



320 1st Ave E
Dyersville, Iowa 52040

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

Regular Library Board Meeting

October 11, 2016

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
 - Approve Minutes of Previous Meetings: September 13, 2016 Regular meeting
 - Correspondence & Communication
 - Approve September Librarian's Report
 - Approve Bills:
 - September Claims Report
 - Library Claims for October
 - September & October Credit Card Claims
 - Budget Reports
 - September City Report
 - September Library Report
 - Trust Account Reports
 - September Bank Statement
 - September Balance Report
 - Trust Account Expenditure Report
 - September Donations Form
 - 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
 - Statistics by Contract / Service Area
 - Grant Report
 - Friends of the Library Report

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

Director: Shirley Vonderhaar

Accredited by the State of Iowa, June 2008

4. Appointment of Committee to Evaluate Library Director
5. FY16 JKPL Annual Report
6. Personnel Committee Report
 - Notes from September 20, 2016 meeting
 - Consider Approval of revised JKPL Employee Rates and Ranges
7. Finance Committee Report
 - Notes from September 26, 2016 meeting
 - Consider Approval of revised fees for earbuds and playaway lids and cases
8. Fundraising Committee Report
 - Notes from October 5, 2016 meeting
 - Proposed schedule of events and activities for FY17
9. Furnishings, Art & Facilities Committee Report
10. Marketing Committee Report
 - Notes from September email meeting
11. Policy Committee Report
12. Strategic Planning Report
13. Meetings and Training
 - Board training
 - Upcoming
 - Recently Attended
14. Oral Presentations
15. Adjournment

Date of next regular meeting: Tuesday, November 8, 2016 at 5:30 pm

Hello All:

Here is the information packet for the meeting scheduled for Tuesday, October 11, 2016 at 5:30 pm. Hope to see you all then!

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Approve Minutes of Previous Meetings: September 13, 2016 Regular meeting - **A**
 - Correspondence & Communication - **None**
 - Approve September Librarian's Report - **B**
 - Approve Bills:
 - September Claims Report - **C**
 - Library Claims for October – **D (separate document)**
 - September & October Credit Card Claims - **E**
 - Budget Reports
 - September City Report - **F**
 - September Library Report - **G**
 - Trust Account Reports
 - September Bank Statement – **H1& H2**
 - September Balance Report - **I**
 - Trust Account Expenditure Report - **J**
 - September Donations Form - **K**
 - Program Reports
 - September Report on Programs and Attendance - **L**
 - October Calendar of events – **M (separate document)**
 - Schedule for upcoming programs - **N**
 - Adult Summer Reading Program report – **O (will bring to the meeting on Tuesday)**
 - Contract Use Reports
 - Statistics by Residence Area - **P**
 - Statistics by Contract / Service Area - **Q**
 - Grant Report – **Laura received a scholarship to attend ILA.**
 - Friends of the Library Report – **Next meeting is November 1 so nothing to report at this time.**
4. Appointment of Committee to Evaluate Library Director
5. FY16 JKPL Annual Report – **I will bring a draft to the meeting for discussion.**
6. Personnel Committee Report
 - Notes from September 20, 2016 meeting – **6A**

- Consider Approval of revised JKPL Employee Rates and Ranges – **6B**
This revision changes the Assistant Director position from a salaried exempt position to an hourly position. This would be effective 12/1/16.
7. Finance Committee Report
 - Notes from September 26, 2016 meeting
 - Consider Approval of revised fees for earbuds and playaway lids and cases (**Recommendation is include in notes from the meeting**)
 8. Fundraising Committee Report
 - Notes from October 5, 2016 meeting - **8A**
 - Proposed schedule of events and activities for FY17 – **8B**
 9. Furnishings, Art & Facilities Committee Report
 - Update on projects – **Will bring or report verbally at meeting**
 10. Marketing Committee Report
 - Notes from September email meeting
 11. Policy Committee Report
 12. Strategic Planning Report
 13. Meetings and Training
 - Board training – **Skipping for this meeting due to length of agenda. Revised State Standards require Board Training so keeping this as a regular agenda item will help us meet this standard.**
 - Upcoming – **Kim, Paul and Laura at ILA this week, Shirley to ARSL end of the month.**
 - Recently Attended – **Shirley, Laura, and Paul attended the Town meetings, Angela and Shirley attended the Public Libraries of Dubuque County Agency meeting.**
 14. Oral Presentations
 15. Adjournment
- Date of next regular meeting: Tuesday, November 8, 2016 at 5:30 pm
NOTE: This is Election Day. Is that an issue for anyone?

A

**James Kennedy Public Library
Board of Trustees
Minutes of the September 13, 2016 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, September 13, 2016, in the program room. Present: Board Members, Lynn Osterhaus, Steve Werner, Mary Jane Meade, Pat Valant, Mike Mullis, Joe Petsche, Barb Heitzman, Jolene Pitzenberger-Timp and Angela English, Library Director Shirley Vonderhaar, and Assistant Director Dawn Schrandt.

