting.

**Circulation and Services:** In 2018 there was a lot of discussion on the library listservs regarding whether it was legal and / or ethical to require parental or guardian signatures to issue library cards to minors, especially teens who are very independent. Shirley reported that she is working on pulling together information on this issue and will have a proposal for the Committee and Board to discuss at their April meetings.

**Schedule next meeting:** Meeting was scheduled for Monday, April 1, 2019 at 4:30 pm.

## 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.
- c. The library cannot guarantee the confidentiality of information sought or received, or materials consulted or borrowed, from third party digital services, including but not limited to, eBooks and eAudio, to which we provide access.

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, revised 3/2019

## **James Kennedy Public Library Personnel Policy**

### **City of Dyersville Employee Policy Handbook Statement:**

The James Kennedy Public Library is a department of the City of Dyersville. As such, we follow the City of Dyersville Employee Policy Handbook established by the City of Dyersville, with alterations and addendums as deemed appropriate by the Library Board.

The Table of Contents of the City of Dyersville Employee Policy Handbook, is included with this document to illustrate the overall content, as are the following addendums:

#### **Section 3.2: Employee Appearance**

#### **Section 9: Holidays**

#### **Section 14.1: Inclement Weather**

#### **Section 14.7: Social Media Sites**

**Definitions:** Because the library has an autonomous governing Board of Trustees, in the Employee Handbook where it refers to city administration and government, the following definitions will typically be applied:

Department Head – Library Director

City Administrator – Chairperson of the JKPL Personnel Committee

Mayor or member of the City Council – Board President or a member of the Board of Trustees

City Council – JKPL Board of Trustees

Adopted 1989, reviewed 2/02, revised 3/07, 12/08, reviewed 2/2012, revised 3/2015, revised 2/2017, revised 3/2019.

To be reviewed: Annually or when the City has policy changes.

**Addendum to  
City of Dyersville Employee Policy Handbook,  
Section 14.1: Inclement Weather**

**Inclement Weather Policy and Emergency Procedures**

**I. Purpose**

The purpose of this policy is to assure that patrons will have safe access to the building and that the library will be adequately staffed during the hours the public expects it to be open.

**II. Building Safety**

The library front walk and emergency exit doors must be kept free of snow and ice to maintain safe access to the library building.

Under bad weather conditions, library circulation desk staff should monitor the condition of the sidewalk and entrance hourly to determine safe access to the building.

The Director or Librarian on Duty will contact the appropriate personnel in the city offices (875-7724) if the sidewalks or doors need more attention than library staff can provide, or if the parking lot needs attention.

**III. Closings & Cancellations**

The library will be closed to the general public by the library director when safe access to the building or the parking lot cannot be maintained, when Dyersville government offices close, when the director closes the library in response to a weather warning, or when emergency services such as Police and Fire Department request closure of the facility. If the library director cannot be reached, the assistant director and / or Library Board President are also authorized to make this decision.

Library programs scheduled to take place during the time of the closure will be canceled in the event of a closing.

In the event of school delay or closing, morning programs for children 5<sup>th</sup> grade and younger will be cancelled. Afternoon and / or evening programs for all ages will be cancelled at the discretion of the librarian responsible.

**IV. Staffing Expectations**

Library employees are expected to report to work at scheduled starting times under inclement weather conditions, such as snow storms, unless they are excused by their supervisor.

The employee will not be paid for the time missed; however, he/she may use floating holiday, accumulated vacation time or comp time, if available to them, in order to receive payment for time missed. They also have the option to make up



the time missed within the work week. Sick leave and unearned vacation time may not be used for this purpose.

## **TORNADO SAFETY PROCEDURES:**

*Please note that the overriding priority is ensuring the safety of patrons and staff. If the urgency of the situation warrants, steps may be eliminated from these procedures.*

### **A. TORNADO**

#### **1. Tornado WATCH:**

Step 1: Notify library users as to areas affected and duration of the watch.

Step 2: Repeat information every 30 minutes or when new information becomes available.

Step 3: Continue to monitor the situation with the Weather radio and the Internet.

#### **2. Tornado WARNING:**

Step 1: Notify library users as to areas affected and the duration of the warning.

Step 2: If the Weather radio and / or emergency system siren indicate that Dyersville is part of the warning, then all ADULT patrons or children accompanied by a parent or guardian must either leave the library **OR** go to the tornado shelter (basement). Children under the age of 16 who are NOT accompanied by a parent/guardian **MUST** proceed to the shelter (basement) with Library staff. Unaccompanied children may **NOT** leave the library in these circumstances.

NOTE: Staff should permit and encourage children to call their parents if and when you proceed to the shelter.

Step 3: Make certain that no one is left in Library.

Step 4: Lock the INSIDE doors and leave outside doors unlocked for people seeking shelter.

