



**JAMES
KENNEDY**
Public Library

320 1st Ave E
Dyersville, Iowa 52040

Phone: 563-875-8912
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Regular Library Board Meeting

November 14, 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 Meeting: October 10, 2017 Regular Meeting
 - Approve October Librarian's Report
 - Approve Bills:
 - October Claims Report
 - Library Claims for November
 - October & November Credit Card Claims
 - Budget Reports
 - October City Report
 - October Library Report
 - Trust Account Reports
 - October Bank Statements
 - October Balance Report
 - Trust Account Expenditure Report
 - October Donations Form
 - Program Reports
 - October Report on Programs and Attendance
 - November Calendar of events
 - Schedule for upcoming programs
 - Grant Report
 - Friends of the Library Report
4. Update on Evaluation of Library Director

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

Director: Shirley Vonderhaar

Accredited by the State of Iowa, June 2008

5. FY17 Iowa Public Library General Information Survey for the JKPL
6. FY17 JKPL Annual Report
7. Finance Committee Report
8. Fundraising Committee Report
 - Notes from November 6, 2017 meeting
9. Furnishings, Art & Facilities Committee Report
 - Update on projects
10. Marketing Committee Report
 - Notes from November 1, 2017 meeting
 - Consider allocation of funds from the trust account for social media marketing
11. Personnel Committee Report
12. Policy Committee Report
 - Consider approval of request to allow wine at library sponsored adults only program
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, December 12, 2017 5:30 pm
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Hello all:

Here is your packet for the Board meeting scheduled for Tuesday, November 14 at 5:30 pm. Hope to see you all there!

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve minutes of Previous Meeting: October 10, 2017 Regular Meeting - **A**
 - Approve October Librarian's Report - **B**
 - Approve Bills:
 - October Claims Report - **C**
 - Library Claims for November – **D (separate document)**
 - October & November Credit Card Claims - **E**
 - Budget Reports
 - October City Report - **F**
 - October Library Report - **G**
 - Trust Account Reports
 - October Bank Statements - **H**
 - October Balance Report - **I**
 - Trust Account Expenditure Report - **J**
 - October Donations Form - **K**
 - Program Reports
 - October Report on Programs and Attendance - **L**
 - November Calendar of events – **M (separate document)**
 - Schedule for upcoming programs - **N: This document is very long. I only included the repeated / regular programs for the month of December. As we are trying to plan farther in advance I am wondering if you want to limit how many months ahead I include things or make other changes to reduce the size.**
 - Grant Report – **O: Representatives for the DRA and the Friends had a picture taken with the Early Literacy Computers and this was in the Commercial recently. This completes the publicity / marketing plan so I will be submitting the final paperwork and expect reimbursement for the \$5000 DRA grant soon.**
 - Friends of the Library Report - **P**
4. Update on Evaluation of Library Director : **Personnel Committee**

5. FY17 Iowa Public Library General Information Survey for the JKPL : **This item was emailed out to you in October and is also posted on the library webpage in your information folder for the November meeting.**
6. FY17 JKPL Annual Report: **Should be ready to discuss and distribute at the Board meeting on Tuesday**
7. Finance Committee Report
8. Fundraising Committee Report
 - Notes from November 6, 2017 meeting
9. Furnishings, Art & Facilities Committee Report
 - Update on projects
10. Marketing Committee Report
 - Notes from November 1, 2017 meeting
 - Consider allocation of funds from the trust account for social media marketing
11. Personnel Committee Report
12. Policy Committee Report
 - Consider approval of request to allow wine at library sponsored adults only program: **Your packet includes a brief letter from Mary Potter Kenyon regarding the Lifelong Learning Creativity Group's request for wine at an upcoming event and a copy of the relevant policy. Item 15 indicates the Board can waive the prohibition of alcoholic beverages.**
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, December 12, 2017 5:30 pm
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A

**James Kennedy Public Library
Board of Trustees
Minutes of the October 10, 2017 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, October 10, 2017, in the program room. Present: Angela English, Lynn Osterhaus, Steve Werner, Mary Jane Meade, Pat Valant, Mike Mullis, Barb Heitzman, Library Director Shirley Vonderhaar and Assistant Director Dawn Schrandt. City Council / Library Liaison Mark Wagner was also present. Absent: Jolene Pitzenberger-Timp and Joe Petsche.

1. Board President Angela English called the meeting to order at 5:30 pm.
2. Agenda: Lynn MOVED “approval of the agenda,” which motion was seconded by Barb and CARRIED. Ayes: Osterhaus, Werner, Valant, Mullis, English, Meade, and Heitzman. Nays: None
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Minutes of Previous Meeting: September 12, 2017
 - September Librarian’s Report
 - Bills:
 - September Claims Report
 - Library Claims for September
 - September and October Credit Card Claims
 - Budget Reports
 - September City Report
 - September Library Report
 - Trust Account Reports
 - September Bank Statements
 - September Balance Report
 - Trust Account Expenditure Report
 - September Donations Form
 - Brenda Ingles- \$100.00
 - Anonymous- \$50.00
 - Program Reports
 - September Report on Programs and Attendance
 - October Calendar of Events
 - Schedule for upcoming programs
 - Adult Summer Reading Program report
 - Contract Use Reports
 - Statistics by Residence Area- Drop in circulation noted.
 - Statistics by Contract/Service Area
 - Grant Report
 - Friends of Library Report

Lynn MOVED “approval of the consent items” which was seconded by Mike and CARRIED. Ayes: Osterhaus, Werner, Valant, Mullis, English, Meade and Heitzman. Nays: None

4. **Appointment of Committee to Evaluate Library Director:** Personnel committee will facilitate evaluation via email. 100% participation requested.
5. **FY17 Iowa Library General Information Survey for the JKPL:** Library director will send link when survey is complete. This topic will be on the November agenda for discussion.
6. **FY17 JKPL Annual Report:** Marketing committee is looking at revising the format. This report will wait until STAR Library ratings are released in early November.
7. **Finance Committee Report:** Will wait until after city elections for guidance on preparing the FY19 Library Budget request.
8. **Fundraising Committee Report:** The committee reported that the number of wreaths donated so far is lower than usual so more wreaths are needed for upcoming the Wreath-it-up fundraiser. Other upcoming events include the Cookie Walk, Soup Supper, Mystery Dinner.
9. **Furnishings, Art & Facilities Committee Report:** Mike shared that the committee had looked at the library floor plan and discussed ideas for the Smart Spaces project. Committee recommended spaces: Active Learning, Teen, and Quiet.
10. **Marketing Committee Report:** Pat shared the committee's recommendation to expand use of social media to promote JKPL including videos of new materials. Local radio station KDST will feature library events. Dawn will add board members to weekly email update. Annual Report may be in a new format organized by tagline of Discover. Connect. Inspire.
11. **Personnel Committee:** No report.
12. **Policy Committee Report:** No report.
13. **Strategic Planning Report:** Shirley shared a proposed new configuration of the library to create an active learning space per the Smart Spaces Project. After much discussion, board decided to implement the new configuration but the board and staff should continue to explore use of space at JKPL. Shirley also shared a proposed timeline of implementing the Smart Spaces project, including meeting March 31, 2018 project deadline.
14. **Meetings and Training:** Paul and Dawn will attend ILA in Coralville on October 18-20. Angela and Shirley attended Public Libraries of Dubuque County 28E Agency meeting.
15. **Oral Presentations:** None

Barb's motion to ADJOURN was seconded by Pat and CARRIED at 6:46 pm. Ayes: Osterhaus, Werner, Valant, Mullis, English, Meade and Heitzman. Nays: None

Mary Jane Meade, Secretary

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

B

Additions:

Items purchased: 357 Items donated: 78 Year to date: 1,196
 Items donated previous YTD: 259 Items donated YTD: 203
 Items withdrawn: Books: 997 DVDs: 17 SCD: 2 Games: 1
 Year to date: Books: 2,760 DVDs: 22 SCD: 3 Tape: 1 Kits: 42 Xbox: 1 Puppets: 1 Games: 10
 New Library Cards Issued City: 6 Contractual: 19 Total: 25 YTD: 98
 Computer use: 559 hours YTD: 2,699 hours Previous YTD: 3,156 hours
 Meeting Room Use: 194 Library Use: 60 Community Use: 134 YTD: 827 Previous YTD: 646
 Programs Held: 71 Attendance: 915 people Library Visits: 6,220 YTD: 31,658 Prev. YTD: 28,304

Circulation:

Number of Items Loaned	11,289	Year to Date:	46,056
Previous Year Circ.	12,061	Previous YTD:	50,549
Difference (numerical):	-772	Difference (numerical):	-4,493
Difference (percentage):	-6.40%	Difference (percentage):	-8.89%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	66.41	251.68	850.00
Computer Printing:	105.90	339.50	1,275.00
Reader/printer:	0.00	0.00	25.00
Fax:	49.00	186.85	900.00
Computer Use	23.00	91.00	250.00
Holds & Scans	5.00	30.00	100.00
Lost Books and Materials	24.50	329.65	1,000.00
Memberships	32.00	452.00	300.00
Agency Contract fees:	0.00	0.00	5,000.00
Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund	12,888.24	14,772.19	16,600.00
Misc:	0.00	21.25	300.00
Total:	13,194.05	16,474.12	26,600.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	23.55	102.12
Memorials:	0.00	0.00
Halbach Books:	0.00	20.00
Adopt a book donations:	0.00	200.00
Friends donation:	38.40	146.97
Other: Recycling fundraiser	198.40	262.40
Other: Coloring books & Hoffman Room	63.00	709.00
Other: Scherrman donation	1,000.00	5,850.00
Total:	1,323.35	7,290.49

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	151	43	10	101	30	17	19	0	30	6	7	435
2016 Month	26	94	28	10	65	2	9	22	1	21	11	5	294
Curr. YTD	71	383	163	56	184	51	17	47	5	168	36	15	1196
Prev. YTD	84	370	124	23	191	11	9	64	7	146	50	13	1092

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	848	3294	304	3185	227	365	13	8236	100	317	26	1600	652	358	11289
2016 month	707	2852	400	4001	197	334	2	8493	75	359	57	1762	937	378	12061
Difference	141	442	-96	-816	30	31	11	-257	25	-42	-31	-162	-285	-20	-772
Current YTD	3182	11535	1961	13063	926	1381	39	32087	343	1273	198	7198	3125	1832	46056
Prev. YTD	2914	11283	2294	15805	811	1468	30	34605	281	1360	227	7701	4417	1958	50549
Difference	268	252	-333	-2742	115	-87	9	-2518	62	-87	-29	-503	-1292	-126	-4493
Diff. %	9.2%	2.2%	-14.5%	-17.3%	14.2%	-5.9%	30%	-7.3%	22.1%	-6.4%	-12.8%	-6.5%	-29.3%	-6.4%	-8.9%

Freemusic Downloads: October: 75 Total FY= 361

Mango Language Use: October: 17 sessions; FY = 59 total sessions (includes mobile & computer)