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, English, Werner, Valant, Mullis, Petsche, Meade, Heitzman and Pitzenberger-Timp. Nays: None

3. Agenda Consent Calendar

- Correspondence & Communication - The board received a letter from Miriam Eick explaining the completion of a project updating library cards.
- Minutes of Previous Meetings: July 12, 2016, August 9, 2016 special and regular meetings
- August Librarian's Report
- Bills:
 - August Claims Report
 - Library Claims for September
 - August and September Credit Card Claims
- Budget Reports
 - August City Report
 - August Library Report
- Trust Account Reports
 - August Bank Statements
 - August Balance Report
 - Trust Account Expenditure Report
 - August Donations Form
 - Dyersville Area Community Foundation - \$750.00 (Launchpad Grant)
 - Friends of the James Kennedy Public Library - \$200.00 (SRP)
 - Friends of the James Kennedy Public Library - \$50.00 (culled books)
 - Miriam and Robert Eick & Diana Schmitt - \$50.00 (Large Print)
 - TACKL - \$40.50 (DTFN)
- Program Reports: Summer Reading Program participation up
- Grant Report: Received grant payment from Dyersville Area Community Foundation for Launchpads
- Friends of the Library Report: The Friends have a current membership of 180 members and 51 volunteers. The bus trip on October 5 is sold out. Next meeting is November 1 to start work on membership drive.

Jolene MOVED "approval of the agenda consent items" which was seconded by Steve and CARRIED. Ayes: Werner, English, Valant, Pitzenberger-Timp, Heitzman, Osterhaus, Petsche, Mullis and Meade. Nays: None

4. Committee Appointments: The FY2017 committee appointments were shared.

5. Schedule for attendance of City Council Meetings: Schedule distributed and members reminded to switch if unable to attend assigned meeting.

6. Holiday Hours for FY217: Pat MOVED “The Library Holiday Schedule for FY17 proposed by Shirley be approved, with the library being closed on 12/26/16 and 1/2/17 and open on 12/23/16” which motion was seconded by Joe and CARRIED. Ayes: Werner, English, Valant, Pitzenberger-Timp, Heitzman, Osterhaus, Petsche, Mullis and Meade. Nays: None
7. Executive Committee Report: No report.
8. Finance Committee Report: No report.
9. Fundraising Committee Report: Chair-ity auction will be held October 17-November 13.
10. Furnishings, Art & Facilities Report: Reupholstered chairs are now on library floor. Countertops will be replaced with Corian in public areas and laminate in work areas. Circulation desk woodwork complete and seeking quote on refinishing desks and stands. TOMY has donated a train table to be placed in children’s area once space is determined.
11. Marketing Committee: JKPL will donate a basket for silent auction at ILA Conference. JKPL will not participate in Beckman Homecoming Parade.
12. Personnel Committee Report: Laura Sauser started September 1.
13. Policy Committee Report: MOTION from the committee “to approve the revised section 3 of the Addendum to the City of Dyersville Employee Policy Handbook, Section 10: Holidays to reflect past practice of the library board annually reviewing holiday schedule and deciding closing dates and hours” which doesn’t require a second and CARRIED. Ayes: Osterhaus, English, Werner, Valant, Mullis, Petsche, Heitzman, Pitzenberger-Timp and Meade. Nays: None.
14. Strategic Planning Report: Limestone Bluff Regional Cultural Council has formed to promote art, culture and history in rural areas and has invited the library to participate. This fits with our strategic plan so Dawn will investigate further and the JKPL likely will participate.
15. Meetings and Training:
 - Board viewed and discussed a training video on Iowa Open Meeting law
 - ILA to be held in Dubuque October 12-14. Paul, Laura and Kim will attend.
 - ARSL to be held in Fargo October 26 – 30. Shirley will attend.
 - Public Libraries of Dubuque County 28E Agency meeting 9/29. Angela and Shirley will attend.
16. Oral Presentations: Lisa’s retirement party postponed until October.
17. Barb’s motion to ADJOURN was seconded by Lynn and CARRIED at 6:35 pm.

Mary Jane Meade, Secretary

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT
 Librarian's report to the Board of Trustees for the month September 2016

B

Additions:

Items purchased: 244 Items donated: 31 Year to date: 798
 Items donated previous YTD: 247 Items donated YTD: 211
 Items withdrawn: Books: 304 DVD: 3 SCD: 1 Games: 1 Puzzles: 1
 Year to date: Books: 652 DVD: 17 SCD: 33 Games: 2 Puzzles: 1
 New Library Cards Issued City: 9 Contractual: 11 Total: 20 YTD: 91
 Computer use: 745 hours YTD: 2,489 hours Previous YTD: 1,908 hours
 Meeting Room Use: 165 Library Use: 39 Community Use: 126 YTD: 474 Previous YTD: 443
 Programs Held: 45 Attendance: 700 people Library Visits: 6,607 YTD: 21,774 Prev. YTD: 21,584

Circulation:

Number of Items Loaned	11,929	Year to Date:	38,488
Previous Year Circ.	11,680	Previous YTD:	38,289
Difference (numerical):	249	Difference (numerical):	199
Difference (percentage):	2.13%	Difference (percentage):	0.52%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	42.90	184.05	1,000.00
Computer Printing:	63.25	323.30	1,250.00
Reader/printer:	0.00	0.00	25.00
Fax:	51.00	259.80	1000.00
Computer Use	11.00	50.00	300.00
Holds & Scans	9.00	33.00	25.00
Lost Books and Materials	159.94	405.22	1,000.00
Memberships	40.00	280.00	500.00
Agency Contract fees:	0.00	0.00	5,000.00
Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund	0.00	0.00	15,600.00
Misc: book covers, postage, earbuds	10.00	12.75	300.00
Total:	387.09	1548.12	26,000.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	13.17	53.99
Memorials: Joan English	200.00	230.00
Halbach Books:	20.00	120.00
Adopt a book donations:	16.00	66.00
Friends donation:	13.25	115.75
Other:	0.00	155.00
Other:	0.00	1125.00
Other:	0.00	1009.00
Total:	262.42	2874.74

