

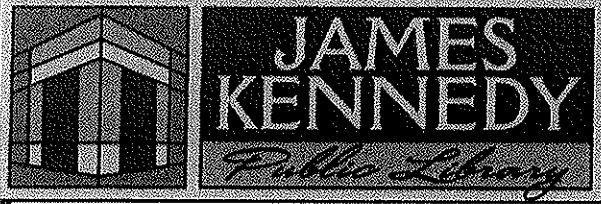
Hello Board members!

I am at the ARSL conference until Sunday 9/10/17 evening. I believe I have all of the Board packet information ready to go for you. If anything is missing or odd, please let me know and I will correct it on Monday.

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve minutes of Previous Meetings: August 8, 2017 Special Meeting and Regular Meeting – **A & B**
 - Approve August Librarian's Report – **C**
 - Approve Bills:
 - August Claims Report – **D**
 - Library Claims for August – **E (Separate Document)**
 - August & September Credit Card Claims - **F**
 - Budget Reports
 - August City Report – **G**
 - August Library Report – **H**
 - Trust Account Reports
 - August Bank Statements – **I-1 & I-2**
 - August Balance Report – **J**
 - Trust Account Expenditure Report – **K**
 - August Donations Form - **L**
 - Program Reports
 - August Report on Programs and Attendance – **M**
 - September Calendar of events – **N (separate document)**
 - Schedule for upcoming programs - **O (separate document – will be posted later)**
 - Children Summer Reading Program reports – **P**
 - Teens Summer Reading Program report - **Q**
 - Grant Report – **Have purchased the 3 AWE computers funded by DRA / Friends**
 - Friends of the Library Report – **Nothing new to report**
4. Committee Appointments
5. Schedule for attendance of City Council Meetings
6. Executive Committee Report
7. Finance Committee Report
8. Fundraising Committee Report

- Notes from August 28, 2017 meeting
 - Schedule for FY18 events
9. Furnishings, Art & Facilities Committee Report
 10. Marketing Committee Report
 - Notes from August 30, 2017 meeting
 11. Personnel Committee Report
 12. Policy Committee Report
 13. Strategic Planning Report / Update on Small Libraries Create Smart Spaces
 14. Meetings and Training
 - Upcoming : **Agency meeting, Town Meetings, ILA**
 - Recently Attended : **ARSL**
 15. Oral Presentations
 16. Adjournment

Date of next regular meeting: Tuesday, October 10, 2017 5:30 pm



320 1st Ave E
Dyersville, Iowa 52040

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

Regular Library Board Meeting

September 12, 2017

5:30 pm
Program Room
James Kennedy Public Library

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve minutes of Previous Meetings: August 8, 2017 Special Meeting and Regular Meeting
 - Approve August Librarian's Report
 - Approve Bills:
 - August Claims Report
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 - August & September Credit Card Claims
 - Budget Reports
 - August City Report
 - August Library Report
 - Trust Account Reports
 - August Bank Statements
 - August Balance Report
 - Trust Account Expenditure Report
 - August Donations Form
 - Program Reports
 - August Report on Programs and Attendance
 - September Calendar of events
 - Schedule for upcoming programs
 - Children and Teens Summer Reading Program reports
 - Grant Report
 - Friends of the Library Report
4. Committee Appointments
5. Schedule for attendance of City Council Meetings

E-mail: svonderhaar@dyersville.lib.ia.us
Web: www.dyersville.lib.ia.us

Director: Shirley Vonderhaar

Accredited by the State of Iowa, June 2008

6. Executive Committee Report
7. Finance Committee Report
8. Fundraising Committee Report
 - Notes from August 28, 2017 meeting
 - Schedule for FY18 events
9. Furnishings, Art & Facilities Committee Report
 - Update on projects
10. Marketing Committee Report
 - Notes from August 30, 2017 meeting
11. Personnel Committee Report
12. Policy Committee Report
13. Strategic Planning Report / Update on Small Libraries Create Smart Spaces
14. Meetings and Training
 - Upcoming
 - Recently Attended
15. Oral Presentations
16. Adjournment

Date of next regular meeting: Tuesday, October 10, 2017 5:30 pm

**James Kennedy Public Library
Board of Trustees
Minutes of the August 8, 2017, Special Meeting**

A special meeting of the Board of Trustees of the James Kennedy Public Library for the purpose of electing officers was held on Tuesday, August 8, 2017, in the program room. Present: Steven Werner, Angela English, Patrick Valant, Mike Mullis, Mary Jane Meade, Lynn Osterhaus, Joe Petsche, Director Shirley Vonderhaar and Assistant Director Dawn Schrandt. Absent: Barb Heitzman and Jolene Pitzenberger-Timp.

Board President Angela English called the meeting to order at 5:30 pm.

Agenda: Lynn MOVED "Approval of the Agenda as posted which motion was seconded by Joe and CARRIED. Ayes: Werner, English, Valant, Mullis, Petsche, Osterhaus, Meade. Nays: none. Absent: Heitzman and Pitzenberger-Timp.

Election of Officers: The following were nominated for office:

President: Angela English

Vice-President: Pat Valant

Secretary: Mary Jane Meade

Pat MOVED "that nominations be closed and that the nominees be elected by acclimation" which was seconded by Mike and CARRIED. Ayes: Werner, English, Valant, Mullis, Petsche, Osterhaus, Meade. Nays: none. Absent: Heitzman and Pitzenberger-Timp

Pat MOVED to adjourn and was seconded by Mike and CARRIED at 5:34 pm.

Mary Jane Meade, Secretary

**James Kennedy Public Library
Board of Trustees
Minutes of the August 8, 2017 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, August 8, 2017, in the program room. Present: Lynn Osterhaus, Steve Werner, Mary Jane Meade, Pat Valant, Mike Mullis, Joe Petsche and Angela English, Library Director Shirley Vonderhaar, and Assistant Director Dawn Schrandt. Absent: Barb Heitzman and Jolene Pitzenberger-Timp.

- 1. Board President Angela English called the meeting to order at 5:35 pm.
- 2. Agenda: Lynn MOVED "approval of the Agenda," which motion was seconded by Joe and CARRIED. Ayes: Osterhaus, English, Werner, Valant, Mullis, Petsche and Meade. Nays: None. Absent: Heitzman and Pitzenberger-Timp.

3. Agenda Consent Calendar

- Correspondence & Communication – Miriam Eick’s letter was shared updating board on 30 years of collecting overdue items.

FY17 Information and reports:

- Minutes of Previous Meeting: June 13, 2017
- June Librarian’s Report
- Bills:
 - June Bills submitted/ pd by city 6/26/17
 - Library Claims for June
 - Final June Credit Card Claims

• Budget Reports

- June City Report
- June Library Report

• Trust Account Reports

- June Bank Statement
- June Balance Report
- Trust Account Expenditure Report
- June Donations Form
 - Roger Theide- \$50.00
 - ShopCo Foundation- \$250.00
 - Plant Fundraiser- \$36.00
 - Family Getaway Fundraiser- \$290.00
 - TACKL- DTFN Fundraiser- \$109.00
 - Ray Rardin- \$150.00

• Program Reports

- June Report on Programs and Attendance- Discussion of WD / USDA sponsored lunch program. Average of 58 children per day ate lunch at JKPL during June

• Quarterly Contract Use Reports

- Statistics by Residence Area
- Statistics by Contract/Service Area

FY 18 Information & Reports

- July Librarian's Report
- Bills
 - July Claims Report
 - Library Claims for July
 - Library Claims for August
 - July/August Credit Card Claims
- Budget Reports
 - July City Reports
 - July Library Report
- Trust Account Reports
 - July Bank Statements
 - July Balance Report
 - Trust Account Expenditure Report
 - July Donations Form
 - Wine Glass- \$5.00
 - TACKL- DTFN Fundraiser- \$56.00
- Program Reports
 - July Report on Programs and Attendance
 - August Calendar of Events
 - Schedule for upcoming programs
- Grant Report – Nothing to report
- Friends of Library Report- Friends expressed concerns with need to clean carpet in Hoffman Room after summer lunch program.