C

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

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	750.00
Black Hills	Gas / Heat	40.85
Alliant Energy	Electricity	1,322.17
Mediacom	Internet & Phone	183.39
Total		\$2,296.41

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundering	Mats	17.94
American Trust & Savings	Credit Card dues	15.00
Fareway	Program supplies (reversed check)	-38.20
Fareway	Program supplies (reversed check)	-11.94
Pitney Bowes	Postage	253.84
English Insurance	Premium	71.00
Casey's General Store	Fuel to meeting	11.79
Total		\$319.43

October 2017 Budget	
October 2017 claims submitted	\$7,311.42
Utility and Contractual from Bills above	2,296.41
Miscellaneous Bills from above	319.43
Total wages and benefits	19,411.47
Total October 2017 expenses	\$29,338.73

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

E

Credit Card Claims for October & November 2017

Date	Vendor	Items	Amount
10/18/17	Mediacom	Phone & Internet	183.78
11/6/17	FaceBook	Almost Sunrise Ad	25.01

001-GENERAL FUND
 LIBRARY

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE
001-5-410-4-60100 SALARIES	222,663.00	16,604.45	70,629.57	152,033.43
001-5-410-4-61100 FICA	13,805.00	993.31	4,234.33	9,570.67
001-5-410-4-61200 MEDICARE	3,229.00	232.32	990.33	2,238.67
001-5-410-4-61300 IPERS	19,884.00	1,482.79	6,307.29	13,576.71
001-5-410-4-61500 GROUP INSURANCE	33,700.00	98.60	9,786.26	23,913.74
001-5-410-4-61700 SUI	180.00	0.00	50.67	129.33
001-5-410-4-62100 DUES	900.00	15.00	15.00	885.00
001-5-410-4-62300 MEETINGS/TRAINING	2,500.00	673.84	1,438.76	1,061.24
001-5-410-4-63710 ELECTRICITY	14,500.00	1,322.17	5,130.65	9,369.35
001-5-410-4-63711 GAS HEAT	2,000.00	40.85	159.82	1,840.18
001-5-410-4-63730 TELEPHONE	2,200.00	183.39	550.03	1,649.97
001-5-410-4-63750 MAINTENANCE	5,000.00	0.00	32.00	4,968.00
001-5-410-4-64080 INSURANCE PREMIUM	7,200.00	71.00	71.00	7,129.00
001-5-410-4-64110 LEGAL FEES	0.00	0.00	0.00	0.00
001-5-410-4-64200 ELECTIONS	0.00	0.00	0.00	0.00
001-5-410-4-64316 CONTRACTS	0.00	122.55	517.52	517.52
001-5-410-4-64322 CONTRACTED SERVICES	8,220.00	750.00	2,400.00	5,820.00
001-5-410-4-65060 OFFICE SUPPLIES	18,500.00	1,053.42	3,466.37	15,033.63
001-5-410-4-67210 FURNITURE/FIXTURES	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
001-5-410-4-67701 BOOKS/FILMS/RECORDS/SU	50,519.00	5,695.04	20,677.67	29,841.33
TOTAL LIBRARY	432,500.00	29,338.73	126,457.27	306,042.73
TOTAL EXPENDITURES	432,500.00	29,338.73	126,457.27	306,042.73



\$27,500 for capital is from FY17 budget.

C

James Kennedy Public Library FY18 Operating Budget							
	FY18	August	September	October	Nov (est)	Received to date	Difference
ESTIMATED REVENUES:							
Dubuque County Library Agency	5,000.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Fees from copier, R/P, etc.	5,000.00	334.87	367.59	305.81	300.00	1,701.93	3,298.07
Open Access	14,200.00	0.00	0.00	12,888.24	0.00	12,888.24	1,311.76
Access Plus / ILL	600.00	0.00	0.00	0.00	0.00	0.00	600.00
Direct State Aid	1,800.00	0.00	1,883.95	0.00	0.00	1,883.95	-83.95
TOTAL:	26,600.00	334.87	2,251.54	13,194.05	300.00	16,474.12	10,125.88
						16,474.12	10,125.88
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES						Spent to date	Remaining
Wages	218,505.00	16,474.18	20,930.26	16,604.45	16,700.00	70,629.57	147,875.43
FICA	13,547.00	985.21	1,261.49	993.31	1,035.40	4,234.33	9,312.67
Medicare	3,168.00	230.42	295.03	232.32	242.15	990.33	2,177.67
IPERS	19,512.00	1,471.14	1,869.10	1,482.79	1,491.31	6,307.29	13,204.71
SUI	175.00	0.00	0.00	0.00	0.00	50.67	124.33
Group Insurance	33,700.00	3,229.22	3,229.22	98.60	2,808.00	9,786.26	23,913.74
Meetings and training	2,500.00	0.00	498.50	673.84	147.33	1,438.76	1,061.24
Dues and memberships	900.00	0.00	0.00	15.00	150.00	15.00	885.00
TOTAL:	292,007.00	22,390.17	28,083.60	20,100.31	22,574.19	93,452.21	198,554.79
						93,452.21	198,554.79
CONTRACTUAL SERVICES:							
Utilities (telephone)	2,200.00	183.25	183.39	183.39	183.25	550.03	1,649.97
Electricity	14,500.00	1,406.39	1,402.73	1,322.17	1,500.00	5,130.65	9,369.35
Gas / Heat	2,000.00	38.40	38.93	40.85	50.00	159.82	1,840.18
Insurance (bldg)	7,200.00	0.00	0.00	71.00	0.00	71.00	7,129.00
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Custodial services	8,000.00	600.00	600.00	750.00	600.00	2,400.00	5,600.00
Window cleaning	220.00	0.00	0.00	0.00	220.00	0.00	220.00
Service / Maintenance Contracts	5,000.00	103.06	109.93	122.55	89.31	517.52	4,482.48
TOTAL:	39,120.00	2,331.10	2,334.98	2,489.96	2,642.56	8,829.02	30,290.98
						8,829.02	30,290.98
SUPPLIES:							
General library supplies	8,500.00	1,180.04	666.75	705.86	661.74	2,813.19	5,686.81
Program fees & supplies	2,500.00	37.75	72.02	83.56	54.47	340.22	2,159.78
Marketing & advertising	1,000.00	0.00	48.96	264.00	105.00	312.96	687.04
Maintenance and Repairs	5,000.00	0.00	32.00	0.00	402.33	32.00	4,968.00
TOTAL	17,000.00	1,217.79	819.73	1,053.42	1,223.54	3,498.37	13,501.63
						3,498.37	13,501.63
BOOKS AND MATERIALS							
Adult fiction	8,400.00	895.99	1,049.73	1,124.77	902.20	3,090.49	5,309.51
Adult nonfiction	5,900.00	454.96	891.72	351.94	932.87	1,698.62	4,201.38
Young adult fiction	2,000.00	135.30	0.00	150.24	928.95	285.54	1,714.46
Juvenile fiction	7,400.00	59.42	60.65	682.72	2,910.14	802.79	6,597.21
Juvenile nonfiction	3,300.00	334.43	0.00	1,843.71	486.00	2,178.14	1,121.86
Large Print	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00
Electronic media (ebooks, etc.)	4,500.00	1,871.02	0.00	284.97	491.39	2,155.99	2,344.01
Reference & electronic database	4,373.00	2,376.00	0.00	0.00	0.00	5,051.00	-678.00
Periodicals and newspapers	4,000.00	554.93	178.55	84.52	485.06	1,013.65	2,986.35
Audiobooks (CD, playaway)	4,000.00	519.60	483.89	402.22	194.71	1,405.71	2,594.29
Software & Gaming	2,000.00	115.86	78.17	0.00	289.64	194.03	1,805.97
DVDs	7,000.00	1,096.29	910.53	769.95	489.52	2,801.71	4,198.29
TOTAL:	56,873.00	8,413.80	3,653.24	5,695.04	8,110.48	20,677.67	36,195.33
						20,677.67	36,195.33
TOTAL EXPENDITURES:	405,000.00	34,352.86	34,891.55	29,338.73	34,550.77	126,457.27	278,542.73
TOTAL REVENUES:	26,600.00	334.87	2,251.54	13,194.05	300.00	16,474.12	10,125.88
ACTUAL ASKING	378,400.00	34,017.99	32,640.01	16,144.68	34,250.77	109,983.15	268,416.85
Capital Improvement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total all expenditures	405,000.00	34,352.86	34,891.55	29,338.73	34,550.77	126,457.27	278,542.73