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	29	90	29	2	36	0	0	15	1	48	19	6	275
2015 Month	20	135	87	3	163	3	0	12	8	33	22	7	493
Curr. YTD	58	276	96	13	126	9	0	42	6	125	39	8	798
Prev. YTD	64	319	153	38	205	15	0	37	12	136	74	47	1100

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	681	2750	450	3868	186	443	2	8380	53	315	29	1769	980	403	11929
2015 month	678	2764	455	3106	153	358	28	7542	76	367	31	1954	1278	432	11680
Difference	3	-14	-5	762	33	85	-26	838	-23	-52	-2	-185	-298	-29	249
Current YTD	2207	8431	1894	11804	614	1134	28	26112	206	1001	170	5939	3480	1580	38488
Prev. YTD	2515	9082	2123	9646	404	1068	37	24875	236	1182	108	6335	4028	1525	38289
Difference	-308	-651	-229	2158	210	66	-9	1237	-30	-181	62	-396	-548	55	199
Diff. %	-12.2%	-7.2%	-10.8%	22.4%	52.0%	6.2%	-24%	5.0%	-12.7%	-15.3%	57.4%	-6.3%	-13.6%	3.6%	0.5%

Freegal (Music Downloads): September: 58 Total FY= 231

Bridges Streaming Video September: 0 FY=2

Mango Language Use: July – September: 91 total sessions

C

**James Kennedy Public Library
September 2016 Claims Report**

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	900.00
Black Hills	Gas / Heat (2 months)	74.58
Alliant Energy	Electricity	1,898.47
Mediacom	Internet & Phone	180.00
Total		\$3,053.05

Miscellaneous Bills

Check issued to:	Purpose	Amount
UPS	Shipping	10.54
Credit Card - USPS	Postage (ILL)	95.79
City Laundry	Floor mats	26.91
ILA	Conference registration	238.00
Mark Hirsch	Speaker stipend	200.00
Credit Card – ARSL	Conference registration	278.85
Dubuque Fire Equip.	Fire Extinguisher Inspection	32.00
Total		\$882.09

September 2016 Budget

September claims approved	9,684.99
Utility and Contractual from Bills above	3,053.05
Miscellaneous Bills from above	882.09
Total wages and benefits	23,455.82
Total September 2016 expenses	\$37,075.95

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

E

Credit Card Claims for September & October 2016

Date	Vendor	Items	Amount
9/23/16	Mediacom	Phone & Internet	182.97
10/5/16	ALA	Workshop fee	60.00
10/6/16	Jet	Halloween program supplies	33.60

CITY OF DYERSVILLE
REVENUE AND EXPENDITURES REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2016

F

1-GENERAL FUND
BRARY

EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
1-5-410-4-60100 SALARIES	207,896.00	20,053.04	55,945.68	151,950.32	26.91
1-5-410-4-61100 FICA	12,890.00	1,221.22	3,402.52	9,487.48	26.40
1-5-410-4-61200 MEDICARE	3,015.00	285.62	795.79	2,219.21	26.39
1-5-410-4-61300 IPERS	18,565.00	1,790.77	4,996.06	13,568.94	26.91
1-5-410-4-61500 GROUP INSURANCE	19,800.00	105.17	3,260.14	16,539.86	16.47
1-5-410-4-61700 SUI	1,964.00	0.00	48.41	1,915.59	2.46
1-5-410-4-62100 DUES	900.00	0.00	150.00	750.00	16.67
1-5-410-4-62300 MEETINGS/TRAINING	2,500.00	516.85	516.85	1,983.15	20.67
1-5-410-4-63710 ELECTRICITY	14,500.00	1,898.47	4,870.60	9,629.40	33.59
1-5-410-4-63711 GAS HEAT	2,200.00	74.58	109.99	2,090.01	5.00
1-5-410-4-63730 TELEPHONE	2,100.00	180.00	352.96	1,747.04	16.81
1-5-410-4-63750 MAINTENANCE	5,000.00	129.50	1,151.43	3,848.57	23.03
1-5-410-4-64080 INSURANCE PREMIUM	5,600.00	0.00	0.00	5,600.00	0.00
1-5-410-4-64110 LEGAL FEES	0.00	0.00	0.00	0.00	0.00
1-5-410-4-64200 ELECTIONS	0.00	0.00	0.00	0.00	0.00
1-5-410-4-64316 CONTRACTS	0.00	88.53	373.14	373.14	0.00
1-5-410-4-64322 CONTRACTED SERVICES	8,200.00	900.00	1,800.00	6,400.00	21.95
1-5-410-4-65060 OFFICE SUPPLIES	18,500.00	3,772.49	5,375.58	13,124.42	29.06
1-5-410-4-67210 FURNITURE/FIXTURES	0.00	0.00	0.00	0.00	0.00
1-5-410-4-67274 CAPITAL IMPROVEMENTS/E	0.00	1,415.00	2,195.40	2,195.40	0.00
1-5-410-4-67701 BOOKS/FILMS/RECORDS/SU	58,000.00	4,644.71	13,439.94	44,560.06	23.17
TOTAL LIBRARY	381,630.00	37,075.95	98,784.49	282,845.51	25.88
TOTAL EXPENDITURES	381,630.00	37,075.95	98,784.49	282,845.51	25.88