Steve MOVED “approval of the consent items” which was seconded by Mike and CARRIED. Ayes: Osterhaus, Werner, Meade, Valant, Petsche, and English. Nays: None. Absent: Heitzman and Pitzenberger-Timp.

4. Library Holiday Hours: Shirley presented schedule for holiday hours for FY18. Lynn MOVED “approval of library hours for FY18 as presented” which was seconded by Pat and CARRIED. Ayes: Osterhaus, Werner, Meade, Valant, Petsche, and English. Nays: None. Absent: Heitzman and Pitzenberger-Timp.
5. Executive Committee Report: No report.
6. Finance Committee Report: No report.
7. Fundraising Committee Report: Shirley shared summary report of FY17 fundraising projects.
8. Furnishings, Art & Facilities Report- No report.
9. Marketing Committee: No report.
10. Personnel Committee Report: Motion from the Committee “to approve the revised JKPL employee pay rates and ranges to reflect FY18 COLA” which doesn't require a second and CARRIED. Ayes: Osterhaus, English, Werner, Valant, Mullis, Petsche and Meade. Nays: None. Absent: Heitzman and Pitzenberger-Timp.
11. Policy Committee Report- No report.
12. Strategic Planning Report: No report.

13. Meetings and Training

- Town Meetings held in Fayette and Coralville in September.
- ILA held in Coralville October 18-20.

14. Oral Presentations: Pat discussed viewing of "Almost Sunrise" during Veteran's Day weekend. American Legion paid the \$99.00 fee and several sights considered for possible showing with Hoffman Room likely choice.

15. Angela made a motion to ADJOURN at 6:25 pm.

Mary Jane Meade, Secretary

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT
 Librarian's report to the Board of Trustees for the month August 2017

Additions:

Items purchased: 252 Items donated: 46 Year to date: 502
 Items donated previous YTD: 180 Items donated YTD: 79
 Items withdrawn: Books: 550 Kits: 42 Xbox: 1 Puppets: 1 Games: 8
 Year to date: Books: 1,115 Tape: 1 Kits: 42 Xbox: 1 Puppets: 1 Games: 8
 New Library Cards Issued City: 15 Contractual: 8 Total: 23 YTD: 61
 Computer use: 910 hours YTD: 1,630 hours Previous YTD: 1,744 hours
 Meeting Room Use: 237 Library Use: 66 Community Use: 171 YTD: 430 Previous YTD: 309
 Programs Held: 67 Attendance: 1,650 people Library Visits: 9,541 YTD: 19,203 Prev. YTD: 15,167

Circulation:

Number of Items Loaned	12,302	Year to Date:	25,223
Previous Year Circ.	12,953	Previous YTD:	26,559
Difference (numerical):	-651	Difference (numerical):	-1,336
Difference (percentage):	-5.03%	Difference (percentage):	-5.03%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	66.70	133.35	850.00
Computer Printing:	93.35	154.40	1,275.00
Reader/printer:	0.00	0.00	25.00
Fax:	66.45	97.20	900.00
Computer Use	27.00	43.00	250.00
Holds & Scans	8.00	15.00	100.00
Lost Books and Materials	27.37	203.58	1,000.00
Memberships	44.00	380.00	300.00
Agency Contract fees:	0.00	0.00	5,000.00
Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund	0.00	0.00	16,600.00
Misc: earbuds	2.00	2.00	300.00
Total:	334.87	1028.53	26,600.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	16.66	31.52
Memorials:	0.00	0.00
Halbach Books:	0.00	0.00
Adopt a book donations:	100.00	100.00
Friends donation:	55.75	77.50
Other: Coloring books	10.00	15.00
Other: TACKL – DTFN fundraiser, Lion's Club	590.00	646.00
Other: Friends, Anonymous	4800.00	4800.00
Total:	5572.41	5670.02

SUMMARY OF ADDITIONS:

	LP	Adult Fiction	Adult Non-fiction	Young Adult Fiction	Juven Fic	Juven Non-fiction	E book	A & YA Audio	Juv. Audio	A& YA Vid	Juv. Vid	CDs, Games Misc.	TOTAL
Curr. Month	21	110	57	12	11	0	0	11	4	48	19	5	298
2016 Month	18	100	32	9	79	8	0	19	5	40	7	1	318
Curr. YTD	30	170	82	30	31	14	0	15	4	96	23	7	502
Prev. YTD	29	186	67	11	90	9	0	27	5	77	20	2	523

SUMMARY OF CIRCULATION:

	LP	Adult Fiction & NF	YA Fiction & NF	Juven. Fiction & NF	eBks	Mags.	Zinio eMags	Total Print Items	down load audio	Adult and YA Audio	Juven. Audio & Kits	Adult & YA V/DVD	Juven. video & DVD	Cds Games etc.	Grand Total
Curr. Month	780	2815	545	3542	251	335	11	8279	89	378	123	1955	921	557	12302
2016 month	871	2914	516	3785	219	301	20	8626	54	350	60	2019	1226	618	12953
Difference	-91	-99	29	-243	32	34	-9	-347	35	28	63	-64	-305	-61	-651
Current YTD	1494	5571	1184	7645	492	672	22	17080	170	673	154	4150	1882	1114	25223
Prev. YTD	1526	5681	1444	7936	428	691	26	17732	153	686	141	4170	2500	1177	26559
Difference	-32	-110	-260	-291	64	-19	-4	-652	17	-13	13	-20	-618	-63	-1336
Diff. %	-2.1%	-1.9%	-18.0%	-3.7%	15.0%	-2.7%	-15%	-3.7%	11.1%	-1.9%	9.2%	-0.5%	-24.7%	-5.4%	-5.0%

Freemusic Downloads: August: 105 Total FY= 195

Mango Language Use: August: 20 sessions; FY = 40 total sessions (includes mobile & computer)

D

**James Kennedy Public Library
August 2017 Claims Report**

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	600.00
Black Hills	Gas / Heat	38.40
Alliant Energy	Electricity	1406.39
Mediacom	Internet & Phone	183.25
Total		\$2228.04

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundering	Mats	17.94
UPS	Shipping	10.97
Pitney Bowes	Shipping	252.57
Credit Card / city	Envelopes	160.35
Total		\$441.83

August 2017 Budget	
August 2017 claims submitted	\$9,292.82
Utility and Contractual from Bills above	2228.04
Miscellaneous Bills from above	441.83
Total wages and benefits	19,259.55
Total August 2017 expenses	\$31,222.24

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

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Credit Card Claims for August & September 2017

Date	Vendor	Items	Amount
8/23/17	Mediacom	Phone & Internet	183.39
8/22/17	Barnes & Noble	Calendar / Planner	11.21
8/16/17	Tinker Crate	SRP prize	59.85