James Kennedy Public Library FY18 Operating Budget									
	FY18	% Expended To date	FY17 Expense thru Sept	Sept 2016	Total FY17	Budget Projection thru July 2016	Amount Over/Under	Over/Under Budget	
ESTIMATED REVENUES:									
Dubuque County Library Agency	5,000.00		0.00	0.00	5,020.27				
Fees from copier, R/P, etc.	5,000.00		1,548.12	387.09	4,750.70				
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		1,548.12	387.09	26,111.88				
			1,548.12		26,111.88				
ESTIMATED EXPENDITURES:									
PERSONAL SERVICES			Spent to date		Spent to date				
Wages	218,505.00	32.3%	55,945.68	20,053.04	211,517.24	57,793.92	12,836	1.22	
FICA	13,547.00	31.3%	3,402.52	1,221.22	12,793.26	3,602.99	631	1.18	
Medicare	3,168.00	31.3%	795.79	285.62	2,992.16	842.56	148	1.18	
IPERS	19,512.00	32.3%	4,996.06	1,790.77	18,825.74	5,178.18	1,129	1.22	
SUI	175.00	29.0%	48.41	0.00	165.22	51.28	-1	0.99	
Group Insurance	33,700.00	29.0%	4,727.38	1,572.41	25,657.13	6,209.30	3,577	1.58	
Meetings and training	2,500.00	57.6%	516.85	516.85	1,969.40	656.10	783	2.19	
Dues and memberships	900.00	1.7%	150.00	0.00	763.00	176.93	-162	0.08	
TOTAL:	292,007.00	32.0%	70,582.69	25,439.91	274,683.15	75,034.23	18,418	1.25	
			70,582.69	25,439.91	274,683.15	75,034.23	18,418	1.25	
CONTRACTUAL SERVICES:									
Utilities (telephone)	2,200.00	25.0%	352.96	180.00	2,186.48	355.14	195	1.55	
Electricity	14,500.00	35.4%	4,870.60	1,898.47	13,391.15	5,273.91	-143	0.97	
Gas / Heat	2,000.00	8.0%	109.99	74.58	1,845.62	119.19	41	1.34	
Insurance (bldg)	7,200.00	1.0%	0.00	0.00	5,591.00	Zero	0	Nothing	
Legal Fees	0.00	NA	0.00	0.00	0.00	Zero	0	Nothing	
Custodial services	8,000.00	30.0%	1,800.00	900.00	7,840.00	1,836.73	563	1.31	
Window cleaning	220.00	0.0%	0.00	0.00	220.00	Zero	0	Nothing	
Service / Maintenance Contracts	5,000.00	10.4%	373.14	88.53	5,288.60	352.78	165	1.47	
TOTAL:	39,120.00	22.6%	7,506.69	3,141.58	36,362.85	8,075.87	753	1.09	
			7,506.69	3,141.58	36,362.85	8,075.87	753	1.09	
SUPPLIES:									
General library supplies	8,500.00	33.1%	4,640.04	3,046.83	12,059.61	3,270.45	-457	0.86	
Program fees & supplies	2,500.00	13.6%	237.67	227.79	981.87	605.15	-265	0.56	
Marketing & advertising	1,000.00	31.3%	497.87	497.87	1,076.50	462.49	-150	0.68	
Maintenance and Repairs	5,000.00	0.6%	1,151.43	129.50	3,743.98	1,537.71	-1,506	0.02	
TOTAL	17,000.00	20.6%	6,527.01	3,901.99	17,861.96	6,212.04	-2,714	0.56	
			6,527.01	3,901.99	17,861.96	6,212.04	-2,714	0.56	
BOOKS AND MATERIALS									
Adult fiction	8,400.00	36.8%	1,994.98	1,048.71	8,906.88	1,881.45	1,209	1.64	
Adult nonfiction	5,900.00	28.8%	782.88	537.35	5,375.48	859.27	839	1.98	
Young adult fiction	2,000.00	14.3%	23.89	0.00	1,898.71	25.16	260	11.35	
Juvenile fiction	7,400.00	10.8%	480.08	95.51	4,821.79	736.78	66	1.09	
Juvenile nonfiction	3,300.00	66.0%	0.00	0.00	2,981.44	Zero	0	Nothing	
Large Print	4,000.00	0.0%	837.80	498.88	2,335.27	1,435.04	-1,435	0.00	
Electronic media (ebooks, etc.)	4,500.00	47.9%	665.22	0.00	3,367.39	888.96	1,267	2.43	
Reference & electronic database	4,373.00	115.5%	4,709.90	0.00	5,524.90	3,727.92	1,323	1.35	
Periodicals and newspapers	4,000.00	25.3%	945.78	737.04	4,462.96	847.67	166	1.20	
Audiobooks (CD, playaway)	4,000.00	35.1%	974.09	426.49	3,997.03	974.81	431	1.44	
Software & Gaming	2,000.00	9.7%	94.89	69.40	1,630.38	116.40	78	1.67	
DVDs	7,000.00	40.0%	1,930.43	1,231.33	7,020.55	1,924.78	877	1.46	
TOTAL:	56,873.00	36.4%	13,439.94	4,644.71	52,322.78	14,608.74	6,069	1.42	
			13,439.94	4,644.71	52,322.78	14,608.74	6,069	1.42	
TOTAL EXPENDITURES:	405,000.00	31.2%	98,056.33	34,002.28	381,230.74	104,170.02	22,287	1.21	
TOTAL REVENUES:	26,600.00	61.9%	1,548.12	387.85	26,111.88	1,577.06	14,897	10.45	
ACTUAL ASKING	378,400.00	29.1%	96,508.21	33,614.43	355,118.86	102,835.17	7,148	1.07	
Capital Improvement	0.00	N/A	2195.40	800.00	26,873.02				
Total all expenditures	405,000.00	N/A	100,251.73	34,802.28	408,103.76				



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

Statement of Account

A-1

Last statement: September 30, 2017
This statement: October 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



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P1470**T7*****AUTO**SCH 5-DIGIT 52030
CITY OF DYERSVILLE
JAMES KENNEDY PUBLIC LIBRARY TRUST
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DYERSVILLE IA 52040-1203



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HELP YOUR EMPLOYEES PLAN FOR THE FUTURE. AMERICAN TRUST HAS A RETIREMENT PROGRAM FOR BUSINESSES OF ALL SIZES. FOR MORE INFORMATION CONTACT OUR RETIREMENT DIVISION.

Summary of Account Balance

Account	Number	Ending Balance
Money Market Account	005951-435-6	\$40,317.35

Money Market Account

Account number
005951-435-6

Beginning balance	\$40,303.65		
Low balance	\$40,303.65		
Avg collected balance	\$40,303		
Interest paid year to date	\$134.08		
Total additions	\$13.70	Total subtractions	\$-0.00

Effective dates: 09-30-17 Interest Rate: 0.400%

Date	Description	Additions	Subtractions
10-31	#Interest	13.70	

Daily balances

Date	Amount	Date	Amount	Date	Amount
09-30	40,303.65	10-31	40,317.35		



I

TRUST ACCOUNT REPORT for October 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
September 30, 2017	\$13.24		\$ 40,303.65
October 31, 2017	\$13.70		\$ 40,317.35 #1
 Fidelity Bank and Trust			
Balances September 30, 2017		\$14,621.03	\$7,760.62
Deposits			
October 10, 2017			
Cartridge recycling / fundraiser	\$198.40		
Coloring books	\$30.00		
Conscience box donations	\$5.40		
Friends booksale / donation	\$31.40	\$265.20	
October 18, 2017			
Betty Anne Scherrman donation	\$1,000.00	\$1,000.00	
October 26, 2017, 2017			
Hoffman Room Use donation	\$13.00		
Coloring books	\$20.00		
Conscience box donations	\$18.15		
Friends booksale / donation	\$7.00	\$58.15	
October 31, 2017			
Interest	\$0.34	\$0.34	\$1,323.69
Debits			
Adopt-a-book	\$15.67		
Large Print (Lion's Club)	\$395.19		
PLACE Grant materials	\$150.00		
Program refreshments (Friends)	\$34.00	\$594.86	\$594.86
Balances October 31, 2017		<u>\$14,026.17</u>	<u>\$8,489.45</u> #2

J

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)								REMAINING:
DONATIONS:								DONATIONS:
Previous Fundraisers		\$2,006.98						\$5,598.14
Coloring books	Oct-17		\$50.00					
FY18 Fundraisers								
Cartridge recycling	Oct-17		\$198.40					\$198.40
Previous Raffles		\$1,771.61						\$2,214.11
Donations								
BA Scherrman	Oct-17		\$1,000.00					\$1,000.00
Miscellaneous Donations Total Remaining								\$4,383.13
Lion's Club - LP	Previous	\$0.00						\$58.33
				Oct-17 books		\$395.19		
Conscience Box	Previous	\$1,249.93						\$1,363.71
	Oct-17		\$23.55					
History Book	Previous	\$1,094.74						\$1,114.74
Genealogy Donation	Previous	\$83.86						\$83.86
Meeting Room Donatic	Previous	\$348.56						\$361.56
	Oct-17		\$13.00					
Adopt-a-book donation	Previous	\$212.81						\$304.75
				Oct-17 materials		\$15.67		
Friends - bksale	Previous	\$311.07						\$293.22
	Oct-17		\$38.40	Oct-17 refreshments		\$34.00		
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		-\$11.47
Summer Reading Prog	May-17	\$152.66						\$31.83
TACKL	Previous	\$974.29						\$978.96
Bequests & Specified donations total								\$28,502.31
Memorials or "In Honor Of" - Total Remaining								\$252.20
GRANTS:								GRANTS:
1000 Books (DRA & Friends)		\$2,150.06						\$2,150.06
PLACE Grant	May-17	\$1,000.00		Aug-17 collection		\$49.13		\$444.16
				Sep-17 books		\$506.71		
				Oct-17 books		\$150.00		
DRA Grant								
Friends Match	Aug-17		\$3,800.00	Sep-17 Awe computers		\$8,544.00		-\$4,744.00
INTEREST DEPOSITS								
remaining from previous years		\$3,714.52						
	Oct-17		\$0.34					
Unspecified from previous		\$747.98						\$4,464.56
TOTAL DEPOSITS			\$7,332.46	EXPENDITURES:		\$10,973.83	Balance	\$8,489.45

K

Memorials and Donations October 2017

From: **Cartridge Recycling Fundraiser**
Donation: \$198.40
Fund: Library Trust Account
Restrictions: Fundraiser for library collections and services

From: **Coloring Books**
Donation: \$50.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Betty Anne Scherrman**
Donation: \$1,000.00
Fund: Library Trust Account
Restrictions: For library needs

From: **Hoffman Room Donation Jar**
Donation: \$13.00
Fund: Library Trust Account
Restrictions: Donation for Hoffman Room needs

James Kennedy Public Library Monthly Program Report

Report for the Month of September 2017



Story Time Sessions:

- For the week of October 4, 2017 Theme – Apples
Total attendance at 2 programs – 19 children & 6 adults
Time for preparation & performance – 5 hrs (pd)
Supplies: Color copies and apples and baggies for activity
Stickers for treat
- For the week of October 11, 2017 Theme – Elephants
Total attendance at 2 programs – 12 children & 4 adults
Time for preparation & performance – 5 hrs (pd)
Supplies: Color copies and blocks & copies for activity
Stickers for treat
- For the week of October 18, 2017 Theme – Crocs & Alligators
Total attendance at 2 programs – 17 children & 4 adults
Time for preparation & performance – 4 hrs (pd) 1 hr (vol)
Supplies: Color copies and crayons, glue, craft sticks & google eyes for activity
Stickers for treat
- For the week of October 25, 2017 Theme – Fall
Total attendance at 2 programs – 16 children & 3 adults
Time for preparation & performance – 4 hrs (pd)
Supplies: Color copies and crayons, leaves and paper for activity
Temporary tattoos for treat

Wee Read Sessions:

- For the week of October 4, 2017 Theme – Apples
Total attendance at 1 program – 0
Time for preparation & performance – 0 hrs (pd)
Supplies: Color copies and apples and baggies for activity
Stickers for treat
- For the week of October 11, 2017 Theme – Elephants
Total attendance at 1 program – 2 children & 2 adults
Time for preparation & performance – .5 hrs (pd)
Supplies: Color copies and blocks & copies for activity
Stickers for treat
- For the week of October 18, 2017 Theme – Crocs & Alligators
Total attendance at 1 program – 1 children & 1 adult
Time for preparation & performance – .5 hrs (pd)
Supplies: Color copies and crayons, glue, craft sticks & google eyes for activity
Stickers for treat
- For the week of October 25, 2017 Theme – Fall
Total attendance at 1 program – 1 children & 2 adults
Time for preparation & performance – .5 hrs (pd)
Supplies: Color copies and crayons, leaves and paper for activity
Temporary tattoos for treat

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

- For the first session in October 2017 Theme – Fish
Total attendance at 7 programs – 132 children & caregivers
Time for preparation & performance – 5.5 hrs (pd)
Supplies: 15 copies of activities, poems, etc. for parents & / or teachers
- For the second session in October 2017 Theme – Apples
Total attendance at 7 programs – 113 children & caregivers
Time for preparation & performance – 5.5 hrs (pd)
Supplies: 15 copies of activities, poems, etc. for parents & / or teachers

Branching Out (Wednesdays at 11:00 am)

- October 4, 11, 18, 25, 2017 (October 25 was cancelled early by meals site) Total attendance - 26
Time for preparation & performance – 8 hrs (pd) 3 hr (vol)
Supplies: Posters & library information; Materials to check out
Leah McCool donated her time to assist with this program