G

James Kennedy Public Library FY16 Operating Budget							
	FY17				Received		% Expended
ESTIMATED REVENUES:	Approved	August	September	Oct (est)	to date	Difference	To date
Dubuque County Library Agency	5,000.00	0.00	0.00	0.00	0.00	5,000.00	
Fees from copier, R/P, etc.	5,400.00	387.85	387.09	300.00	1,548.12	3,851.88	
Open Access	13,000.00	0.00	0.00	0.00	0.00	13,000.00	
Access Plus / ILL	800.00	0.00	0.00	0.00	0.00	800.00	
Direct State Aid	1,800.00	0.00	0.00	0.00	0.00	1,800.00	
TOTAL:	26,000.00	387.85	387.09	300.00	1,548.12	24,451.88	
					1,548.12	24,451.88	
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES					Spent to date	Remaining	
Wages	207,896.00	15,867.56	20,053.04	16,000.00	55,945.68	151,950.32	26.9%
FICA	12,890.00	961.78	1,221.22	992.00	3,402.52	9,487.48	26.4%
Medicare	3,015.00	224.92	285.62	232.00	795.79	2,219.21	26.4%
IPERS	18,565.00	1,417.01	1,790.77	1,428.80	4,996.06	13,568.94	26.9%
SUI	1,964.00	0.00	0.00	0.00	48.41	1,915.59	2.5%
Group Insurance	19,800.00	1,565.84	105.17	1,600.00	3,260.14	16,539.86	16.5%
Meetings and training	2,500.00	0.00	516.85	67.35	516.85	1,983.15	20.7%
Dues and memberships	900.00	150.00	0.00	0.00	150.00	750.00	16.7%
TOTAL:	267,530.00	20,187.11	23,972.67	20,320.15	69,115.45	198,414.55	25.8%
					69,115.45	198,414.55	
CONTRACTUAL SERVICES:							
Utilities (telephone)	2,100.00	172.96	180.00	182.97	352.96	1,747.04	16.8%
Electricity	14,500.00	1,803.96	1,898.47	1,200.00	4,870.60	9,629.40	33.6%
Gas / Heat	2,200.00	0.00	74.58	35.00	109.99	2,090.01	5.0%
Insurance (bldg)	5,600.00	0.00	0.00	0.00	0.00	5,600.00	0.0%
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	NA
Custodial services	8,000.00	600.00	900.00	600.00	1,800.00	6,200.00	22.5%
Window cleaning	200.00	0.00	0.00	0.00	0.00	200.00	0.0%
Service / Maintenance Contracts	5,000.00	284.61	88.53	73.54	373.14	4,626.86	7.5%
TOTAL:	37,600.00	2,861.53	3,141.58	2,091.51	7,506.69	30,093.31	20.0%
					7,506.69	30,093.31	
SUPPLIES:							
General library supplies	10,000.00	1,136.48	3,046.83	678.69	4,640.04	5,359.96	46.4%
Program fees & supplies	2,500.00	0.00	227.79	209.08	237.67	2,262.33	9.5%
Marketing & advertising	1,000.00	0.00	497.87	0.00	497.87	502.13	49.8%
Maintenance and Repairs	5,000.00	1,021.93	129.50	2,361.60	1,151.43	3,848.57	23.0%
TOTAL	18,500.00	2,158.41	3,901.99	3,249.37	6,527.01	11,972.99	35.3%
					6,527.01	11,972.99	
BOOKS AND MATERIALS							
Adult fiction	8,400.00	946.27	1,048.71	865.83	1,994.98	6,405.02	23.7%
Adult nonfiction	5,900.00	245.53	537.35	292.13	782.88	5,117.12	13.3%
Young adult fiction	2,000.00	23.89	0.00	9.51	23.89	1,976.11	1.2%
Juvenile fiction	7,400.00	384.57	95.51	280.82	480.08	6,919.92	6.5%
Juvenile nonfiction	3,300.00	0.00	0.00	0.00	0.00	3,300.00	0.0%
Large Print	4,000.00	338.92	498.88	263.78	837.80	3,162.20	20.9%
Electronic media (ebooks, etc.)	4,500.00	665.22	0.00	0.00	665.22	3,834.78	14.8%
Reference & electronic databases	5,500.00	4,709.90	0.00	0.00	4,709.90	790.10	85.6%
Periodicals and newspapers	4,000.00	208.74	737.04	510.27	945.78	3,054.22	23.6%
Audiobooks (CD, playaway)	4,000.00	547.60	426.49	289.32	974.09	3,025.91	24.4%
Software & Gaming	2,000.00	25.49	69.40	79.70	94.89	1,905.11	4.7%
DVDs	7,000.00	699.10	1,231.33	684.68	1,930.43	5,069.57	27.6%
TOTAL:	58,000.00	8,795.23	4,644.71	3,276.04	13,439.94	44,560.06	23.2%
					13,439.94	44,560.06	
TOTAL EXPENDITURES:	381,630.00	34,002.28	35,660.95	28,937.07	96,589.09	285,040.91	25.3%
TOTAL REVENUES:	26,000.00	387.85	387.09	300.00	1,548.12	24,451.88	6.0%
ACTUAL ASKING	355,630.00	33,614.43	35,273.86	28,637.07	95,040.97	260,589.03	26.7%
Capital Improvement	0.00	800.00	1,415.00	3,835.00	2,195.40	-2,195.40	N/A
Total all expenditures	381,630.00	34,802.28	37,075.95	32,772.07	98,784.49	282,845.51	N/A