CITY OF DYERSVILLE
 REVENUE AND EXPENDITURES REPORT (UNAUDITED)
 AS OF: AUGUST 31ST, 2017

G

001-GENERAL FUND
 LIBRARY

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
001-5-410-4-60100 SALARIES	207,896.00	16,474.18	33,094.86	174,801.14	15.92
001-5-410-4-61100 FICA	12,890.00	985.21	1,979.53	10,910.47	15.36
001-5-410-4-61200 MEDICARE	3,015.00	230.42	462.98	2,552.02	15.36
001-5-410-4-61300 IPERS	18,565.00	1,471.14	2,955.40	15,609.60	15.92
001-5-410-4-61500 GROUP INSURANCE	19,800.00	98.60	3,327.82	16,472.18	16.81
001-5-410-4-61700 SUI	1,964.00	0.00	50.67	1,913.33	2.58
001-5-410-4-62100 DUES	900.00	0.00	0.00	900.00	0.00
001-5-410-4-62300 MEETINGS/TRAINING	2,500.00	266.42	266.42	2,233.58	10.66
001-5-410-4-63710 ELECTRICITY	14,500.00	1,406.39	2,405.75	12,094.25	16.59
001-5-410-4-63711 GAS HEAT	2,200.00	38.40	80.04	2,119.96	3.64
001-5-410-4-63730 TELEPHONE	2,100.00	83.17	183.25	1,916.75	8.73
001-5-410-4-63750 MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
001-5-410-4-64080 INSURANCE PREMIUM	5,600.00	0.00	0.00	5,600.00	0.00
001-5-410-4-64110 LEGAL FEES	0.00	0.00	0.00	0.00	0.00
001-5-410-4-64200 ELECTIONS	0.00	0.00	0.00	0.00	0.00
001-5-410-4-64316 CONTRACTS	0.00	103.06	285.04	285.04	0.00
001-5-410-4-64322 CONTRACTED SERVICES	8,200.00	600.00	1,050.00	7,150.00	12.80
001-5-410-4-65060 OFFICE SUPPLIES	18,500.00	1,217.79	1,625.22	16,874.78	8.78
001-5-410-4-67210 FURNITURE/FIXTURES	0.00	0.00	0.00	0.00	0.00
001-5-410-4-67274 CAPITAL IMPROVEMENTS/E	27,500.00	0.00	0.00	27,500.00	0.00
001-5-410-4-67701 BOOKS/FILMS/RECORDS/SU	58,000.00	8,413.80	11,329.39	46,670.61	19.53
TOTAL LIBRARY	409,130.00	31,222.24	59,096.37	350,033.63	14.44
TOTAL EXPENDITURES	409,130.00	31,222.24	59,096.37	350,033.63	14.44

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 FY17

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James Kennedy Public Library FY18 Operating Budget							
	FY18	July	August	Sept (est)	Received to date	Difference	% Expended To date
ESTIMATED REVENUES:							
Dubuque County Library Agency	5,000.00	0.00	0.00	0.00	0.00	5,000.00	
Fees from copier, R/P, etc.	5,000.00	693.66	334.87	300.00	1,028.53	3,971.47	
Open Access	14,200.00	0.00	0.00	0.00	0.00	14,200.00	
Access Plus / ILL	600.00	0.00	0.00	0.00	0.00	600.00	
Direct State Aid	1,800.00	0.00	0.00	0.00	0.00	1,800.00	
TOTAL:	26,600.00	693.66	334.87	300.00	1,028.53	25,571.47	
					1,028.53	25,571.47	
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES					Spent to date	Remaining	
Wages	218,505.00	16,620.68	16,474.18	20,625.00	33,094.86	185,410.14	15.1%
FICA	13,547.00	994.32	985.21	1,278.75	1,979.53	11,567.47	14.6%
Medicare	3,168.00	232.56	230.42	299.06	462.98	2,705.02	14.6%
IPERS	19,512.00	1,484.26	1,471.14	1,841.81	2,955.40	16,556.60	15.1%
SUI	175.00	50.67	0.00	50.67	50.67	124.33	29.0%
Group Insurance	33,700.00	3,229.22	98.60	2,808.00	3,327.82	30,372.18	9.9%
Meetings and training	2,500.00	266.42	0.00	498.50	266.42	2,233.58	10.7%
Dues and memberships	900.00	0.00	0.00	0.00	0.00	900.00	0.0%
TOTAL:	292,007.00	22,878.13	19,259.55	27,401.80	42,137.68	249,869.32	14.4%
					42,137.68	249,869.32	
CONTRACTUAL SERVICES:							
Utilities (telephone)	2,200.00	0.00	183.25	183.25	183.25	2,016.75	8.3%
Electricity	14,500.00	999.36	1,406.39	1,500.00	2,405.75	12,094.25	16.6%
Gas / Heat	2,000.00	41.64	38.40	50.00	80.04	1,919.96	4.0%
Insurance (bldg)	7,200.00	0.00	0.00	0.00	0.00	7,200.00	0.0%
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	NA
Custodial services	8,000.00	450.00	600.00	750.00	1,050.00	6,950.00	13.1%
Window cleaning	220.00	0.00	0.00	0.00	0.00	220.00	0.0%
Service / Maintenance Contracts	5,000.00	181.98	103.06	109.93	285.04	4,714.96	5.7%
TOTAL:	39,120.00	1,672.98	2,331.10	2,593.18	4,004.08	35,115.92	10.2%
					4,004.08	35,115.92	
SUPPLIES:							
General library supplies	8,500.00	260.54	1,180.04	487.67	1,440.58	7,059.42	16.9%
Program fees & supplies	2,500.00	146.89	37.75	72.02	184.64	2,315.36	7.4%
Marketing & advertising	1,000.00	0.00	0.00	48.96	0.00	1,000.00	0.0%
Maintenance and Repairs	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.0%
TOTAL	17,000.00	407.43	1,217.79	608.65	1,625.22	15,374.78	9.6%
					1,625.22	15,374.78	
BOOKS AND MATERIALS							
Adult fiction	8,400.00	20.00	895.99	1,049.73	915.99	7,484.01	10.9%
Adult nonfiction	5,900.00	0.00	454.96	891.72	454.96	5,445.04	7.7%
Young adult fiction	2,000.00	0.00	135.30	0.00	135.30	1,864.70	6.8%
Juvenile fiction	7,400.00	0.00	59.42	60.65	59.42	7,340.58	0.8%
Juvenile nonfiction	3,300.00	0.00	334.43	0.00	334.43	2,965.57	10.1%
Large Print	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0.0%
Electronic media (ebooks, etc.)	4,500.00	0.00	1,871.02	0.00	1,871.02	2,628.98	41.6%
Reference & electronic database	4,373.00	2,675.00	2,376.00	0.00	5,051.00	-678.00	115.5%
Periodicals and newspapers	4,000.00	195.65	554.93	178.55	750.58	3,249.42	18.8%
Audiobooks (CD, playaway)	4,000.00	0.00	519.60	483.89	519.60	3,480.40	13.0%
Software & Gaming	2,000.00	0.00	115.86	78.17	115.86	1,884.14	5.8%
DVDs	7,000.00	24.94	1,096.29	910.53	1,121.23	5,878.77	16.0%
TOTAL:	56,873.00	2,915.59	8,413.80	3,653.24	11,329.39	45,543.61	19.9%
					11,329.39	45,543.61	
TOTAL EXPENDITURES:	405,000.00	27,874.13	31,222.24	34,256.87	59,096.37	345,903.63	14.6%
TOTAL REVENUES:	26,600.00	693.66	334.87	300.00	1,028.53	25,571.47	3.9%
ACTUAL ASKING	378,400.00	27,180.47	30,887.37	33,956.87	58,067.84	320,332.16	15.3%
Capital Improvement	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Total all expenditures	405,000.00	27,874.13	31,222.24	34,256.87	59,096.37	345,903.63	N/A