Program at Ellen Kennedy Center – (Typically first Friday of each month) – Book Talk October 13, 2017 Time for preparation & performance – 6 hrs (pd) Supplies: PowerPoint presentation	Total attendance – 12
Program at Oakcrest Manor (Typically Third Friday of each month) – Not held this month.	
Sit ‘n’ Stitch (Wednesdays of each month) October 4, 11, 18, 25, 2017 Time for preparation & performance – 2 hrs (pd) 8 hrs (vol) Supplies: Refreshments provided by participants	Total attendance – 46
Books for Lunch Book Club (First Monday of each month) – <i>Book that Matters Most</i> October 2, 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 – 8
A Novel Approach to Faith Book Club October 10, 2017 Time for preparation & performance – 3.25 hr (pd) Supplies: Posters, PSA, beverages & paper products Refreshments provided by participants or the Friends	Total attendance – 8
Get Puzzled @ Your Library October 1-31, 2017 Time for preparation & performance – .5 hrs (pd) Supplies: Posters, PSA, \$20.00 for puzzle	Total attendance – 16
Dungeons & Dragons Club (1st Tuesday of each Month) October 3, 2017 Time for preparation & performance – 2.5 hrs (pd) Supplies: Snacks & beverages	Total attendance – 5
JKPL Writing Group (3 rd Monday of each Month) October 16, 2017 Time for preparation & performance – 2.5 hrs (pd) Supplies: Refreshments & handouts	Total attendance - 4
Lifelong Learner’s Creativity Group (2 nd Monday of each month) October 9, 2017 Time for preparation & performance – 5 hr (pd) Supplies: Posters, PSA, refreshments	Total attendance – 11
Game Night (4 th Friday of each Month) October 27, 2017 Time for preparation & performance – 3.5 hrs (pd) Supplies: Posters & PSA, refreshments & games	Total attendance – 9
Building Creativity one Block at a Time (LEGO® program) (monthly, date and time varies) October 14, 2017 Time for preparation & performance – 4 hrs (pd) .5 (vol) Supplies: Posters, PSA, Refreshments, sponsored by DuTrac	Total attendance – 15
Coloring for Adults (monthly, date and time varies) October 17, 2017 Time for preparation & performance – .75 hr (pd) Supplies: Posters, PSA, Refreshments, Coloring sheets & pencils	Total attendance – 7
Movies @ Your Library – showing of <i>Psycho</i> October 2, 2017 Time for preparation & performance – .25 hrs Supplies: Posters & PSA	Total attendance – 0

Movies @ Your Library – showing of *Born in China*
 October 7, 2017 Total attendance – 5
 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 (Books for Lunch) – showing of *Cool It*
 October 16, 2017 Total attendance – 2
 Time for preparation & performance – 1 hrs (pd)
 Supplies: Posters, PSA, Popcorn provided by Farmer’s Shipping; Pop, bags, napkins, etc. from GF

Movies @ Your Library – showing of *Spooky Buddies*
 October 21, 2017 Total attendance – 9
 Time for preparation & performance – 2 hrs (pd)
 Supplies: Posters, PSA, Popcorn provided by Farmer’s Shipping; Pop, bags, napkins, etc. from GF

Movies @ Your Library – showing of *ParaNorman*
 October 28, 2017 Total attendance – 5
 Time for preparation & performance – 2.3 hrs (pd)
 Supplies: Posters, PSA, Popcorn provided by Farmer’s Shipping; Pop, bags, napkins, etc. from GF

Banned Books Week: Can you guess this banned (shredded) book (passive program)
 September 24 – October 1, 2017 Total attendance – 48
 Time for preparation & performance – 4 hrs (pd)
 Supplies: Two copies of the book and prize

Blind Date with a Banned Book (passive program)
 September 24 – October 1, 2017 Total attendance – 19
 Time for preparation & performance – 4.75 hrs (pd) 1.75 hrs (vol)
 Supplies: Wrapping paper and tape to wrap books, prize

Wreath Craft Gathering
 October 1, 2017 Total attendance – 5
 Time for preparation & performance – 2.5 hrs (pd)
 Supplies: Wreaths and decorative / craft supplies

Crazy 8s: Toilet Paper Olympics
 October 4 & 5, 2017 (2 sessions) Total attendance – 20
 Time for preparation & performance – 5 hrs
 Supplies: Posters, PSA
 Toilet paper & tape, others items supplied provided by Bedtime Math

Our Neighbors: The Amish
 October 8, 2017 Total attendance – 35
 Time for preparation & performance – 1 hr (pd) 7 hrs (vol)
 Supplies: Posters, PSA, refreshments
 Dianne and Don Kramer donated their time to present this program

Head Start Tour
 October 10, 2017 Total attendance – 19
 Time for preparation & performance – 2 hr (pd)
 Supplies: Posters, PSA, copies of activity sheet

Pushing the Limits: PLACE - Change
 October 12, 2017 Total attendance – 8
 Time for preparation & performance – 1.5 hr 3 hrs (vol)
 Supplies: Posters, PSA, Refreshments
 Terry Simmons / NOAA is science expert
 Funded by grant from NOAA and NSF

Double Creature Feature			
October 13, 2017			Total attendance – 10
Time for preparation & performance – 5 hrs (pd)			
Supplies:	Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF		
Nerf War			
October 14, 2017			Total attendance – 17
Time for preparation & performance – 6 hrs			
Supplies:	Posters, PSA, nerf darts, & refreshments		
Teen Read Week: Black Out Poetry (passive program)			
October 8-14, 2017			Total attendance – 4
Time for preparation & performance – 2.5 hrs			
Supplies:	Posters, PSA, old books		
Crazy 8s: Flying Marshmallows			
October 18 & 19, 2017 (2 sessions)			Total attendance – 20
Time for preparation & performance – 4.5 hrs (pd)	1 hr (vol)		
Supplies:	Posters, PSA Marshmallows, others items supplied provided by Bedtime Math		
Build a Family Story - Genealogy			
October 21, 2017			Total attendance – 12
Time for preparation & performance – 5 hrs (pd)	3 hrs (vol)		
Supplies:	Posters, PSA, Beverage & cookies Sponsored by the Friends of the Library		
Wreath-it-up Donor Reception			
October 22, 2017			Total attendance – 12
Time for preparation & performance – 1 hrs (pd)			
Supplies:	Posters, PSA & refreshments		
Crazy 8s: ZipLine Zoo			
October 25 & 26, 2017 (2 sessions)			Total attendance – 20
Time for preparation & performance – 4.25 hrs (pd)	1 hr (vol)		
Supplies:	Posters, PSA Pencils and tape, others items supplied provided by Bedtime Math		
Pushing the Limits: PLACE – Reading the Signs of the Times			
October 26, 2017			Total attendance – 6
Time for preparation & performance – 2 hrs	8 hrs (vol)		
Supplies:	Posters, PSA, PowerPoint Presentation, Refreshments Terry Simmons / NOAA science expert Funded by grant from NOAA and NSF		
Children's Halloween Party			
October 28, 2017			Total attendance – 93
Time for preparation & performance – 6.5 hr (pd)	6.5 hrs (vol)		
Supplies:	Posters, PSA, Candy, bags & prizes for costumes Sponsored by SpecCast / Love my Library		
Children's Halloween Craft			
October 28, 2017			Total attendance – 38
Time for preparation & performance – 2.75 hr (pd)	2.5 hrs (vol)		
Supplies:	Posters, PSA, Card stock, paper, glue, fishing line, spider webbing, etc.		
Evaluating News			
October 29, 2017			Total attendance – 6
Time for preparation & performance – 9 hrs			
Supplies:	Posters, PSA, Refreshments		

N

Schedule of Upcoming Events – December 2017 and beyond

Discover . Connect . Inspire: a coloring book! Are you looking for a unique local Christmas gift for yourself or someone you love? The JKPL may have just what you need. In 2016, local artists submitted original images and a committee selected 55 to include in a special coloring book. The book is 8.5 x 11 and coil bound with perforated pages for easy removal. The coloring books can be purchased at the library for \$10.00 each until sold out. Proceeds go to support library collections and services.

Tickets available NOW for 2018 Mystery Dinner Theatre, A Dinner To Die For! The JKPL welcomes back the Die-Laughing Murder Mystery Troupe for a debut performance of their new murder mystery! This year's event is set in 1969 so get out your bell bottoms! Join us on Saturday, February 24 @ 6:30 pm (cocktail hour from 5:30 to 6:30 pm) for a delicious meal catered by J & D Mart and an evening of laughter and fun. Cost is \$50 per ticket or \$350 for a table of 8. This event will be held at the Dyersville Golf & Country Club. Seating is limited and the first 30 tickets sold include a wineglass and wine. These tickets make great Christmas and birthday gifts!

Synopsis: A Dinner to Die For, Murder is served, ... Or, How the 'Summer of Love' Became the Winter of Discotheques... 'This is the Dawning of the Age of Hilarious' It's the 20th of July 1969, night of the 1st moon landing, and guests are welcomed by Walter Kyte, a reporter for Rolling Rock magazine, at Tia Trinity's album release party, hosted by her 'perfect' sister Mia - who makes great dishes, but won't let anyone have them. Mia likes the idea, perfected in her head, of being married to a dentist, but she is too straight-laced to tie the knot. Percival Lowell, a "spook" agent working for Tex will be there to keep an eye on things—his other eye was ruined circumstantially by Tex, a smarmy Southern Politician, and, Arthur Dontist is hard up for Mia, who gives him nothing. They'll all be there for the performance of the 60's girls group sensation The Tia Trinity: with Tia, the musical star; Affrikka Chanteuse, the bullhorn activist and drummer; and Psychick, an astrologer who sees the future of the stars of the Tia Trinity Trio. Don't miss this far out "Happening

Friday, December 1 - Sunday, December 31: Get Puzzled @ Your Library. Do you enjoy relaxing while putting together a jigsaw puzzle? Would you like to get out of the house and share the fun (and frustration) with someone else? Stop in the library this month to help us put together a new jigsaw puzzle. This month's 1000 piece puzzle is *Checking It Twice*. The puzzle will be located on the table under the skylight and everyone is welcome to add a piece or two or more! To add to the fun, everyone who works on the puzzle is encouraged to put their name into a drawing to win the puzzle!

Friday, December 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, December 2: A Visit with Santa & Mrs. Claus from 10:00 am - 1:00 pm. Santa and Mrs. Claus will be visiting the James Kennedy Public Library from 10:00 am to 1:00 pm on Saturday, December 3. Children of all ages are welcome to come and talk to Santa. Don't forget to bring your cameras! There will be a few simple crafts to make while you wait. Co-sponsored by the Dyersville Federated Woman's Club.

Saturday, December 2: Cookie Walk from 10:00 am - 1:00 pm. Craving some special holiday treats but don't have the time to bake for yourself? Come to the library for our annual Christmas Cookie Walk Fundraiser. Fill a plate of sweet treats (about a dozen items) from a variety of baked goods provided by friends, volunteers, board members, and staff of the library. Plates are \$6.00 for one or \$10.00 for two. Volunteers will be on hand to wrap your tray before you leave. Sponsored by the Fundraising Committee of the JKPL.