James Kennedy Public Library FY16 Operating Budget							
	FY16 Expense	Sept. 2016	Total FY16	Budget	Amount	Over/Under	
ESTIMATED REVENUES:	thru Sept. 2016	expenses		Projection	Over/Under	Budget	
Dubuque County Library Agency	0.00	0.00	5,845.23	thru July			
Fees from copier, R/P, etc.	1,463.77	338.64	5,071.97	2016			
Open Access	0.00	0.00	12,598.40				
Access Plus / ILL	0.00	0.00	818.10				
Direct State Aid	1,816.01	1,816.01	1,816.01				
TOTAL:	3,279.78	2,154.65	26,149.71				
	3,279.78		26,149.71				
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES		Spent to date	Spent to date				
Wages	49,335.64	14,621.63	195,731.38	52,401.83	3,544	1.07	
FICA	3,040.15	900.31	11,983.27	3,270.19	132	1.04	
Medicare	711.04	210.57	2,802.59	764.93	31	1.04	
IPERS	4,405.67	1,305.70	17,478.89	4,679.43	317	1.07	
SUI	45.88	0.00	153.12	588.48	-540	0.08	
Group Insurance	2,274.11	828.24	10,549.19	4,268.33	-1,008	0.76	
Meetings and training	49.84	49.84	936.90	132.99	384	3.89	
Dues and memberships	49.00	49.00	747.00	59.04	91	2.54	
TOTAL:	59,911.33	17,965.29	240,382.34	66,677.44	2,438	1.04	
	59,911.33		240,382.34				
CONTRACTUAL SERVICES:							
Utilities (telephone)	346.43	173.19	2,091.86	347.78	5	1.01	
Electricity	3,213.26	1,644.11	12,764.88	3,650.04	1,221	1.33	
Gas / Heat	79.22	0.00	1,608.40	108.36	2	1.02	
Insurance (bldg)	1,315.00	1,315.00	6,772.00	1,087.42	-1,087	0.00	
Legal Fees	0.00	0.00	0.00	Zero	0	Nothing	
Custodial services	1,916.00	750.00	8,096.00	1,893.28	-93	0.95	
Window cleaning	0.00	0.00	200.00	Zero	0	Nothing	
Service / Maintenance Contracts	327.16	96.77	5,045.88	324.19	49	1.15	
TOTAL:	7,197.07	3,979.07	36,579.02	7,397.95	109	1.01	
	7,197.07		36,579.02				
SUPPLIES:							
General library supplies	921.36	304.76	10,533.50	874.70	3,765	5.30	
Program fees & supplies	508.49	381.38	3,611.93	351.95	-114	0.68	
Marketing & advertising	667.67	303.68	1,458.28	457.85	40	1.09	
Maintenance and Repairs	728.81	448.81	12,160.76	299.66	852	3.84	
TOTAL	2,826.33	1,438.63	27,764.47	1,883.24	4,644	3.47	
	2,826.33		27,764.47				
BOOKS AND MATERIALS							
Adult fiction	1,430.84	485.50	9,544.55	1,259.26	736	1.58	
Adult nonfiction	390.46	278.58	6,566.47	350.83	432	2.23	
Young adult fiction	-22.50	23.74	2,773.13	-16.23	40	-1.47	
Juvenile fiction	192.47	34.16	6,856.37	207.73	272	2.31	
Juvenile nonfiction	0.00	0.00	4,214.07	Zero	0	Nothing	
Large Print	836.36	622.11	3,814.79	876.97	-39	0.96	
Electronic media (ebooks, etc.)	2,215.22	0.00	4,522.04	2,204.42	-1,539	0.30	
Reference & electronic databases	1,072.90	0.00	6,038.66	977.20	3,733	4.82	
Periodicals and newspapers	712.47	246.62	4,044.75	704.59	241	1.34	
Audiobooks (CD, playaway)	906.84	386.98	3,756.45	965.64	8	1.01	
Software & Gaming	195.84	94.64	998.75	392.17	-297	0.24	
DVDs	1,970.10	1,072.55	7,345.78	1,877.36	53	1.03	
TOTAL:	9,901.00	3,244.88	60,475.81	9,495.66	3,944	1.42	
	9,901.00		60,475.81				
TOTAL EXPENDITURES:	79,835.73	26,627.87	365,201.64	83,427.09	13,162	1.16	
TOTAL REVENUES:	3,279.78	2,154.65	26,149.71	3,261.00	-1,713	0.47	
ACTUAL ASKING	76,555.95	24,473.22	339,051.93	80,299.18	14,742	1.18	
Capital Improvement	4116.92	0.00	12,269.65				
Total all expenditures	83,952.65	26,627.87	377,471.29				



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

Statement of Account

H-1

Last statement: August 31, 2016
This statement: September 30, 2016
Total days in statement period: 30

005951-435-6 Page 1 of 1

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

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

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

0

LOOKING FOR WAYS TO ACCELERATE CASH
AVAILABILITY AND MINIMIZE COLLECTION
TIME ON ACCOUNTS RECEIVABLE? CONTACT
YOUR ACCOUNT OFFICER FOR MORE
INFORMATION ON OUR CASH MANAGEMENT
SOLUTIONS.

Summary of Account Balance

Account	Number	Ending Balance
Money Market Account	005951-435-6	\$40,142.79

Money Market Account

Account number
005951-435-6

Beginning balance	\$40,129.60		
Low balance	\$40,129.60		
Avg collected balance	\$40,129		
Interest paid year to date	\$102.73		
Total additions	\$13.19	Total subtractions	\$-0.00

Effective dates	Interest Rate
08-31-16	0.400%

Date	Description	Additions	Subtractions
09-30	#Interest	13.19	

Daily balances

Date	Amount	Date	Amount	Date	Amount
08-31	40,129.60	09-30	40,142.79		





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

2 *****AUTO**SCH 5-DIGIT 52030
3072 0.9301 AV 0.376 12 1 151

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



WHEN IT COMES TO YOUR IDENTITY... DON'T GET SACKED!
ASK US ABOUT ID SHIELD TODAY!