James Kennedy Public Library FY18 Operating Budget							
	FY18	FY17 Expense thru Aug	Aug 2016	Total FY17	Budget Projection	Amount Over/Under	Over/Under Budget
ESTIMATED REVENUES:							
Dubuque County Library Agency	5,000.00	0.00	0.00	5,020.27	thru July		
Fees from copier, R/P, etc.	5,000.00	1,161.03	387.85	4,750.70	2016		
Open Access	14,200.00	0.00	0.00	14,135.75			
Access Plus / ILL	600.00	0.00	0.00	604.50			
Direct State Aid	1,800.00	0.00	0.00	1,600.66			
TOTAL:	26,600.00	1,161.03	387.85	26,111.88			
		1,161.03		26,111.88			
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES		Spent to date		Spent to date			
Wages	218,505.00	35,892.64	15,867.56	211,517.24	37,078.40	-3,984	0.89
FICA	13,547.00	2,181.30	961.78	12,793.26	2,309.82	-330	0.86
Medicare	3,168.00	510.17	224.92	2,992.16	540.15	-77	0.86
IPERS	19,512.00	3,205.29	1,417.01	18,825.74	3,322.13	-367	0.89
SUI	175.00	48.41	0.00	165.22	51.28	-1	0.99
Group Insurance	33,700.00	3,154.97	1,565.84	25,657.13	4,143.97	-816	0.80
Meetings and training	2,500.00	0.00	0.00	1,969.40	Zero	0	Nothing
Dues and memberships	900.00	150.00	150.00	763.00	176.93	-177	0.00
TOTAL:	292,007.00	45,142.78	20,187.11	274,683.15	47,989.87	-5,852	0.88
		45,142.78		274,683.15			
CONTRACTUAL SERVICES:							
Utilities (telephone)	2,200.00	172.96	172.96	2,186.48	174.03	9	1.05
Electricity	14,500.00	2,972.13	1,803.96	13,391.15	3,218.24	-812	0.75
Gas / Heat	2,000.00	35.41	0.00	1,845.62	38.37	42	2.09
Insurance (bldg)	7,200.00	0.00	0.00	5,591.00	Zero	0	Nothing
Legal Fees	0.00	0.00	0.00	0.00	Zero	0	Nothing
Custodial services	8,000.00	900.00	600.00	7,840.00	918.37	132	1.14
Window cleaning	220.00	0.00	0.00	220.00	Zero	0	Nothing
Service / Maintenance Contracts	5,000.00	284.61	284.61	5,288.60	269.08	16	1.06
TOTAL:	39,120.00	4,365.11	2,861.53	36,362.85	4,696.09	-692	0.85
		4,365.11		36,362.85			
SUPPLIES:							
General library supplies	8,500.00	1,593.21	1,136.48	12,059.61	1,122.95	318	1.28
Program fees & supplies	2,500.00	9.88	0.00	981.87	25.16	159	7.34
Marketing & advertising	1,000.00	0.00	0.00	1,076.50	Zero	0	Nothing
Maintenance and Repairs	5,000.00	1,021.93	1,021.93	3,743.98	1,364.76	-1,365	0.00
TOTAL	17,000.00	2,625.02	2,158.41	17,861.96	2,498.35	-873	0.65
		2,625.02		17,861.96			
BOOKS AND MATERIALS							
Adult fiction	8,400.00	946.27	946.27	8,906.88	892.42	24	1.03
Adult nonfiction	5,900.00	245.53	245.53	5,375.48	269.49	185	1.69
Young adult fiction	2,000.00	23.89	23.89	1,898.71	25.16	110	5.38
Juvenile fiction	7,400.00	384.57	384.57	4,821.79	590.20	-531	0.10
Juvenile nonfiction	3,300.00	0.00	0.00	2,981.44	Zero	0	Nothing
Large Print	4,000.00	338.92	338.92	2,335.27	580.52	-581	0.00
Electronic media (ebooks, etc.)	4,500.00	665.22	665.22	3,367.39	888.96	982	2.10
Reference & electronic database	4,373.00	4,709.90	4,709.90	5,524.90	3,727.92	1,323	1.35
Periodicals and newspapers	4,000.00	208.74	208.74	4,462.96	187.09	563	4.01
Audiobooks (CD, playaway)	4,000.00	547.60	547.60	3,997.03	548.01	-28	0.95
Software & Gaming	2,000.00	25.49	25.49	1,630.38	31.27	85	3.71
DVDs	7,000.00	699.10	699.10	7,020.55	697.05	424	1.61
TOTAL:	56,873.00	8,795.23	8,795.23	52,322.78	9,560.10	1,769	1.19
		8,795.23		52,322.78			
TOTAL EXPENDITURES:	405,000.00	60,928.14	34,002.28	381,230.74	64,726.93	-5,631	0.91
TOTAL REVENUES:	26,600.00	1,161.03	387.85	26,111.88	1,182.73	-154	0.87
ACTUAL ASKING	378,400.00	59,767.11	33,614.43	355,118.86	63,685.37	-5,618	0.91
Capital Improvement	0.00	780.40	800.00	26,873.02			
Total all expenditures	405,000.00	61,708.54	34,802.28	408,103.76			



American Trust

Member FDIC

AT Bancorp

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

I-1

Statement of Account

Last statement: July 31, 2017
This statement: August 31, 2017
Total days in statement period: 31

005951-435-6 Page 1 of 1

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

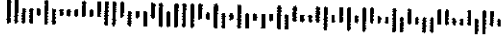
American Trust And Savings Bank
PO Box 938
Dubuque Iowa 52004-0938



1004 1 AV 0.373
P1004**T3*****AUTO**SCH 5-DIGIT 52030
CITY OF DYERSVILLE
JAMES KENNEDY PUBLIC LIBRARY TRUST
340 1ST AVE E
DYERSVILLE IA 52040-1203



1004



WY 9/17/17 0

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

Summary of Account Balance

Account	Number	Ending Balance
Money Market Account	005951-435-6	\$40,290.41

Money Market Account

Account number
005951-435-6

Beginning balance	\$40,276.72		
Low balance	\$40,276.72		
Avg collected balance	\$40,276		
Interest paid year to date	\$107.14		
Total additions	\$13.69	Total subtractions	\$-0.00

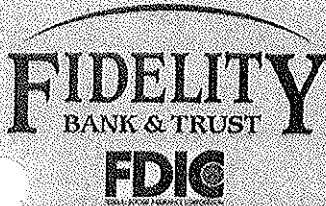
Effective dates	Interest Rate
07-31-17	0.400%

Date	Description	Additions	Subtractions
08-31	#Interest	13.69	

Daily balances

Date	Amount	Date	Amount	Date	Amount
07-31	40,276.72	08-31	40,290.41		





www.bankfidelity.com

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

J-2

4 *****AUTO**SCH 5-DIGIT 52030
1380 0.6401 AV 0.373 6 1 59

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



9/7/17
WZ

IT'S BACK TO SCHOOL TIME!
USE ONLINE BANKING AND MOBILE BANKING TO KEEP UP WITH
YOUR BANKING ACTIVITY AT HOME, SCHOOL AND AWAY.