Saturday, December 2: Family Christmas Movies @ Your Library presents "The Polar Express" @ 2:00 pm. A doubting 8-year-old boy is whisked to the North Pole on a magical train for a meeting with Santa. Meanwhile, the train's conductor, along with the other young passengers, help turn the boy's crisis in faith into a wondrous journey of self-discovery. Rated G. (100 min.)

Sunday, December 3: Old Fashioned Christmas @ 1:30 pm. The entire family is invited for an afternoon of live music, traditional Christmas carols, cookies, and spiced cider at the Dyer-Botsford House in Dyersville. Santa & Mrs. Claus will make a special appearance, and several prizes will be given out in a drawing. All ages welcome, but children under the age of 10 must be accompanied by an adult. This event is sponsored by the Senior Advisory Committee of the JKPL and the Dyersville Historical Society.

Monday, December 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 *The Whole Town is Talking* by Fannie Flagg. 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, December 4: Book Flicks @ Your Library presents "The Glass Castle" @ 6:30 pm. A woman reflects on her unconventional upbringing at the hands of her artsy, nonconformist parents. Now married to a man who works in finance in New York, she faces criticism from her parents that she's betrayed their values. Based on the book by Jeannette Walls. Rated PG-13. (127 min.)

Tuesday, December 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 December 6, 13, 20 & 27: Sit and Stitch @ 1:00 pm. Join other crafters at this weekly gathering to share crafting and conversation. Gatherings are every Wednesday from 1:00-3:00 pm. New members are welcome to join at any time! Bring your hobby or craft and come for lots of laughs, food, great company and experienced help!

Friday, December 8 thru Sunday, December 17: Used Book Swap @ Your Library. Looking for a good book? Come to the Used Book Swap at the library! This is a fun way to treat yourself to something new to read or share a book you are finished with. Just wrap up a gently used/nearly new book from your home library and mark it with a general statement of what it is – novel, romance, children's picture book, biography, etc. Bring your gift wrapped book to the library and exchange it for another. Everyone who participates will be entered into a drawing for a book lover's prize. The Used Book Swap is open all hours the library is open between December 8-17.

Saturday, December 9: A Visit with Hugo Kringle @ 10:00 am. Did you know Santa has a little brother? He does, and his name is Hugo Kringle! Hugo has visited thousands of children across 5 states and Taiwan, and will be visiting the James Kennedy Public Library this year. Join him to sing Christmas songs and hear stories about growing up with his famous big brother. All ages welcome, but best suited for 8 and under. Children who have not completed Kindergarten must have an adult or mature teen companion. Co-sponsored by Citizens State Bank.

Sunday, December 10: Take the Stress Out of the Holidays @ 2:00 pm. Does all of the hustle of holidays feel overwhelming sometimes? Come join us and learn some simple tips to keep you sane through this hectic time of year. Explore some ideas that will help you spend less time and money stressing in the kitchen and more time with your loved ones. We'll even help cross one gift off of your list (or get you started with one meal all ready to go) by making a corn chip chili jar. All ages welcome but information is geared for teens and adults. Registration requested so we know how many jars to have available. Walk-ins welcome but jar supplies are only guaranteed for those that have registered. Presented by Danielle Day from the Iowa State University Extension and Outreach.

Monday, December 11: Lifelong Learners Creativity Group @ 6:30 pm. Join us for this monthly group for imaginative people who can learn from, and feed off each other's creativity. This group meets on the 2nd Monday of each month. Pertinent handouts, opportunities for sharing, and demonstrations of various crafty and artistic endeavors of members will be included, along with future plans to showcase art, music, or writing of members. Open to ages 17 and up. Registration requested but walk-ins welcome if space allows.

Tuesday, December 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 *Burning Sky* by Lori Benton. Copies of each book are available to borrow from the library.

Thursday, December 14: Coloring for Adults @ Your Library from 4:00 to 7:00 pm. Come relax and relieve stress by coloring! Coloring for Adults is offered monthly at various times and days. The library provides coloring sheets, colored pencils and light refreshments. No registration needed. Participants are welcome to come and go during the program. This program is open to adults 18 and older. All participants this month will have their name entered into a drawing to win a JKPL coloring book.

Saturday, December 16: Family Movies @ Your Library presents "The Nut Job 2" @ 2:00 pm. Animal pals attempt to destroy a gaudy amusement park that's replaced their beloved home. Rated PG. (91 min.)

Saturday, December 16: Nerf War @ Your Library from 6:00-8:00 pm. Bring your Nerf gun and ammo and head to the library for this bi-monthly Nerf War! Participants must be 13 or older and anyone under 18 must have a signed parental waiver. Registration requested as 10 people are required to hold the program and a max of 20 is allowed. Walk-ins welcome, if space allows. Participants must provide their own Nerf guns and ammo but no modifications to darts or guns to increase range or hitting power will be allowed.

Sunday, December 17: Christmas Movies @ Your Library presents "Fred Claus" @ 2:00 pm. Santa's ne'er-do-well older brother visits the North Pole and wreaks havoc on the holiday when he is forced to work in the toy shop. Rated PG. (117 min.)

Monday, December 18: Books for Lunch Movies @ 12:00 noon. Movie to be decided.

Monday, December 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.

Friday, December 22: Game Night @ Your Library @ 6:00 pm. Come meet and make friends with some of your fellow game lovers at our monthly game night at 6:00 pm on the 4th Friday of every month. Bring your favorite game (card game, board game, role playing game, or video game) and meet, teach, and play with others! All ages welcome.

Saturday, December 23 - Monday, December 25: Library closed for Christmas

Friday, December 29: Building Creativity One Block at a Time: a LEGO® program from 1:00 pm to 3:00 pm. This month's theme is "Cold outside". This program is for all ages but children under 7 must be accompanied by an adult or older partner. This LEGO® program is part of a monthly LEGO® building block program at the library sponsored by DuTrac Community Credit Union. Each month there is a theme to help inspire creativity. Photos of the creations are displayed in the children's area of the library and the actual creations are displayed at DuTrac for two weeks after each program. All children who participate have their name entered into a quarterly drawing for a special LEGO® related prize provided by DuTrac. Refreshments provided.

Monday, January 1: Library closed for New Year holiday

Warm-Up @ Your Library Begins: Tuesday, January 2, 2018! The JKPL is once again offering a winter library program - this year it is for teens as well as adults! Discover ~ Connect ~ Inspire is the library tagline and this program is intended to help you: DISCOVER what the library has to offer; CONNECT with your library and community and INSPIRE others to read, learn and explore what the library has to offer. Stop in anytime after January 1 and pick up your Warm-Up bingo card. Read different genres and formats, listen to books, try out databases and other services or attend library programs to fill the squares. Every bingo (maximum of three per person) earns the chance to win some great prizes, including the grand prize of a tablet or eReader (final item will be selected by the winner from several options offered). All black out bingos will earn a special JKPL goodie bag. Adults and teens thirteen and older with a James Kennedy Public Library card are eligible to participate. The winter library program will run from January 2 thru February 28.

Quilting Bee with the Dyersville Layette Ladies: Tuesday, January 2 thru Wednesday, January 31. The Layette Ladies will be quilting in the library this January to demonstrate quilting and encourage others to lend a hand. A quilting rack will be set up under the library skylight and ladies from the Layette Group will be present to quilt weekday afternoons from 12:00 noon to 5:00 pm and Sundays 1:00 to 4:00 pm. Members of the community are encouraged to stop in and observe, ask questions and help with the quilting. (Beginners will be able to try quilting on a piece of fabric in a hoop). The quilt will only be

available when the quilters are working on it. Once completed the quilt(s) will be auctioned off to raise money for the Dyersville Relay For Life or other local organizations.

Tuesday, January 2 - Friday, January 13: Borrowing Downloadable Books, Audiobooks, and Magazines from the Library. Have questions about how to borrow library books, audiobooks, and magazines on your eReaders, tablets, or Smartphones? Then come to the library anytime during our drop-in hours and get your questions answered! Bring your library card and device or smartphone. Hours are: January 2: 10 am—7 pm; January 3: 1-7 pm; January 4: 10 am—7 pm; January 5: 10 am—4 pm; January 6: 10 am—4 pm; January 8: 10 am-7 pm; January 9: 10 am—7 pm; January 10: 1-7 pm; January 11: 1-7 pm; January 12: 10 am—4 pm January 13: 10 am—4 pm.

Friday, January 5: Drop-In Computer Help from 2:00-5:00 pm. Have basic computer questions? Come to the library! The library is hosting drop-in hours so you can bring your basic computer questions and we'll do our best to answer them. Laptop computers will be available for use but participants are encouraged to bring their own laptop if they own one.

Saturday, January 6: Evaluating News: Good, Bad, or Totally Fake? @ 11:00 am. In a world of 24 hour news cycles, social media, and an internet that is unmonitored, it can be hard to know if the information and news we read and hear is legitimate or not. Join us at this session where you'll learn how to evaluate the information you read and hear so you can know if it is true, false, or biased. Participants will also learn how to use fact checking websites to verify information. Handouts will be provided. This program is geared for adults but teens are welcome.

Monday, January 8: Lifelong Learners Creativity Group @ 6:00. Monthly group for imaginative people who learn from, and feed off each other's creativity. This month our group will enjoy painting on canvas with Carol Olberding of Carol O. Studio. Cost is \$25 per person to cover materials. Come see what our monthly group for creative people is all about and join us for a painting session. Advance registration is required. Must be 21 years or older for this session.

Saturday, January 13: "Black Friday" movie showing@ 6:30 pm. The library is hosting a locally produced movie, *Black Friday!* From Dubuque natives Crescentia Volz and Jayme Schmitt comes a Thanksgiving film unlike any other. During the Thanksgiving season, Aliens, dormant for years, finally set their plans to conquer Earth into motion. The only thing standing in their way are two clueless friends who, with a little help from an excessive grump, just may have what it takes to fight back. For ages 16 and older (90 minutes).

Sunday, January 14: Getting Nutrition in Check with MyPlate @ 2:00 pm. In January and February join us for four sessions on healthy eating, shopping smart, and menu planning. For this first session, kick off the New Year right by joining us to explore the food groups, portion control, and healthy alternatives to your favorite not-so-healthy foods. We'll also discuss strategies for staying on track with physical fitness and nutrition goals and tools to help along the way. We'll wrap the class up with preparing a healthy snack for those mid-day lulls or pre-workout energy jolt needs. This program is geared for adults but teens are welcome. Registration requested so we know how many snack supplies to have available. Walk-ins welcome but snack supplies are only guaranteed for those that have registered. Presented by Danielle Day from the Iowa State University Extension and Outreach. Snow date is Sunday, March 11 at 2:00 pm.

Monday, January 15: Story Time and Wee Read Registration begins. Parents and caregivers are encouraged to sign up their preschoolers for the Spring 2018 sessions of Preschool Story Time and Wee Read. Story Time is open to 3, 4 and 5 year olds who have not been in Kindergarten and will be offered on Wednesdays at 9:30 am or 6:30 pm. Wee Read is for children under 3 and their caregiver and will be offered on Wednesdays at 10:30 am. Programs will run February 7 through April 25. Registration is required as space is limited.