PRIMARY ACCT: 01 617571 STATEMENT PERIOD: 09/01/2016 - 09/30/2016

MONEY MARKET ACCOUNT 617571

-- DEPOSITS AND MISCELLANEOUS TRANSACTIONS --

DEPOSIT	244.96+	09/15
WEB TRANSFER DEBIT	390.44-	09/20
INTERNET BANKING TRANSFER FROM *571 TO *358 ON 09/20 AT 11:54		
DEPOSIT	17.46+	09/27
INTEREST PAID	.24+	09/30
YEAR-TO-DATE INTEREST PAID	4.66	
AVERAGE COLLECTED BALANCE	5,844.79	

-- CHECKS --

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

-- BALANCE INFORMATION --

DATE.....BALANCE	DATE.....BALANCE	DATE.....BALANCE
08/31 5,861.64	09/20 5,716.16	09/30 5,733.86
09/15 6,106.60	09/27 5,733.62	

SUMMARY:

ACCOUNT	PREVIOUS	TOTAL	TOTAL	SERVICE	ENDING
.....NUMBER.....	..BALANCE..DEBITS.....CREDITS....	.CHARGES	..BALANCE..
DDA 617571	5,861.64	1 390.44	3 262.66	.00	5,733.86

I

TRUST ACCOUNT REPORT for September 2016

American Bank & Trust - balance on hand July 1, 2016				\$ 40,102.34
July 31, 2016 interest	\$13.63			\$ 40,115.97
August 31, 2016 interest	\$13.63			\$ 40,129.60
September 30, 2016 interest	\$13.19			\$ 40,142.79 H ¹
Balances August 31, 2016			\$24,525.22	\$5,861.64
Deposits				
September 15, 2016				
History Book	\$20.00			
Adopt-a-book	\$16.00			
Joan English memorial	\$200.00			
Conscience box donations	\$2.46			
Friends booksale / donation	\$6.50	\$244.96		
September 27, 2016				
Conscience box donations	\$10.71			
Friends booksale / donation	\$6.75	\$17.46		
September 30, 2016				
Interest	\$0.24	\$0.24		\$262.66
Debits				
Childrens PJ Party (LML)	\$16.00			
Neuzil Memorial	\$16.00			
Children's SRP	\$42.50			
Teen SRP	\$102.36			
Large Print materials (Lion's Club)	\$44.23			
Program refreshments (Friends)	\$88.36			
Legos (DuTrac)	\$40.98			
Adopt-a-book	\$40.01		\$390.44	\$390.44
Balances September 30, 2016			\$24,134.78	\$5,733.86 H ²

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

J

		in account	New Deposits				
Amount left at American Trust		\$3,723.70					
INCOME: (as of July 1, 2016)				EXPENDITURES:			REMAINING:
DONATIONS:							DONATIONS:
Previous Fundraisers		\$2,006.98					
Previous fundraisers - Total Remaining							\$2,006.98
Love My Library Fundraiser		\$1,758.33					
Love My Library - Total remaining				Sep-16 Legos	\$40.98		
Raffles		\$1,329.11		Sep-16 LML - PJ party	\$16.00		\$1,661.50
Raffles - Total Remaining							\$1,329.11
Donations							
Misc. donations brought forward		\$53.61		Sep-16 Plate	\$16.00		\$37.61
Williams Chiropracti	Jul-16		\$525.00	Aug-16 C-SRP exp.	\$159.14		\$456.16
				Sep-16 C-SRP exp.	\$42.50		
Miscellaneous Donations Total Remaining							\$1,523.77
Lion's Club - LP	Previous	\$0.00					\$255.77
	Jul-16		\$300.00	Sep-16 LP books	\$44.23		
Conscience Box	Previous	\$1,063.82					
	Sep-16		\$13.17				
Conscience Box - Total							\$1,117.81
	Sep-16		\$20.00				
History Book Total							\$994.74
Genealogy Donation	Previous	\$83.86					\$83.86
Meeting Room Donations - Total							\$266.79
Adopt-a-book donation	Previous	\$258.89					
	Sep-16		\$16.00	Sep-16 materials	\$40.01		
Adopt-a-book totals							\$218.09
	Sep-16		\$13.25	Sep-16 Refreshments	\$88.36		
Friends booksale - total							\$302.29
Friends adult SRP	Aug-16		\$200.00				
Friends culled books	Aug-16		\$50.00				\$250.00
	Aug-16		\$40.50	Sep-16 SRP expenses	\$102.36		
TACKL - total							\$865.29
Kennedy Donation	May-06	\$2,517.60					\$2,517.60
Money Market	Jan-05	\$784.34					\$784.34
for art or building							
Kay Their Bequest	Dec-08	\$1,000.00					\$1,000.00
Soppe Bequest	Nov-03	\$24,200.37					\$24,200.37
Bequests & Specified donations total							\$28,502.31
Memorials or In Honor of							
Joan English	Sep-16		\$200.00				
Memorials or "In Honor Of" - Total Remaining							\$425.00
GRANTS:							GRANTS:
1000 Books (DRA & Friends)		\$2,259.62					\$2,259.62
INTEREST DEPOSITS							
	Sep-16		\$0.24				
Interest - total							\$3,692.22
American Trust transfer		-\$33,500.00					
TOTAL DEPOSITS			\$2,875.38	EXPENDITURES:		\$865.22	Balance
							\$5,733.86

K

Memorials and Donations September 2016

From: **English Family**
Donation: \$200.00
Fund: Library Trust Account
Restrictions: **Books in Memory of Joan English**

From: **Joyce Brice**
Donation: \$16.00
Fund: Library Trust Account
Restrictions: Adopt-a-book for specific title