Step 5: Put "Weather Alert" signs on the outside doors.

Step 6: Take following items with you to shelter: weather radio, cell phone (if you have one), purse/keys, chairs (if needed), and a flashlight. The weather radio is located in the cabinet near the coat rack. Be sure to take your library keys so that you can access the phone located in the basement computer room.

Step 7: Turn on the Weather radio to find information specific to Dubuque / Delaware County / Dyersville.

If the Weather radio indicates that Dyersville is NOT included in the warning and the tornado siren has NOT gone off staff may use their discretion as to whether patrons (adult and children) may be allowed to remain in the library or whether you will announce that they will have to choose between leaving the library (if an adult or accompanied child) or going to the shelter.

**NOTE: WHEN IN DOUBT IN THESE CIRCUMSTANCES, ERR ON THE SIDE OF CAUTION AND ORDER ALL UNACCOMPANIED CHILDREN TO GO TO**

**THE SHELTER, AND ALL ADULTS TO CHOOSE BETWEEN THE SHELTER AND LEAVING THE LIBRARY.**

If you decide to give patrons the option to stay in the library, walk through the library and provide information to all patrons as to the affected areas and duration of the warning and find out if they will stay. If any child chooses to go to the shelter they **MUST** be accompanied by a library staff person.

Adopted 10/1988, revised 1/2008, 2/2011, 3/2014, 2/2017,  
revised 3/2019

**Addendum to  
City of Dyersville Employee Policy Handbook,  
Section 14.7: Social Media Sites**

In accordance with the City of Dyersville Employee Policy Handbook, section 14.7: Social Media Sites, the James Kennedy Public Library offers the following policy clarification.

The James Kennedy Public Library may sponsor blogs, wikis, photo sharing, video sharing, and other social networking sites or applications to support our mission of meeting the educational, informational, cultural, and recreational needs of our library users. All official James Kennedy Public Library presence on social media accounts are considered an extension of the library's information networks to inform the public about library resources and activities, to increase the public's use of library resources, and to provide additional communication with members of the public. This policy is applicable to all social media messages generated by employees of James Kennedy Public Library that relate to their status as an employee of the library. The library's website [www.dyersville.lib.ia.us](http://www.dyersville.lib.ia.us) will remain the official location for content regarding library business, services, and events.

**Definitions:**

**Social Media:**

Various forms of discussion and information-sharing, including social networks, blogs, video sharing, podcasts, wikis, message boards, and online forums. Technologies include: picture-sharing, wall-postings, fan pages, email, instant messaging, and music-sharing. Examples of social media applications include, but are not limited to, Google and Yahoo Groups (reference, social networking), Wikipedia (reference), Facebook (social networking), YouTube (social networking and video sharing), Flickr (photo sharing), Twitter (social networking and micro-blogging), LinkedIn (business networking), Pinterest (content sharing service) and news media comment sharing/blogging.

**Business Purposes:**

Use of social media as a means of communicating official information about the library, including events, business information, emergency information, and featured stories. Business purposes also includes use of social media for interaction with a professional association, information source necessary to the job duties of an employee, and interaction with other members of a professional association.

**Personal Use:**

On-duty and off-duty use of personal social media sites by a library employee for any purpose that is not a business purpose. This includes access on personal or library provided computers and smart phones.

The Library Director or other assigned librarian will serve as the social media moderator to control the social media accounts, respond to patron comments, and ensure appropriateness of content. The moderator should regularly monitor and update social media accounts. When moderation of comments is an available option on one of the social media sites, comments from

the public may be reviewed before publishing in library forums. James Kennedy Public Library reserves the right to restrict or remove any content that is deemed in violation of the City of Dyersville Social Media Comments Policy or any applicable law.

The Library Director or other assigned librarian reserves the right to delete submissions that are deemed inappropriate, according to prescribed unacceptable content standards. The person who has his or her posting deleted may appeal the deletion, in writing, to the Library Director within 30 days after the deletion. The Library Director will affirm or reverse the decision to delete a posting within 30 days after receiving the written appeal. Friends, fans, or followers may be removed if they continue to post inappropriate content. One warning should be given. If the individual posts inappropriate content a second time, they may be removed or blocked.

The James Kennedy Library is not, however, obligated to modify or remove any messages or postings and will not be responsible or liable for content posted by any participant in a Library-sponsored social networking service.

All postings on social networking sites are public record and commenters are urged to protect their privacy and identity.

Use of any James Kennedy Public Library social networking site constitutes agreement with the terms outlined in this policy.

Employees who are representing the James Kennedy Public Library via social media accounts must conduct themselves at all times as representatives of the James Kennedy Public Library and any posted content must comply with the City of Dyersville Social Media Comments Policy or any applicable law

Any employee who discovers a violation of this policy shall immediately notify the Library Director. An employee who violates this policy or uses social media for improper purposes shall be subject to disciplinary action up to, and including, termination of employment.