Monday, January 15: Books for Lunch Book Movie Showing presents “The Big Sick” @ 12:00 noon. A Pakistani-American man falls for white grad student, and hides their romance from his family. However, their relationship gets more serious when she develops a mysterious illness, which in turn forces him to bond with her parents. Rated R (119 min.)

Thursday, January 18: Soup Supper Fundraiser from 5:00 to 8:00 pm. Warm up this winter at the JKPL annual Soup Supper! Join us for soup (chili or chicken noodle), crackers, bread, brownie, and beverages starting at 5:00 pm until we run out! The soup is made and served by the JKPL Library Board and Fundraising Committee members. Price is \$5.00 per person with soup refills for \$1.00 each. Carry outs available. Proceeds from the fundraiser will be used to support the library’s collections and services.

January 18 thru February 28: Love My Library Giving Tree Fundraiser! Do you “Love Your Library”? Then consider supporting this annual fundraising activity that will improve the collection and services the library is able to offer. Library staff have identified things (materials, furnishings, programs, etc.) that they believe would improve the library and the things people or organizations might wish to sponsor. Many of the items for this year are things that will enhance the library’s new active learning space and programming. Some of these items are displayed on the bulletin board in the entry to the library. The complete list can be viewed at the circulation desk or from the home page of the library’s website (www.dyersville.lib.ia.us). Select one or more items and donate the funds needed for purchase, or purchase the items yourself and donate them to the library. Donations will be written on a heart and hung on the library “Giving Tree.” Where appropriate the library will attach a tag or book plate acknowledging the donation and you will be the first to check it out. Not finding something you want to “love”? Bring your ideas to a librarian!

Saturday, January 20: Winter Wonderland Story Time @ 9:30 am. The weather outside may be frightful, but families can have lots of fun inside at the library! We will read stories, sing winter songs and have an indoor snowball fight (no mittens required!) We will conclude the 45 minute program with a treat and a fun activity to take home. This family program is for children age 6 and under but all ages are welcome. Children who have not completed kindergarten need to have an adult companion. Sponsored by the Friends of the James Kennedy Public Library.

Friday, January 26 through Monday, January 29: Friends of the Library Used Book Sale. The Friends of the Library used book sale will be held in the basement of the James Kennedy Public Library Friday, January 26 through Monday, January 29. Hours are: Friday, January 26: 9:00 am—5:00 pm; Saturday, January 27: 9:00 am—3:00 pm; Sunday, January 28: 1:00 pm—4:00 pm; Monday, January 29: 9:00 am—7:00 pm. Bags of books are \$2 on the last day of the sale only.

Saturday, January 27: Spend Smart, Eat Smart: Nutrition on a Budget @ 10:00 am. In January and February join us for four sessions on healthy eating, shopping smart, and menu planning. Everyone wants

to know the secret to eating healthy on a budget and in this second session come get tips and resources to help you start saving money on your next trip to the grocery store. Do you struggle with ideas for healthy meals on a budget? We'll also explore simple options that will help you get creative and stay within budget. This program is geared for adults but teens are welcome. Registration requested but walk-ins welcome if space allows. Presented by Danielle Day from the Iowa State University Extension and Outreach. Snow date is Sunday, March 11 at 2:00 pm.

Tuesday, January 30: Teen Break-In Box! From 5:00-7:00 pm. Are you a fan of puzzles? Like working with a group to figure out passcodes and the locations of keys? The library will be hosting a Break-in box, where participants need to figure out how to remove a series of locks from a box to get to the prize inside! Interested participants need to sign up for a 5:00, 5:45 or 6:30 session. Each session is limited to 5 people. Ages 13-18 only. Snacks will be provided. This program is sponsored by TACKL.

Thursday, February 1: Build-A-Basket Fundraiser begins. Join us for the 6th Annual Build-A-Basket Fundraiser and help support your library! Pick something you love like candles, cooking, cats or coloring and create a basket of items around that theme. Or pick a favorite book and build a basket around that book. Create your basket and donate it to the library by March 4. The baskets will then be auctioned off in a silent auction that runs March 5 - 25. The library will provide you an empty basket if you need one!

February 1- February 28: Color Me Happy @ Your Library. Stop in the library anytime during the month of February to participate in this fun and relaxing program for all ages. The library will provide coloring pages, colored pencils and markers and you provide your talent! Materials will be available to pick up at the front desk and you can take them anywhere in the library and to have fun with coloring. When you are finished, bring them back to the desk. Completed pages will be displayed in the library. All participants will have their name entered into a drawing to win a JKPL Family Coloring Book, which is also available for \$10.00. (DATES TO BE CONFIRMED)

Friday, February 2: Internet Safety Class @ 3:00 pm. As part of national Safer Internet Day, the library will be hosting a class on basic methods you can use to protect yourself on the internet. This session will cover information on basic programs, what to avoid, and potential fixes for problems. Refreshments provided.

Saturday, February 3: Bear Creek Carving Club Open House and Demo from 10:00 am to 2:00 pm. Members of the Bear Creek Woodcarving Club will be at the library to demonstrate carving techniques and display their carvings. Questions are welcome. Everyone is invited to stop in during this open house and view the carvers and their works. Contact: Roger Westemeyer 875-7543.

Sunday, February 4: Orphan Trains @ 2:00 pm. James Kennedy Public Library has received funding from Humanities Iowa, a private, non-profit state affiliate of the National Endowment for the Humanities, to host this presentation by historian Rudy Daniels. Orphan Trains were a unique American phenomenon. This Humanities Iowa program explains why and how the movement started and the various agencies that sponsored the children. Rudy will discuss the various train routes and different cars they occupied. Refreshments provided.

Tuesdays, February 6, 13, 20 and 27: Crazy 8s Math Club: K-2nd Grade @ 4:00 pm. Join the James Kennedy Public Library and Bedtime Math for Crazy 8s Math Club, where you will build stuff, run and jump, make music and make a mess! It is a totally new kind of recreational math club that is not homework, homework help, tutoring or TAG. This session is for K-2nd graders and will meet at 4:00 pm every Tuesday for 8 weeks from February 6- March 27. Each meeting will last 1 hour. Registration is required and is for the entire 8 week session. Registration is limited to 16 participants. Themes TBA.

Wednesdays, February 7, 14, 21 & 28: Crazy 8s Math Club: 3rd-5th Grade @ 4:00 pm. Join the James Kennedy Public Library and Bedtime Math for Crazy 8s Math Club, where you will build stuff, run and jump, make music and make a mess! It is a totally new kind of recreational math club that is not homework, homework help, tutoring or TAG. This session is for 3rd-5th graders and will meet at 4:00 pm every Wednesday for 8 weeks from February 7 - March 28. Each meeting will last 1 hour. Registration is required and is for the entire 8 week session. Registration is limited to 16 participants. Themes TBA.

Wednesdays, February 7, 14, 21 & 28: Story Time @ 9:30 am & 6:30 pm. Parents and caregivers are encouraged to sign up and bring their preschoolers to the Spring 2017 sessions of Preschool Story Time and Wee Read. 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 and Fridays at 9:30 am. Programs will run February 7 through April 25. Registration is required as space is limited.

Wednesdays, February 7, 14, 21 & 28: Wee Read @ 10:30 am. Parents and caregivers are encouraged to sign up and bring their preschoolers to the Spring 2017 sessions of Preschool Story Time and Wee Read. Wee Read is for children under 3 and their caregiver and is offered on Wednesdays and Fridays at 10:30 am. Programs will run February 7 through April 25. Registration is required as space is limited.

Saturday, February 10: How to Read the New Nutrition Labels @ 2:00 pm. In January and February join us for four sessions on healthy eating, shopping smart, and menu planning. Ever wonder what that nutrition label on your favorite products really means? Or how to avoid getting sucked into spending too much time at the grocery store? For this third session come learn how to read the new FDA food nutrition labels that went into effect this year while we take a tour at Fareway in Dyersville and learn some tricks to make healthy shopping easier and how to make the most of your shopping trip and your dollar. Attendees should meet just inside the doors to Fareway. Registration is required as there is a maximum number of participants. Walk-ins welcome if space allows. This program is geared for adults but teens are welcome. Presented by Danielle Day from the Iowa State University Extension and Outreach. Registration limited to 30 per Fareway. THIS EVENT IS AT FAREWAY

Sunday, February 11: Video Game Afternoon from 1:30-3:30 pm. Come to the library for an afternoon of video games! The library will have the Wii and Xbox set up in the Hoffman Room for everyone to come and get their game on! All ages welcome. Refreshments and snacks provided.

Sunday, February 18: Making Your Library into a Miniature Golf Course from 2:00 to 4:00 pm. Everyone is invited to come to the library to help turn the library into a miniature golf course. Participants may work individually or in teams to create one hole. Challenge your creativity to turn plastic cups, blocks, boxes, books, stuffed animals, and more into obstacles for this fun event. Bring your own supplies or use what the library has available. Participants will design their hole from 2:00 to 4:00 pm and set it up in the library by 5:00 pm, just in time for the miniature golf event. Golfers will vote on

their favorite hole with the winning design(s) receiving a prize! Registration is requested but not required; only 9 holes will be constructed. All ages welcome but those under age 10 must be accompanied by an adult. Refreshments provided.

Sunday, February 18: Miniature Golf@ Your Library from 5:00 to 8:00 pm. Come to the library for this special after-hours program event for all ages. For one night only, we'll turn the library into a mini-golf course! Come in and tee off between the stacks and navigate our book obstacles. Course will be designed by local volunteers and golfers will vote for their favorite hole. All ages welcome but those under age 6 must be accompanied by an adult. Join us for fun, refreshments and door prizes!

Saturday, February 24: Mystery Dinner Theatre, A Dinner To Die For @ 6:30 pm!

Sunday, February 25: Menu Planning @ 2:00 pm. In January and February join us for four sessions on healthy eating, shopping smart, and menu planning. With everyone pulled in several directions nowadays, we often look for easy grab-and-go meal options that might not be providing the best nutritional value for our buck. For this final session, we'll explore ways to make the most of menu planning, shopping, and meal prepping to take the hassle out of weeknight cooking and make eating a healthy home-cooked meal with your family enjoyable and have well-balanced lunches and snacks for the week. This program is geared for adults but teens are welcome. Registration requested but walk-in welcome if space allows. Presented by Danielle Day from the Iowa State University Extension and Outreach. Snow date is Sunday, March 11 at 2:00 pm.

Monday, February 26: Digital Learning Day Q & A from 5:00-7:00 pm. To celebrate Digital Learning Day, the James Kennedy Public Library is hosting a Question and Answer session to help patrons learn about the constantly changing world of technology. Bring any technology related question and we will answer it to the best of our ability! Part of the session will be a demo on how to perform basic research on your home computer.