James Kennedy Public Library Monthly Program Report

Report for the Month of September 2016

L

Story Time Sessions:

For the week of September 7, 2016

Theme – Pets

Total attendance at 1 program – 5 children

Time for preparation & performance – 2.75 hrs (pd)

Supplies: Color copies & play dough and paper bowls for activity
Stickers for treats

For the week of September 14, 2016

Theme – Mice

Total attendance at 2 programs – 12 children

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

Supplies: Color copies & finger paint, papers and paper bowls for activity
Stickers for treats

For the week of September 21, 2016 Cancelled due to Family Emergency

For the week of September 28, 2016

Theme – Applies

Total attendance at 2 programs – 2 children

Time for preparation & performance – 3.75 hrs (pd) 2.75 hr (vol)

Supplies: Color copies & construction paper, yarn & tape for activity
Stickers for treats

Wee Read Sessions:

For the week of September 7, 2016

Theme – Pets

Total attendance at 1 program – 4 children & caregivers

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

Supplies: Color copies & play dough and paper bowls for activity
Stickers for treats

For the week of September 14, 2016

Theme – Mice

Total attendance at 1 program – 0 children & caregivers

Time for preparation & performance – 0 hrs (pd)

Supplies: NA / No attendance

For the week of September 21, 2016 Cancelled due to Family Emergency

For the week of September 28, 2016

Theme – Applies

Total attendance at 1 program – 7 children & caregivers

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

Supplies: Color copies & construction paper, yarn & tape for activity
Stickers for treats

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

For the first session in September 2016

Theme – Pets

Total attendance at 5 programs – 145 children & caregivers

Time for preparation & performance – 3.5 hrs (pd)

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

For the second session in September 2016

Theme – Mice

Total attendance at 3 programs – 63 children & caregivers

Time for preparation & performance – 2.25 hrs (pd)

Supplies: 3 copies of activities, poems, etc. for parents & / or teachers

Branching Out (Wednesdays at 11:00 am)

September 14, 21, & 28, 2016 (not held September 7)

Total attendance - 86

Time for preparation & performance – 3.5 hrs (pd) 2.25 hrs (vol)

Supplies: Posters & library information; Materials to check out

Program at Ellen Kennedy Center (First Friday of each month) – *Timeless Trivia - Westerns (DVD & discussion)*

September 16, 2016

Total attendance - 9

Time for preparation & performance – 2 hrs (pd)

Supplies: DVD and Q & A pages

Program at Oakcrest Manor (Third Thursday of each month) – *I Love Lucy showcase*

September 21, 2016

Total attendance - 8

Time for preparation & performance – 2 hrs (pd)

Supplies: DVD presentation & discussion, handouts

Sit 'n' Stitch (Wednesdays of each month)
September 7, 14, 21, & 28, 2016
Time for preparation & performance – 1 hrs (pd) 8 hrs (vol)
Supplies: Refreshments provided by participants
Total attendance – 36

Books for Lunch Book Club (First Monday of each month) – *SKYPE VISIT with Katharine Bivald, author of The Readers of Broken Wheel Recommend*
September 12, 2016
Time for preparation & performance – 1 hr (pd) 1 hr (vol)
Supplies: Posters, PSA, beverages & paper products
Refreshments provided by participants or the Friends
Total attendance – 10

A Novel Approach to Faith Book Club
September 13, 2016
Time for preparation & performance – 2.5 hr (pd)
Supplies: Posters, PSA, beverages & paper products
Refreshments provided by participants or the Friends
Total attendance – 9

Dungeons & Dragons Club (1st Monday of each Month)
September 6, 2016
Time for preparation & performance – 3 hrs (pd) 2 hrs (vol)
Supplies: Snacks & beverages
Total attendance – 5

JKPL Memoir Project (1st Thursday of each Month) Resuming in November

Open Mic Night @ Brew & Brew (1st Friday of each month)
September 2, 2016
Time for preparation & performance – 3 (pd) 1.5 hrs (vol)
Supplies: Posters, PSA
Speaker & microphone borrowed from WD; 8 performers
Total attendance – 25

Game Night (4th Friday of each Month)
September 23, 2016
Time for preparation & performance – 3.5 hrs (pd)
Supplies: Snacks & beverages
Total attendance – 10

Building Creative one Block at a Time (LEGO® program) (monthly, date and time varies)
September 11, 2016
Time for preparation & performance – 3 hrs (pd)
Supplies: Posters, PSA, Refreshments, sponsored by DuTrac
Total attendance – 17

Coloring for Adults (monthly, date and time varies)
September 15, 2016
Time for preparation & performance – .5 hr (pd)
Supplies: Posters, PSA, Refreshments, Coloring sheets & pencils
Total attendance – 6

Get Puzzled @ Your Library
September 1-30, 2016
Time for preparation & performance – 1 hrs (pd)
Supplies: Posters, PSA, \$25.00 for puzzle
Total attendance – 29

Movies @ Your Library – showing of *Angry Bird*
September 3, 2016
Time for preparation & performance – 3.5 hrs
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF
Total attendance – 20

Movies @ Your Library – showing of *The Jungle Book*
September 24, 2016
Time for preparation & performance – 3.75 hrs (pd)
Supplies: Posters, PSA, Popcorn provided by Farmer's Shipping; Pop, bags, napkins, etc. from GF
Total attendance – 11

Movies @ Your Library – showing of *Captain America: Civil War*
September 25, 2016 Total attendance – 4
Time for preparation & performance – 3.25 hrs (pd)
Supplies: Posters, PSA, Popcorn provided by Farmer’s Shipping; Pop, bags, napkins, etc. from GF