PRIMARY ACCT: 01 617571 STATEMENT PERIOD: 08/01/2017 - 08/31/2017

MONEY MARKET ACCOUNT 617571

-- DEPOSITS AND MISCELLANEOUS TRANSACTIONS --

DEPOSIT	39.91+	08/02
DEPOSIT	5,424.05+	08/14
DEPOSIT	118.05+	08/22
WEB TRANSFER DEBIT	141.97-	08/22
INTERNET BANKING TRANSFER FROM *571 TO *358 ON 08/22 AT 15:30		
DEPOSIT	30.31+	08/30
INTEREST PAID	.65+	08/31
YEAR-TO-DATE INTEREST PAID	4.16	
AVERAGE COLLECTED BALANCE	15,197.40	

-- CHECKS --

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

-- BALANCE INFORMATION --

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
07/31	12,051.99	08/14	17,515.95	08/30	17,522.34
08/02	12,091.90	08/22	17,492.03	08/31	17,522.99

SUMMARY:

ACCOUNT	PREVIOUS	TOTAL	TOTAL	SERVICE	ENDING
.....NUMBER.....	..BALANCE..DEBITS.....CREDITS....	.CHARGES	..BALANCE..
DDA 617571	12,051.99	1 141.97	5 5,612.97	.00	17,522.99

J

TRUST ACCOUNT REPORT for July 2017

American Bank & Trust - balance on hand July 1, 2017			\$ 40,263.05
July 31, 2017	\$13.67		\$ 40,276.72
August 31, 2017	\$13.69		\$ 40,290.41 I-1
 Balances July 31, 2017			 \$24,823.05 \$12,051.99
Deposits			
August 2, 2017			
Wine glasses	\$20.00		
Conscience box donations	\$11.66		
Friends booksale / donation	<u>\$8.25</u>	<u>\$39.91</u>	
August 14, 2017			
Friends of the JKPL / DRA grant match	\$3,800.00		
Adopt-a-book: Ingles	\$100.00		
Coloring books	\$10.00		
Lion's Club - Large Print	\$500.00		
Anonymous - mainly for Large Print	\$1,000.00		
Conscience box donations	\$7.30		
Friends booksale / donation	<u>\$6.75</u>	<u>\$5,424.05</u>	
August 22, 2017			
TACKL - DTFN	\$90.00		
Conscience box donations	\$1.80		
Friends booksale / donation	<u>\$26.25</u>	<u>\$118.05</u>	
August 30, 2017			
Conscience box donations	\$7.56		
Friends booksale / donation	<u>\$22.75</u>	<u>\$30.31</u>	
August 31, 2017			
Interest	<u>\$0.65</u>	<u>\$0.65</u>	<u>\$5,612.97</u>
Debits			
Adopt-a-book	\$21.49		
PLACE Grant materials	\$49.13		
Program refreshments (Friends)	\$13.75		
Large Print (Friends)	<u>\$57.60</u>	<u>\$141.97</u>	<u>\$141.97</u>
 Balances August 31, 2017			 <u>\$24,681.08 \$17,522.99</u> I-2

FIDELITY TRUST ACCOUNT INCOME / EXPENDITURE REPORT FY16 (July 1, 2016 - June 30, 2017)

		In account	New Deposits				
Amount in American Trust		\$40,263.05					
Amount in Fidelity		\$12,130.82					
INCOME: (as of July 1, 2017)			EXPENDITURES:			REMAINING:	
DONATIONS:						DONATIONS:	
Previous Fundraisers		\$2,006.98					\$6,513.14
FY17 Fundraisers		\$3,506.16					
Wine Classes	Jul-17		\$5.00				\$35.00
	Aug-17		\$20.00				
Coloring books	Aug-17		\$10.00				
FY18 Fundraisers							
Love My Library Fundraiser - 2017		\$854.89					\$829.94
				Jul-17	Legos	\$24.95	
Previous Raffles		\$1,771.61					\$2,214.11
FY17 Raffles		\$442.50					
Donations							
Misc. donations brought forward		\$233.74					\$233.74
FY17 - Misc		\$168.23					\$168.23
Don and Jane Menke donations		\$415.00					\$415.00
Bilotta donation	Sep-13	\$500.00					\$500.00
Dietrich donation	Aug-14	\$20.00					\$20.00
William's Chiroprac	16/17	\$456.16					\$456.16
Kramer Donation	Oct-15	\$40.00					\$40.00
Jana Fox donation	Mar-16	\$30.00					\$30.00
Kass donatton	Jan-17	\$25.00					\$25.00
Medical Assoc	Apr-17	\$425.00					\$425.00
Ouversen donation	Apr-17	\$20.00					\$20.00
Anony - LP	Aug-17		\$1,000.00				\$1,000.00
Miscellaneous Donations Total Remaining							\$3,333.13
Lion's Club - LP	Previous	\$0.00					
	Aug-17		\$500.00				\$500.00
Conscience Box	Previous	\$1,249.93					\$1,293.11
	Jul-17		\$14.86				
	Aug-17		\$28.32				
History Book	Previous	\$1,094.74					\$1,094.74
Genealogy Donation	Previous	\$83.86					\$83.86
Meeting Room Donat	Previous	\$348.56					\$348.56
Adopt-a-book donation	Previous	\$212.81		Aug-17	materials	\$21.49	\$291.32
	Aug-17		\$100.00				
Friends - bk sale	Previous	\$311.07					\$383.07
	Jul-17		\$21.75	Aug-17	refreshments	\$13.75	
	Aug-17		\$64.00				
Friends culled books	Aug-16	\$50.00					\$50.00
Friends - Hertz memor	Apr-17	\$30.00					\$30.00
Friends - Large print		\$575.87		Jul-17	LP	\$152.00	\$366.27
				Aug-17	LP	\$57.60	
Summer Reading Prog	May-17	\$152.66					\$152.66
TACKL	Previous	\$974.29					\$1,120.29
	Jul-17		\$56.00				
	Aug-17		\$90.00				
Kennedy Donation	May-06	\$2,517.60					\$2,517.60
for art or building							
Money Market	Jan-05	\$784.34					\$784.34
Kay Their Bequest	Dec-08	\$1,000.00					\$1,000.00
Soppe Bequest	Nov-03	\$24,200.37					\$24,200.37
Bequests & Specified donations total							\$28,502.31
Memorials or In Honor of							
Nick LeGrand	Mar-10	\$5.00					\$5.00
Bob LeMay	Jul-12	\$10.00					\$10.00
Helen Wessels	Jul-11	\$100.00					\$100.00
Ben Thier memorial	Jan-17	\$20.00					\$20.00
Billie B. Rardin	Jun-17	\$144.94					\$144.94
Memorials or "In Honor Of" - Total Remaining							\$278.94
GRANTS:							GRANTS:
1000 Books (DRA & Friends)		\$2,150.06					\$2,150.06
PLACE Grant	May-17	\$1,000.00		Aug-17	collection	\$49.13	\$1,000.00
DRA Grant							
Friends Match	Aug-17		\$3,800.00				\$3,800.00
INTEREST DEPOSITS							
remaining from previous years		\$3,714.52					
	Jul-17		\$0.51				
	Aug-17		\$0.65				
Unspecified from previous		\$747.98					
TOTAL DEPOSITS			\$5,711.09	EXPENDITURES:		\$318.92	Balance \$17,522.99

L

Memorials and Donations August 2017

From: **Wine Glasses**
Donation: \$20.00
Fund: Library Trust Account
Restrictions: Fundraiser for special services & collections

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

From: **TACKL – DTFN Fundraiser**
Donation: \$90.00
Fund: Library Trust Account
Restrictions: Fundraiser for special services & collections

From: **Friends of the JKPL**
Donation: \$3,800.00
Fund: Library Trust Account
Restrictions: Match for DRA grant for children's computers

From: **Brenda Ingles**
Donation: \$100.00
Fund: Library Trust Account
Restrictions: Adopt-a-book for specific titles

From: **Lion's Club**
Donation: \$500.00
Fund: Library Trust Account
Restrictions: For Large Print materials

From: **Anonymous**
Donation: \$1000.00
Fund: Library Trust Account
Restrictions: For materials, mainly large print

James Kennedy Public Library Monthly Program Report
Report for the Month of August 2017

M

Story Time Sessions:

No sessions held in August

Wee Read Sessions:

No sessions held in August

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

No programs held in Summer

Branching Out (Wednesdays at 11:00 am)

August 2, 9, 16, 23, & 30, 2017

Time for preparation & performance – 7 hrs (pd) 2 hr (vol)

Supplies: Posters & library information; Materials to check out
Leah McCool donated her time to assist with this program

Total attendance - 19

Program at Ellen Kennedy Center – (Typically first Friday of each month) – Legacy of Creativity

August 4, 2017

Time for preparation & performance – 4.5 hrs (pd)

Supplies: PowerPoint presentation

Total attendance – 10

Program at Oakcrest Manor (Typically Third Friday of each month)

Not held this month

Sit 'n' Stitch (Wednesdays of each month)

August 2, 9, 16, 23, & 30 2017

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

Supplies: Refreshments provided by participants

Total attendance – 53

Books for Lunch Book Club (First Monday of each month) – *The Faith Club* (ADR)

August 7, 2017

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

Supplies: Posters, PSA, beverages & paper products
Refreshments provided by participants or the Friends

Total attendance – 9

A Novel Approach to Faith Book Club - *The Faith Club* (ADR)

August 8, 2017

Time for preparation & performance – 4.5 hr (pd) 6 hrs (vol)

Supplies: Posters, PSA, beverages & paper products
Refreshments provided by participants or the Friends
Three members of Children of Abraham joined in this discussion session

Total attendance – 15

Get Puzzled @ Your Library

August 1-31, 2017

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

Supplies: Posters, PSA, \$20.00 for puzzle

Total attendance – 19

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

August 1, 2017

Time for preparation & performance – 2.5 hrs (pd)

Supplies: Snacks & beverages

Total attendance – 5

JKPL Writing Group (3rd Monday of each Month)

August 21, 2017

Time for preparation & performance – 3 hrs (pd)

Supplies: Refreshments & handouts

Total attendance - 6

Open Mic Night @ Brew & Brew (4th Monday of each month) – Final gathering due to low participation & attendance

August 28, 2017

Time for preparation & performance – 1.5 hr (pd) .5 hr (vol)

Supplies: Posters, PSA
3 performers

Total attendance – 12

Game Night (4 th Friday of each Month)	
August 25, 2017	Total attendance – 15
Time for preparation & performance – 3.5 hrs (pd)	
Supplies: Posters & PSA, refreshments & games	
Building Creative one Block at a Time (LEGO® program) (monthly, date and time varies)	
August 12, 2017	Total attendance – 12
Time for preparation & performance – 2.5 hrs (pd)	
Supplies: Posters, PSA, Refreshments, sponsored by DuTrac	
Coloring for Adults (monthly, date and time varies)	
August 9, 2017	Total attendance – 4
Time for preparation & performance – 1 hr (pd)	
Supplies: Posters, PSA, Refreshments, Coloring sheets & pencils	
Movies @ Your Library – showing of <i>Descendants</i>	
August 5, 2017	Total attendance – 6
Time for preparation & performance – 2.5 hrs	
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF	
Movies @ Your Library – showing of <i>The Zookeepers Wife</i>	
August 7, 2017	Total attendance – 3
Time for preparation & performance – 2.75 hrs (pd)	
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF	
Movies @ Your Library – showing of <i>Gnomeo & Juliet</i>	
August 19, 2017	Total attendance – 5
Time for preparation & performance – 2 hrs (pd)	
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF	
Lion's Club Presentation	
August 4, 2017	Total attendance – 8
Time for preparation & performance – 2 hrs	
Supplies: Books and information	
Islam: Empire of Faith Documentary – Pt 1 (All Dyersville Reads)	
August 3 & 18, 2017	Total attendance – 8
Time for preparation & performance – 6.5 hr 2 hrs (vol)	
Supplies: Posters, PSA, Refreshments	
Lisa Gaylor donated her time to facilitate 8/18 program	
Islam: Empire of Faith Documentary – Pts 2 & 3 (All Dyersville Reads)	
August 10 & 25, 2017	Total attendance – 11
Time for preparation & performance – 3.25 hr	
Supplies: Posters, PSA, Refreshments	
Pop-Up Library @ the Farmer's Market	
August 10 & 24, 2017	Total attendance – 30
Time for preparation & performance – 5 hrs	
Supplies: Materials to check out, display of event posters, etc.	
Games @ the Farmer's Market	
August 10, 2017	Total attendance – 2
Time for preparation & performance – 0 hrs 2 hrs (vol)	
Supplies: Life size and board games, TACKL member Max Werner ran.	
Build a Better World – Composition Book Upcycling (Adult SRP Event)	
August 14, 2017	Total attendance – 5
Time for preparation & performance – 4 hr 1 hrs (vol)	
Supplies: Posters, PSA, Refreshments	
Composition books, stickers, scrapbooking supplies as supplies	
Cathy Corkery donated her time to assist with this program	

How to Make a Pinhole Camera			
August 15, 2017			Total attendance – 24
Time for preparation & performance – 2 hr	1.5 hrs (vol)		
Supplies:	Posters & PSA, Shoeboxes		
	Tom Snyder donated time to present this program		
Eclipse Streaming and Viewing			
August 21, 2017			Total attendance – 55
Time for preparation & performance – 2hr	2 hrs (vol)		
Supplies:	Posters, PSA, Laptop, eclipse glasses, refreshments		
	Sue Engelbrecht donated her time to facilitate sharing eclipse glasses		
Jerusalem Documentary (All Dyersville Reads)			
August 15 & 28, 2017			Total attendance – 9
Time for preparation & performance – 7 hr			
Supplies:	Posters, PSA, Refreshments		
Discussion of <i>The Faith Club</i> (All Dyersville Reads)			
August 17, 19, 21, 29, 2017			Total attendance – 18
Time for preparation & performance – 6 hr	3.5 hrs (vol)		
Supplies:	Posters, PSA, Refreshments		
	Lisa Gaylor donated her time to facilitate one program		
	Children of Abraham member donated her time to participate in one session		
Nerf War			
August 19, 2017			Total attendance – 20
Time for preparation & performance – 5 hrs			
Supplies:	Posters, PSA, nerf darts, & refreshments		
Women in Religion Panel (All Dyersville Reads)			
August 23, 2017			Total attendance – 20
Time for preparation & performance – 7 hrs	4 hrs (vol)		
Supplies:	Posters, PSA, Refreshments		
	Members of the Children of Abraham donated their time to present this program		
Politics in Religion Panel (All Dyersville Reads)			
August 31, 2017			Total attendance – 23
Time for preparation & performance – 3 hrs	6 hrs (vol)		
Supplies:	Posters, PSA, Refreshments		
	Members of the Children of Abraham donated their time to present this program		
Storytime @ the Farmer's Market			
August 24, 2017			Total attendance – 0
Time for preparation & performance – 1 hrs			
Supplies:	None		
Lunch at the Library			
August 1-31, 2017 (23 sessions)			Total attendance – 1,224
Time for preparation & performance – 45 hrs pd	45 hrs vol		
Supplies:	USDA grant; WD partnership; TACKL members volunteered to assist as needed		

Children's Report 2017

P

Participants and Hours / Books Read						
Grade	2013	2014	2015	2016	2017	
PreK	99	76	111	96	98	
K	52	29	35	54	35	
1st	50	48	38	47	48	
2nd	69	35	43	38	42	
3rd	45	39	34	66	38	
4th	61	34	41	37	36	
5th	33	26	26	32	29	
6th	22	21				
7th	22	12				
8th	11	9				
9th	11	4				
10th	12	10				
11th	4	6				
12th	1	2				
Total	492	351	328	370	326	
Hours Read	3021	2294				
Bingos Completed			661	602	523	
Program Attendance	573	339	390	418	286	
Program	Attending		Program		Attending	
Absolute Science	24		Edible Architecture		6	
Johnson Bees	26		Insect Zoo		CANCELLED	
90 Second Invention Challenge	12		Self Portraits		3	
Cardboard Challenge	14		Pool Party		26	
Wildlife Rehab	75					
Recycling	35					
Grout Museum/Bubbles	65					
	251				35	286