#### Posting Guidelines:

Employees should be conscious of what they post on social media sites and avoid presenting personal opinions that imply endorsement by the library. If posted material could be attributed to the library, the post must be accompanied by a disclaimer identifying the statements or opinions presented as those of the poster and stating that the statements or opinions do not reflect those of the library.

Employees that use social media accounts are responsible for complying with applicable federal, state, and local laws, regulations, and policies. This includes adherence to established laws and policies regarding copyright, records retention, Freedom of Information Act (FOIA), First Amendment free speech rights, privacy laws, and information security policies established by the James Kennedy Public Library.

Employees may not post text, video, pictures, or other material that would reasonably be considered to be detrimental to the image of the library. Employees may only post material which they have permission to use.

Employees should keep in mind that once an item is posted, it is publicly available on the Internet and cannot be retracted.

#### Prohibited Content:

In addition to content that is in violation of the City of Dyersville Social Media Comments Policy or any applicable law, the following content shall be prohibited on official James Kennedy Public Library social media sites.

- Personal information about employees or patrons
- Posting of HIPPA protected information

#### Social Media Account Security:

- Only the Library Director, the Assistant Library Director and the assigned moderator should know the login and password to social media accounts
- If the moderator changes, the login and password should also change
- Employees may not use their City email account in connection with a social networking account that is used solely for personal commentary and purposes.
- Employees shall not participate in online social media or forums on behalf of the Library unless they are authorized to do so by the Library Director

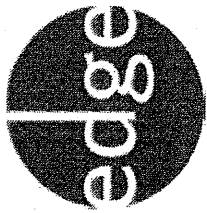
#### Expressions of Concern:

The James Kennedy Public Library Director and the Board of Trustees welcome feedback from customers. Any customer concerns will be handled promptly and courteously.

#### References:

This policy was adapted from the City of West Des Moines Social Computing Policy

Approved 6/19/13, revised 3/2019



ACTION PLAN

JAMES KENNEDY PUBLIC LIBRARY

March 5, 2019

COMMUNITY VALUE

Indicator	Action Item	Last activity	Status [1]
1.1	Provide structured and regularly scheduled classes on library resources to promote digital literacy in your community. [2]	3/5/19	Not started
1.1	Provide structured and regularly scheduled classes on social media to promote digital literacy in your community. [3]	3/5/19	Not started
3.3	Provide and maintain a collection of online resources related to homework help, research, and information literacy for students to promote the use of public technology to enhance the education of your community. [4]	3/5/19	Not started

ENGAGING THE COMMUNITY

Indicator	Action Item	Last activity	Status [1]
4.1	Create a list of local media contacts to use as a resource for conducting media outreach. Update the list at least annually. [5]	3/5/19	Not started
4.4	Conduct an evaluation of the effectiveness of digital literacy programs and services annually to ensure you are meeting your community's technology needs. [6]	3/5/19	Not started
4.5	Incorporate digital inclusion and innovation goals in library's strategic planning and decision making. [7]	3/5/19	Not started
5.2	Provide and maintain a roster of community organizations that offer technology services and resources to easily refer community members in the event additional services are needed [8]	3/5/19	Not started
6.1	Improve library technology management and public services by using existing resources (e.g., Tech Soup, WebJunction, Edge). [9]	3/5/19	Not started

## ORGANIZATIONAL MANAGEMENT

Indicator	Action Item	Last activity	Status [1]
7.1	Implement an equipment replacement policy to insure that the library periodically evaluates and updates its computer equipment capabilities. [10]	3/5/19	Not started
7.1	Implement a software upgrade policy to ensure that the library periodically evaluates and updates its network software. [11]	3/5/19	Not started
7.1	Use systems management software to simultaneously upgrade all of the library's computers to current versions of Internet browsers, web applications, and plug-ins (e.g., Java, PDF, Flash, Shockwave, Windows Media Player) are included in a technology manage [12]	3/5/19	Not started
8.2	Add technology competencies and responsibilities to job descriptions for public services staff. [13]	3/5/19	Not started
9.4	Provide equipment that ensures privacy and allow patrons to conduct sensitive transactions (placing computer monitors so they can't be viewed by other patrons) [14]	3/5/19	Not started
9.4	Provide equipment that ensures privacy and allow patrons to conduct sensitive transactions (installing partitions between workstations) [15]	3/5/19	Not started
10.1	Perform speed tests on public computers to compare advertised and actual bandwidth speed. [16]	3/5/19	Not started
10.2	Provide library staff with access to a troubleshooting guide for network devices and peripherals, including call numbers and service provider information. [17]	3/5/19	Not started