Friday, March 2: Read Across America. Early out day; Movie, craft and visit from Cat in the Hat. Details TBD

Teen Tech Week is March 4 to 10, 2018

Monday, March 5: Build-A-Basket Fundraiser Silent Auction Begins. Join us for the 6th 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 XXX. Photos and descriptions of the baskets are posted on the library website at www.dyersville.lib.ia.us. so be sure to check there or stop in the library to see all of the different possibilities. The silent auction starts March 5 and ends promptly at 3:00 pm on Sunday, March 25. All proceeds will be used to support library services and collections.

Sundays, March 11 & 18: Beginning Wood Carving Class @ 1:00 pm. Members of the local Bear Creek Carving Club are offering a two-part beginning woodcarving class at the library. The fee is \$35.00 per person and includes all equipment and materials. Participants may keep equipment for their personal use! No experience is needed; however students must be at least 12 years old. One parent or adult must be present in the class for anyone under the age of 16. A signed liability waiver is required of all participants. Registration is required as space is limited. Contact: Roger Westemeyer 875-7543

Saturday, March 25: *The Devil Has My Consent - The Salem Witch Trials @ 11:00 am.* In 1692 more than 200 people were accused of witchcraft in Salem, Massachusetts and 20 were executed. What happened to create such hysteria? Discover the real story behind the Salem Witch Trials with historian Kathy Wilson. This program is geared for adults and older teens. Content will not be appropriate for young teens and children.

Sunday, March 25: *Build-A-Basket Fundraiser Closing Reception from 2:00-4:00 pm.*

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

April is National Financial Literacy Month. Events and activities to be finalized.

Sunday, April 1: *Library closed for Easter*

Monday, April 2: *Yard Sign Fundraiser begins!* To celebrate National Library Week, April 8-14, 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!

Celebrate National Library Week. The theme for National Library Week, April 8-14, 2018 is "Libraries Lead."

Friday, April 20: *Wine and Beer Tasting Fundraiser at Brew & Brew from 5:00 to 8:00 pm.* The National Library Week Wine and Beer Tasting Fundraiser supporting the James Kennedy Public Library is back! Door prizes and a 50/50 raffle are also part of this fun event!

Money Smart Week 2018 is April 21-28. Created by the Federal Reserve Bank of Chicago in 2002, Money Smart Week® is a public awareness campaign designed to help consumers better manage their personal finances. Join us this week as we partner with local organizations to offer you a variety of opportunities to become more "money smart".

Monday, April 23 through Sunday, April 29: *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 23 through April 29. Stop in anytime to enjoy the artworks created by the students. Everyone welcome. There will be a special reception on Wednesday, April 26 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.

Tuesday, May 1: *Family Adventure Fundraiser begins!* The JKPL is again holding a spring fundraiser - a Family Raffle - but have changed it up just a bit. Buy a ticket for \$5.00 or 5 tickets for \$20.00 for your chance to win a fun family adventure. Participants will pick which of several different activities they would like their raffle ticket(s) to go toward. Each destination will include two JKPL coloring books to

help make the drive go faster. Contact the library for more details on what you can win. Tickets are available to purchase from the library and will also be sold at the June Down Town Friday Night.

Saturday, May 12: Plant Sale Fundraiser @ Your Library from 8:00 to 10:00 am. Spring is here and many of us are thinking about changing or improving our yards, lawns, or gardens. Are you looking to add some new plants? Or do you have some things that need to be thinned out? This JKPL spring fundraiser might be the solution to both of these problems! Join us in the city parking lot next to the library on Saturday, May 12 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 11 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.

Sunday, May 13: Library closed for Mother's Day

Sunday, May 27 & Monday, May 28: Library closed for Memorial Day

Lunch at the Library: All weekdays the library is open and school is not in session. Details to be confirmed with WD.

June 1, 2018: Adult Summer Library Program begins.

June 6, 2018: Story Time and Wee Read Begin

Monday, June 4: Children and Teen Summer Reading Programs begin.

Tuesday, July 3: Library closing at 5:00 pm on Tuesday and will be closed all day on Wednesday, July 4 for Independence Day holiday

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Notes from Meeting of the Friends of the Library – October 30, 2017

Notes are provided by Carol Ruden as Shirley was unable to attend the meeting.

Bus Trip to Circa 21 Theatre and Casino:

- Profit of \$1557.50. This is down \$49.50 from previous years because the cost for tickets and transportation went up but the Friends kept the price at \$87.00
- Fareway donated 114 bottles of water and 10 lbs of ice; Payless donated 4 lbs of Brach's candy
- There are some issues with people calling to reserve a seat but not paying quickly so the Board discussed various ways to handle this in the future. No decisions were made but the process will likely be changed for the 2018 trip.
- 2018 trip will be on Wednesday, September 5 to *Mama Mia*.

Book sales:

- January sale set for January 26 – 29 with the same hours as last year.
- Will likely hold a special sale for teachers only as did in 2017.

2018 Membership Mailing:

- The gathering for the 2018 Membership mailing will be on Wednesday, January 3 at 9:00 am.

DRA Grant:

- A photo of the Friends Board with two representatives from the DRA was taken and Shirley V. will submit to the newspaper.

Next official meeting will be scheduled at the Membership Mailing gathering.

Notes from the November 6, 2017 Fundraising Committee Meeting

Meeting was called to order at 5:50 pm. In attendance were members Lynn Osterhaus, Mary Jane Meade, Brenda Ingles, and Shirley Vonderhaar and Jolene Pitzenberger-Timp, chairperson.

Wreath-it-up Event: The silent auction began October 16 and runs until November 12, 2017. 23 wreaths were submitted as of 11/6/17. Voting for the wreaths was held with the categories of Most Creative, Best Holiday Themed, and Best Overall and ribbons have been attached to the winning wreaths. The Silent Auction bidding ends with an reception on Sunday, November 12 from 2 to 4 pm and bidding ending promptly at 3:00 pm. Shirley, Brenda, and Mary Jane will work from 2:30 to 3:30 to manage final bidding and sales.

Fall / Winter Quilt Raffle: This event is an annual partnership with the Dyersville Layette Group. Mary Jo Budan will bring in the quilts on 11/13 and the raffle will run from will run November 13 to December 17. Raffle tickets will again be 1 for \$2, 3 for \$5.00 and 10 for \$10.00.

Christmas Cookie Walk: This annual event is scheduled for Saturday, December 2, 2017 from 10 am to 1 pm. Library staff and volunteers will call Friends, volunteers, and past donors starting November 7 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 items. Goal is to have 200 dozen to sell and to give as gifts to area businesses who support the library.

Workers will be needed from 9:00 am to mid-afternoon; ending time is dependent on when all the clean-up is finished. Shirley and Lynn will be there all day; others are welcome to come for a shift or whatever time schedule works for them. This is a fun, social event and takes place at the same time as the visit from Santa and Mrs. Claus. The following shifts are planned:

- Cut samples and plate before & during event 9 to 2 (Shirley)
- Set up and prep 9 to 10 am – 1 to 2 people (Lynn)
- Fill plates during event 10 to 1, could be shifts – 2 people
- Take money during the event 10 to 1, could be shifts – 1 person
- Bag & bow during the event 10 to 1, could be shifts – 1 person
- Bagging leftovers for additional sales & gifts, 1 to 3 pm – the more the merrier
- General clean up, 1 to 3 pm – the more the merrier

The supplies needed for this event are decorative plates, basket bags, bows, and plastic gloves for those plating the cookies. We had some plates left from 2016 and Shirley picked up more when she was at Sam's Club because they were on sale. Shirley ordered more clear and snowflake design basket bags from Oriental Trading to make sure we had plenty. Lynn took home the totes of bows and ribbon to make more bows so should have enough of those as well. Shirley will double check on the gloves to make sure there are enough left in the box to meet our need.

The committee discussed the price for the cookies and decided to make a change for this year. The price has been the same since we started this event and Lynn noted that the cookie walk at the Hospital charged a higher amount. In the past we have charged \$5.00 per plate / dozen. For 2017 we are going to charge \$6.00 per plate / dozen or \$10 for 2 dozen.

The committee also talked about whether we should plate the cookies ahead of time and sell the filled plates, instead of having the people select. The committee decided they would do a combination. They will have some ready to go plates for people to just pick up when they stop in and will also continue to

fill plates as requested by those coming in to purchase. The committee also agreed to limit the number of decorated / frosted cookies allowed per plate as we did last year.

As in the past, leftover cookies will be given as Thank You gifts to local businesses that support the library by making donations, presenting programs, putting up posters, etc. This list will be prepared by JKPL librarians with the cookies being distributed by Jo (in her reindeer attire) on the Monday after the event.

Soup Supper: This annual event 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. At the November Board meeting, the committee would like the Board to decide which they would prefer to bring so that we can plan accordingly. Staff will also be invited to donate if they wish. Ideally would have tubs of each kind. Soup should be brought to the library thawed by noon on the 18th or can be brought in bring earlier and the library can store in library refrigerator or freezer depending on when brought in. Workers for the evening will be scheduled at the next fundraising committee meeting. Most of the supplies needed for this event are donated but the committee felt is best to wait to request these donations until early January. The price will remain at \$5.00 a bowl, \$1.00 for refill, with carryouts available for \$5.00 each. Left over soup will be sold in bulk at the end of the evening or saved for a staff or board training event.

Love My Library: The event starts night of Soup Supper and runs until February 28. It will be handled as we have in the past with staff putting together a wish list of items. This list will include popular items from previous years (like the Halloween Party, etc.) but will also have a focus of items needed for the new active learning space and programming. Values will start at \$5.00 and go up and will be rounded up to the nearest dollar.

Letters will be sent to Chamber list from 2017 and past donors. This is a bulk mailing so minimum of 200 letters will be sent. Letter will include information about LML, Build-a-Basket, & Mystery Dinner.

In past years, publicity for this event included an insert in the Chamber newsletter? This is \$45.00 for a two-sided insert. The committee wondered if this was the best use of these funds and would like the marketing committee's opinion on this.

Mystery Dinner: This event is Scheduled for Saturday, February 24 at the Dyersville Golf and Country Club. J & D will cater. The committee will decide on a menu at their next meeting but decided it would be similar to previous years rather than being food that was popular during the 1960s. 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 and tickets are now available to purchase. Shirley reported that she had already sold a table and two individual tickets.

Steve designed a lovely poster for this event and they were distributed on Friday, November 3. It has also been included in the library calendar of events and posted as an event on Facebook. As in the past we will take two tickets to KDST to be given away separately and will try to schedule an interview with the performers. We will also look at other ways of marketing, including social media but want to wait until January to decide. New this year we will be sending a letter to those that purchased a table in the past inviting them to join us again. That letter should go out in late November or early December .

Shirley will check with O So Good Winery to see if they would be willing to donate wine for the first 30 tickets sold. If not, the committee or board will be asked to consider donating.

Build-a-Basket: Per previous discussion, this event will regularly start on February 1 for people to start building their baskets. The silent auction will run the month of March and end on Sunday, March 25, 2018.