Children's
program
donations

Melissa Otto		
DQ Grill-n-Chill 100 Coupons		
Chad Clouses 2 medium pizzas		
Audrey Savage		
Citizens State Bank \$50		
Shopko Foundation \$250		
Joyce Hillebrand		
American Trust \$100		
Doug Langston		
KDST Radio Adventureland tickets		
Community Savings Bank-Box full of stuff		
Tim English \$25 Chamber Dollars		
English Insurance Agency, Inc.		
Bob's Complete Maintenance \$15		
The Prescription Shoppe, Inc. \$50		
Scale Models Water bottle		
Fitzgerald Mechanical \$25		
McDonald's 100 Ice cream coupons		
Pizza Hut 300 coupons		
John Lehmann Happy Joes 10 LJ pizzas		
Casey's General Store 50 Bomb Pop coupons		

Q

Teen SRP report 2017 Theme: Build a better world

List of donors for the teen SRP

	2017	2016	2015
Number of teens that signed up:	48	48	64
6th	16	19	21
7th	11	10	12
8th	7	9	9
9th	6	1	4
10th	3	4	10
11th	4	2	6
12th	1	3	2

TACKL
Adventureland

Participation (reviews turned in)	2017	2016
6th	20	29
7th	21	37
8th	19	39
9th	39	14
10th	14	145
11th	24	6
12th	16	36
Number of reviews turned in:	153	306

Do note that 2016 contained multiple item types to review while 2017 was only books.

Programs 2016

June 20: Minecraft at the library *cancelled due to tech issues	0
June 30: Teen Star Wars Party	12
July 8: Video game afternoon	5
July 11: Build a better beat	10
July 22: TARDIS escape room	17
July 29: Teen Summer Reading Program Grand Finale	1
Total	45

Programs 2016

June 17: Ping Pong Tournament	4
June 19: Hypnotist Steve Meade Virtual Reality Tour	13
June 28: Get In The Game Video Game Sports Triathlon	3
July 16: Minecraft Build-A-Thon	6
July 29: Teen Summer Reading Program Grand Finale	12
Total	38

Programs 2015

Comic Book Lunch (Teen)	0
June Nerf War (Teen)	13
Draw a Hero (Teen)	2
Spy Night (Teen)	0
Crash Analysis (Teen)	4
Total	19

Committee Assignments – FY2017

Executive:

Angela English, President
 Steve Werner, Vice-President
 Mary Jane Meade, Secretary

Personnel:

Lynn Osterhaus, Chair
 Barb Heitzman
 Pat Valant

Policy:

Mary Jane Meade, Chair
 Joe Petsche
 Mike Mullis

Marketing & Public Relations:

Steve Werner, Chair
 Pat Valant
 Dawn Schrandt
Community Member

Furnishings, Art & Facilities:

Barb Heitzman, Chair
 Jolene Pitzenberger-Timp
 Mike Mullis
Betty Anne Scherrman

Fundraising:

Jolene Pitzenberger-Timp, Chair
 Mary Jane Meade
 Lynn Osterhaus
Brenda Ingles

Friends of the JKPL Liaison:

Shirley Vonderhaar

Dubuque County Library Agency

Representative:

Angela English

Finance:

Angela English, Chair
 Steve Werner
 Joe Petsche
Mary Radloff

Council Meeting Schedule for Trustees – FY18

City Council Meetings – 1st and 3rd Monday of every month at 7:00 pm

Library Board rep at the 3rd Monday of every month at 7:00 pm

September 18, 2017 – Mary Jane Meade

October 16, 2017 – Steve Werner

November 20, 2017 – Barb Heitzman

December 18, 2017 – Angela English

January 15, 2018 – Lynn Osterhaus

February 19, 2018 – Mike Mullis

March 19, 2018 – Joe Petsche

April 16, 2018 – Patrick Valant

May 21, 2018 – Jolene Pitzenberger-Timp

June 18, 2018 – Mary Jane Meade

July 16, 2018 – Steve Werner

August 20, 2018 – Barb Heitzman

Notes from the August 28, 2017 meeting of the Fundraising Committee

The fundraising committee of the JKPL met at 4:30 pm on Monday, August 28, 2017. In attendance were chairperson Jolene Pitzenberger-Timp, and members Brenda Ingles, Mary Jane Meade, and Shirley Vonderhaar. Lynn Osterhaus was unable to attend but provided some feedback via email prior to the meeting.

Review of FY17 Fundraising Report: The committee reviewed the FY17 Fundraising financial report. Specifically discussed were the plant sale, the coloring book sale, the Layette Quilt Raffle and the Back to School Raffle. While the plant sale and raffles do not bring in a huge amount of money, the consensus of the group is to continue to hold them as long as we have the volunteers willing to donate the time and / or the products (plants and raffle items). The thought was that they are community building events that bring good will as well financial support for the library. Regarding the coloring books, we will do a promotion before Christmas to sell but since we also purchased to use for prizes, etc. the committee is okay with not showing a profit on this project.

Expending / Utilization of Funds: Shirley asked if the committee thought that any of the fundraisers would raise more money if they were for a specific cause – for example having the Family Get-Away Raffle income be allocated to the Children's SRP expenses. The consensus of the committee was that this would not impact income. People support because they support the library and trust the Board to be good stewards on the funds raised.

Shirley shared that there are funds in the trust account from fundraisers in FY16 and FY17 that have not yet been utilized. The committee discussed and felt it was fine for some funds to carry over as there might be upcoming projects where these funds will be needed. For FY18 the committee recommends that we continue to state that funds will be allocated for special collections, services and projects unless a more specific need arises.

Review Calendar of Fundraising Events and Activities for FY18: The committee reviewed the schedule of events for FY18 and set dates for most events to help for planning purposes. The only event removed from this schedule was the tentative plan to hold a fall Brew Fest. We have talked about this for a couple of years but since the Commercial Club is holding this kind of event in the fall it was agreed we should not. A copy of this scheduled is attached.

Wreath-it-up Event: This event begins on September 1 with crafters starting to pick up wreaths from the library. The silent auction begins October 16 and runs until November 12, 2017. Voting for the wreath (categories to be decided) will run Sunday, October 22, to November 5 with the ribbons being on display with the winning chairs from November 6-12. The committee will decide voting categories at their next meeting. The Silent Auction ends with an open house on a Sunday, November 12 from 2 to 4 pm; bidding ends promptly at 3:00 pm. Shirley, Brenda, Jolene and Mary Jane all thought they would be free to assist that day so no additional volunteers should be needed.

Fall / Winter Quilt Raffle: The Layette group is again interested in partnering with us for this raffle. For this event, the Layette group displays a variety of quilts in the Periodicals Room and people purchase raffle tickets to win the quilt of their choice. Proceeds are split evenly between the Library and the Layette group. Proposed dates for this event are November 13 to December 17. Shirley will confirm with Mary Jo Budan that this schedule works for the Layette group. Raffle tickets will again be 1 for \$2, 3 for \$5.00 and 10 for \$10.00.

Christmas Cookie Walk: This event will be held on Saturday, December 2, 2017 from 10 am to 1 pm. Library volunteers will call Friends volunteers and past donors during the first week of November asking them to donate 2 dozen (or more) homemade cookies or other sweet treats. All board members are encouraged to donate at least 2 dozen cookies or bars. Nothing else needs to be done at this time except to mark calendars as volunteers are needed to work this date.

Soup Supper: The Soup Supper is scheduled for Thursday, January 18, 2018 from 5 to 8 pm. Board members are asked to donate a 4 or 5 quart ice cream tub of either chili or chicken noodle soup and volunteers will be needed to work that evening.

Mystery Dinner: The event is scheduled for Saturday, February 24 at the Dyersville Golf and Country Club. J & D will cater and Die Laughing will perform their new 1960s era show *A Dinner to Die For*. Tickets will again be \$50.00 or \$350.00 for a table. Shirley is going to check with O So Good Winery to see if they would be willing to donate wine for the first 30 tickets sold. We plan to start marketing in November, including sending out invitations to those who purchased tables in the past.

Coloring Book Sales: We will continue to sell and use for prizes. We will plan to do a promotion of some kind before the holidays.

Next meeting is scheduled for Monday, October 2, 2017 at 4:30 pm.

Calendar of fundraising events and activities – FY18

Summary:

Wreath-it-up fundraiser & silent auction: Starts September 1 with Silent Auction from October 16 – November 12.

Fall/Winter Quilt Raffle: Tentative dates are November 13 to December 17, 2017.

Christmas Cookie Walk: December 2, 2017

Soup Supper: January 18, 2018

Love My Library Giving Tree: January 18, 2018 to February 28, 2018

Mystery Dinner Theater: February 24, 2018

Build-a-Basket Fundraiser: February, March & April, 2018 – Dates to be decided

Wine and Beer Tasting: Tentatively scheduled for April 20, 2018

Yard Sign Sales: April and May

Spring Plant Sale: Tentatively scheduled for May 12, 2018

Family Get-Away Raffle: May – June (end at June DTFN so likely June 8 or 15, 2018)

Coloring book sales: ongoing

Wine glass sales: ongoing

Month by Month:

September

- Wreath-it-up Fundraiser (alternates with Chair-ity annually)
 - Wreaths can be picked up starting September 1

October

- Wreath-it-up Fundraiser
 - Silent auction begins October 16 and runs until November 12, 2017
 - Voting for the wreaths (categories to be decided) will run Sunday, October 22 to November 5 with the ribbons being on display with the winning chairs from November 6-12.

November

- Wreath-it-up Fundraiser
 - Voting for ribbons ends on November 5; ribbons attached 11/6
 - Silent Auction ends with an open house on a Sunday, November 12 from 2 to 4 pm; bidding ends promptly at 3:00 pm
- Fall/Winter Quilt Raffle
 - Begins right after Chair-ity / Wreath-it-up ends; partnership with Layette group (they bring in several baby quilts to display, raffle winner gets their pick. Split proceeds 50/50 – their 50% goes to Relay for Life)
 - Tentative dates for FY18 are 11/13 to 12/17.
- Coloring Book sales
 - Promote selling somehow
- Start promoting Mystery Dinner fundraising

- Save the date announcements to past table purchasers

December

- Fall / Winter Quilt Raffle
 - Draw for winner December 18
- Christmas Cookie Walk
 - First Saturday in December (not Thanksgiving Weekend), same time as Santa Visit so December 2, 2017 from 10am to 1 pm
- Discuss plans and start soliciting for Family Get-away Raffle donations (held in spring / summer but some providers decide donations in December).
 - Consider changing to "Summer Adventures" or something like that to broaden interest.
 - Craig Kramer is interested in donating airplane rides
- Sell coloring books to Mystery Dinner

January

- Soup Supper
 - Held mid-week / mid-month from 5 to 8 pm (typically 3rd Thursday). Scheduled for 1/18/18.
 - Includes soup, bread, dessert and beverage
 - Hold 50/50 raffle in conjunction
 - Kick-off for Love My Library campaign
- Love my Library Giving Tree
 - Runs from mid-January until end of February
 - Provides list of library needs for people to fund (kind of like a Christmas angel tree or held around Valentine's Day)
- Mystery Dinner Theatre
 - Schedule for Saturday in February; FY18 date is 2/24/18

February

- Love My Library Giving Tree
 - Starts in January and run until February 28
- Mystery Dinner Theatre
 - February 24, 2018.
 - Dyersville Golf and Country Club
 - A Dinner to Die For production by Die Laughing
 - J & D will cater (menu to be decided)
 - Ticket prices will be \$50.00 per person or \$350 per table
 - First 30 tickets will include wine glass and wine
- Build-a-Basket Fundraiser
 - Committee decided this event was NOT dependent on Easter schedule so will have a schedule where the Love my Library and Build-a-Basket may overlap but not both need to start of February 1. Dates will be confirmed later this fall.

March

- Build-a-Basket Fundraiser
 - Dates to be determined

April

- Wine and Beer Tasting
 - Partner with Brew and Brew
 - Held on a Friday or Saturday evening from 5 to 8 pm – Tentative date is April 20, 2018.
 - Hold a 50/50 raffles in conjunction with this event
- Yard Sign Fundraiser
 - Sell signs through the month of April and May in honor of National Library Week

May

- Spring Plant Sale – Tentatively scheduled for Saturday, May 12, 2018.
- Summer Family Get-Away Raffle
 - Start selling tickets, end after event at June DTFN

June

- Library or Marketing Committee sponsored event to be decided held during DTFN
 - Final date to purchase raffle tickets (Probably 6/8 or 6/15)

July & August

Marketing Committee Meeting Agenda: Thursday, September 26 @ 5:30 pm

10

In attendance: Pat Valant, Steve Werner, and Dawn Schrandt

1. Recruiting a community member to join the committee
The committee talked about how we would like to add a community member to the marketing committee. Pat had previously talked to Kalie Waterman from Victory Ford and she is interested, however, she just had a baby. The committee decided we would extend an invitation to Kalie later in the year and perhaps she can join us starting in January.
2. Focusing the marketing committee
The committee talked about focusing ourselves more and instead of hosting ad-hoc programs/events to start planning a year out at a time so we are sure to know what is coming and have the time to plan for events. Planning for 2018 (calendar year) will be done at our September meeting.
3. Homecoming Parade
The committee discussed if the library wants to participate in Beckman's Homecoming parade this year (or any year). Currently, the only parade we participate in is the St. Patrick's Day parade. After some discussion the committee decided that we'll continue to participate in the St. Patrick's Day parade but that will be the only parade we participate in.
4. Use of social media to market the library
The committee started a discussion about using our library social media differently to market not only library programs but also services. We decided that video posts would be a great tool to add to our marketing as would creating a social media ad budget so that we could occasionally pay for ads or to boost a post. We initially discussed that we could start this fiscal year with a \$200 budget, pending a discussion with Shirley. We could then potentially discuss increasing that budget for fiscal year 2019 if it proves to be successful. The committee decided to ask Paul to join us at our September meeting to discuss using the library's social media for marketing in more depth.
5. KDST morning show interviews
Pat mentioned that KDST is often looking for people to interview in the mornings about programs/events happening in our area and that this could be a free tool we could utilize more to market the library. In the past the library has used an interview to promote a program but it has only been used occasionally. Pat said he could contact Doug at KDST to get more information from him about getting interviews set up.
6. Mousepads branded with library information
Shirley asked the marketing committee their thoughts on purchasing library branded mousepads for use at the computers in the library and as prizes and give-aways to patrons.

The committee agreed that the library should use branded mousepads at all of the library computers but hesitated over cost to buy them to also use as give-aways. The committee assumes mousepads would be kind of expensive and wondered if a less expensive branded item could be purchased for give-aways. Pat suggested small, flexible rulers.