Car Clings: Shirley noted that as she was reviewing committee notes that she had neglected to follow up on Car Clings as a possible fundraiser. This was originally discussed in the fall of 2017. The committee would like to consider this further so Shirley was directed to get pricing for car stickers from Robin Maiers. The committee would like to use the Love My Library design that Steve made for the yard signs. Depending on the cost they thought this would be a nice “thank you” for people who donate to the library and then also could be offered for sale.

Marketing Committee Recommendation: The marketing committee has suggested that the fundraising committee start boosting and / or placing ads for library fundraisers on social media. The Committee indicated they are willing to do this and would like recommendations on what should be publicized, where, and how much would be a reasonable budget. They also discussed that the target audience should come into play when doing this as FaceBook is not used by the younger generation.

Ideas for other fundraising activities: Each committee member was asked to come with 3 or 4 ideas to consider for future fundraising events or activities. These ideas were shared and will be discussed at future meetings:

- Trivia Night: Are you smarter than a librarian?
- Save the change / penny drive / change collection
 - Do for a month with a specific goal
- Pop can drive
- Book fair
- Birthday book: donate a book in child’s name, certificate to give as a gift (similar to Adopt-a-book but more focused)
- Hosting a birthday or other party: Charge a fee to provide space, reading activity as entertainment, refreshments
- Pizza Hut / Dairy Queen Night / Love Your Library Night – receive a percentage of the profits
- Scrabble, Euchre, or other tournament event
- Coffee station with special kinds of coffee (example of Jumping Monkey)
 - There are companies that sell to nonprofits only, Mary Sogaard’s daughter has a start-up company which might be a good place to start
 - Will need to be sure to provide cups with lids and include that in cost
- Scratch cupcakes has a fundraising arm; maybe we can work with Brew & Brew or J & D Mart to do cupcakes sales or a Cupcakes War kind of event
- Donut sales (similar to cupcake idea)
- Redbox vending for movies
- Vending machine on street on in library entry for soda, water, snacks
 - Companies will do (small or no profit)
 - Could purchase and stock internally (Sam’s Club sells)
 - Storage of items to stock might be an issue
 - Staff or volunteers to keep stocked

- Swann's / Truck Sale fundraisers – get a % of the profit
- Read and Feed / Read-a-thon events
- Ink cartridge / Cell phone recycling
- Halloween Haunted House (partner with TACKL?)
- Holiday gift wrapping station
- Pie tasting / sales event
- Parent's Night Out (offer programming for children / child care while parent's attend a separate / special event either at the library or elsewhere)

Schedule Next meeting: The committee did not set a date for the next meeting as most will be gathering at the Cookie Walk and people are very busy doing December. Items that need to be discussed further during November and December will be addressed via email and a face to face meeting will be scheduled for some time before the January 9, 2018 Board meeting.

Marketing Committee Meeting Agenda: November 1, 2017 @ 5:30 pm

10

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

1. Annual report

Shirley asked the committee for guidance on how to format the upcoming annual report. Based on the conversation at the October board meeting, the committee suggested she go with an infographic style. Shirley recruited Steve to help her create it.

2. Social media posts

The committee was asked if we could suggest guidelines for how soon the library should post an event on our social media outlets. The committee determined that all fundraisers and special events should have an event created 30-45 days before the event. That event should then be updated at 15 days before the event and 3 days before the event. Our regular recurring events can be posted 2-3 weeks before the event and again 2-3 days before the event. We realize that some events will need to be handled differently (i.e. murder mystery dinner which has tickets on sale now) and those can be addressed as needed.

3. Social media ads

The committee was asked if we could recommend a budget to spend on Facebook ads this fiscal year and provide some guidelines on when we should create an ad. Since we did not budget for this item for FY18 we will need to either take the funds out of other line items or take the money from the Trust account (per the board's approval). We also need to consider a budget for FY19, which Shirley will begin working on shortly. Any ads we place should start about 7 days prior to the event and run for 3 days.

We discussed the need for fundraisers to have an ad (which would come out of the fundraising profits) and also to use ads when we have events where we pay for speakers or feel that it is a special event that deserves more attention. After much discussion we did not really have an answer as to the amount of the budget because this is such an unknown. Pat volunteered to donate \$30 to create a Facebook ad for the November 11 showing of the documentary, *Almost Sunrise*, and then re-evaluate once we see the results of that ad.

4. Sandwich boards

The committee took a field trip outside to talk about where we normally locate the sandwich boards when we use them (which isn't often – hence the discussion). Pat suggested we locate the sandwich board next to the pillar by the curb at the end of the block. Dawn emailed Tricia Maiers to verify this complies with city policy/wishes. The committee feels we need to make more of an effort to utilize the sandwich boards to advertise our events and to use the board for as many events as we can use it for. When we do use them, we typically use the poster side of the board that is covered in plexiglass. Dawn makes the poster for this side. The opposite side is a chalkboard that we could use as well and should consider using more often.

If the weather is bad we can use the sandwich board inside the entry to the library to advertise events.

5. Posters

Currently, the library takes 14 posters into the community to hang up on the bulletin boards of various Dyersville businesses. The staff member who does this has long complained about the boards and their general disorder, lack of space, and the fact no one seems to ever clean them off. Shirley and Dawn have also been reading how posters are no longer the most effective way to promote an event. The question to the committee was if the library should consider handling posters for events differently. What was decided was that from January-March the library will only make posters for fundraisers and events where a speaker has been paid to present. Those posters will go up to the area businesses. However, posters inside the library and all other forms of marketing events will continue as they currently are handled. After three months the committee will re-evaluate if attendance at events decreases overall and if the lack of posters in the community seems to be hindering program attendance.

6. Quarterly newsletter

Dawn brought a template of the new quarterly newsletter to the committee to review. The quarterly newsletter will be a smaller size than the monthly newsletter and will also include one page of services/information that will change each quarter in order to highlight different services. Shirley feels it is important that the quarterly newsletter include information about services and not just be a list of upcoming events.

Dawn reached out to Heritage Printing to get a quote for them to format the newsletter, print it, collate it, and staple it versus the cost for us to do it in-house. Heritage would charge about \$124 for 250 newsletters. Dawn calculated that if we do it in-house it would cost about \$133 but 70% of that is Dawn's time spent working on the calendar. The committee feels it is better to have Heritage do the work for us. The first newsletter will be out by Thanksgiving and it highlights our winter events from December-February.

7. Rulers update

Dawn had asked Idea Stage to send a sample of the bookmark/ruler the committee is interested in. The company sent about five samples but none were the one requested. Another request has been made so the committee can see the actual bookmark we are interested in. Dawn got a quote for printing and the cost is \$179 for 250 rulers (\$.72 per ruler) imprinted with our logo and information in full color. Steve is going to work on the artwork while we wait for the sample to arrive.

12-A



320 1st Ave E
Dyersville, Iowa 52040

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

October 25, 2017

To the Board,

As per the Library policy, you have the right to automatically waive the regulation against alcoholic beverages for library sponsored events. Our Lifelong Learning Creativity Group is planning to hold a canvas painting evening on Monday, January 8, 2018, and would like to have wine and music with our painting. You can contact me at the library at 563-875-8912, or via e-mail at mpotterkenyon@dyersville.lib.ia.us if this is something you prefer we not do.


Thank you.

Sincerely,

Mary Potter Kenyon

Matthias M. Hoffman Community Meeting Room Policy

1. The James Kennedy Public Library has one meeting room, which can be divided into two smaller rooms to increase usage. Occupancy is as follows:
 - a. Entire room - 107 people auditorium style or 50 people conference style
 - b. Room A - 38 people auditorium style or 18 people conference style.
 - c. Room B - 49 people auditorium style or 32 people conference style
2. Organizations and individuals may use the meeting room to promote cultural, educational, civic and public informational meetings and activities.
3. Library programs take precedence over those programs of any other group.
4. This policy applies to all persons/groups using the community rooms.
5. All meetings held at the library must be free of charge. Groups and individuals may not sell merchandise, fundraise, solicit for later sales contacts or placement of orders, or charge admission fees. If groups offer materials in connection with study groups, conferences and similar events, they may accept donations to cover the cost of materials. *Exception: Events sponsored by the James Kennedy Public Library, the City of Dyersville, Friends of the James Kennedy Public Library, educational organizations charging a fee that covers materials and instruction involved in a purely educational endeavor, and local, county, or state library group meetings are exempt from the above restrictions.*
6. The Community Rooms may be reserved during times that the Library is open. Gatherings may begin before or continue after the Library is closed, however the majority of the meeting should take place during hours the Library is open. If the room is to be used during hours the library is not open, the key must be picked up during library hours and / or returned via the bookdrop immediately following the use of the room. Special arrangements may be made for organizations to use the space during nonlibrary hours if a library staff member is a part of the organization and / or is willing to serve as the responsible party. In this case, the organization requesting use of the space may be asked to reimburse the library for the cost of staff wages.
7. Reservations will be made on a first come, first served basis. In fairness to the numerous groups in the community who may wish to use this facility, the Library will not accept more than two reservations from an organization at one time. Exceptions to this rule may be made on a case by case basis by the JKPL Art, Furnishings and Facility Committee. Exceptions will be considered where there is a significant need for advance planning by the organization wanting to make more than two reservations, AND there is a benefit to the Dyersville area community by allowing this exception.
8. Reservations may be taken over the telephone but a Meeting Room Reservation form must be signed at the Library within 3 days in order to confirm the reservation. If a reservation form is not signed within that time, the room will be considered available for use by another.
9. Should it be necessary to cancel a meeting, notice should be given to the library as soon as possible.
10. Children under age 18 must be supervised at all times.

11. Groups using the Community Rooms are responsible for any damage that may occur during their use. Costs will be billed to the person signing the reservation form.
12. The Community Rooms are available free of charge.
13. Set-up and clean-up must be accomplished within the reserved time period.
14. Use of tobacco products is not permitted in the building.
-  15. Use of alcoholic beverages is not permitted in the building. The Library Board reserves the right to automatically waive this regulation for library sponsored events.
16. Groups may have access to the kitchenette facilities. Groups using the kitchenette must furnish their own supplies such as eating utensils, coffee, sugar, towels, etc.
17. Meals or light refreshments may be served in the meeting rooms, however, preparation of the food may not be done at the library.
18. Library supplies may not be used by groups using the room.
19. The responsibility for proper care of the facilities lies with the person signing for the reservation. Furniture should be left in the arrangement in which it was found. Broken or damaged materials must be replaced to the satisfaction of the Library. Should damage fees be assessed, they must be paid before using the Community Room again.
20. The following items of equipment may be available for use in the Community Rooms:

portable microphone	marker board	podium
TV/VCR/DVD	projection screen	microwave
coffee pot	laptop	popcorn popper

 Arrangements for their use should be made at the time the reservation is made.
21. Persons interested in using the multimedia equipment available in this room should refer to the Multimedia Equipment Use Policy.
22. The Library's policy on **Conduct in the Library** also applies to use of the meeting room.
23. Anyone violating these provisions may be asked to leave and/or be denied future use of the facilities.

The Library is not responsible for theft or damage of equipment or material supplied by users.

Permission to use a meeting room does not imply Library endorsement of the aims, policies, or activities of any group or organization.