Movies @ Your Library – showing of *Me Before You*
September 26, 2016 Total attendance – 8
Time for preparation & performance – 2.25 hr
Supplies: Posters, PSA, Popcorn provided by Farmer’s Shipping; Pop, bags, napkins, etc. from GF

Back to School Pajama Party
September 7, 2016 Total attendance –57
Time for preparation & performance – 1.5 hrs 34 hrs (vol)
Supplies: Posters & PSA, Cookies
WD Community Theatre (17 people)
Sponsored by Diane Thier (Love My Library donation)

Super Smash Bros Tournament (Gaming)
September 10, 2016 Total attendance – 4
Time for preparation & performance – 2.5 hrs
Supplies: Posters & PSA, Refreshments

Genealogy 101
September 17, 2016 Total attendance – 10
Time for preparation & performance – 2 hrs 4 hrs (vol)
Supplies: Posters & PSA, Refreshments
Theresa Liewer, President of the Iowa Genealogical Society donated her time to present this program

Genealogy – Digging Deeper
September 17, 2016 Total attendance – 13
Time for preparation & performance – 2 hrs 4 hrs (vol)
Supplies: Posters & PSA, Refreshments
Theresa Liewer, President of the Iowa Genealogical Society donated her time to present this program

Exercise Your Mind: Read Finale (Adult SRP Program)
September 18, 2016 Total attendance – 9
Time for preparation & performance – 4.5 hrs
Supplies: Posters, PSA, Refreshments
Trivia sheets and activities, supplies for “make your own trail mix” donated

Library Card Sign Up Month – Coloring Contest
September 1-30, 2016 Total attendance – 30
Time for preparation & performance – 1 hrs
Supplies: Posters, PSA
Coloring sheets, drawing slips, and prize

Library Card Sign Up Month – Selfie with Snoopy Contest
September 1-30, 2016 Total attendance – 8
Time for preparation & performance – 1 hrs
Supplies: Posters, PSA
Snoopy poster & drawing slips

Library Card Sign Up Month – What’s Cooler Than Cool Contest
September 1-30, 2016 Total attendance – 38
Time for preparation & performance – 1.5 hrs
Supplies: Posters, PSA
Cooler than cool slips & prize

Tentative Schedule of JKPL Program - November and beyond

Tuesday, November 1: November is National Novel Writing Month (NaNoWriMo)! Do you have a novel waiting to be written? This might be the time to put pen to paper (or fingers to keyboard) and share your words. The goal is to write one 50,000 word novel in one month's time. The library is celebrating this special month with Camp NaNoWriMo, which will be led by local published author Carol Edwards Denekas. Throughout the month of November, Carol will lead, encourage, critique, and applaud your creativity through two group sessions and multiple private one-on-one sessions. Come learn about writing, editing, publishing, and marketing from this experienced author. The NaNoWriMo kick-off will start at 6:00 pm on Tuesday, November 1. Come meet Carol and listen to her presentation about writing, followed by a Q&A session and time for writing. All writers welcome. Throughout the month of November, writers will also be able to sign up for a 30 minute, private one-on-one writing workshop session with Carol. She will offer you encouragement, direction, and advice on how to fine tune your manuscript. Sessions are available on the following days and times: Sunday, November 6 from 1:00 pm-2:00 pm; Sunday, November 13 from 1:00 pm-3:00; and Saturday, November 19 from 1:00 pm-3:00 pm. Reservations will be taken any time after the kick-off on November 1.

Tuesday, November 1 to Wednesday, November 30: 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 we will be putting together a fall themed puzzle. 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!

Wednesdays November 2, 9, 16, 23 & 30: 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, November 4: Open Mic Night @ 6:00 pm. The James Kennedy Public Library is hosting a monthly open mic night at local restaurant Brew & Brew on the first Friday of each month. Performers are encouraged to sign up for ten minute time slots and show off their talents. Poetry, music, readings and comedy are just a few examples! All ages are welcome to come and watch, but performers under the age 13 need an adult present. Performers can register in advance at either the Library or Brew & Brew with walk-in performances allowed if there is time. Tables for spectators can be reserved by calling Brew & Brew.

Saturday, November 5: Family Movies @ Your Library presents "Alice Through the Looking Glass" @ 2:00 pm. The adventure begins when Alice embarks on a daring quest to save her dear friend the Hatter. Plunging back into the whimsical, topsy-turvy world of Wonderland with all her old companions and a host of zany new ones, Alice must take on Time himself to right a past wrong, find her muchness... and remember that nothing is impossible. Rated PG. (113 min.)

Sunday, November 6: "The Small-Town Midwest" with author Julianne Couch @ 2:00 pm. Bellevue, Iowa, author Julianne Couch will be at the library to discuss her book *The Small-Town Midwest: Resilience and Hope in the Twenty-First Century*. Most people in the United States live in urban areas yet there are nearly fifty million people living in small towns of just a few thousand people or less. Some towns are within a short drive of a metropolitan area while some are an hour or more from any sort of urban hub. In her book, Julianne Couch sets out to illuminate the lives and hopes of these small-town residents. Copies of the book will be available for purchase from the author.

Monday, November 7: 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 *Miss Peregrine's Home for Peculiar*

Children by Ransom Riggs. 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, November 7: 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 Monday 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.

Tuesday, November 8: Inspirational Fiction: A Novel Approach to Faith book discussion series @ 7:00 pm. Join us the second Tuesday of every month at 7:00 pm for this book discussion series featuring a variety of books that weave religious faith into the characters and storylines. New members welcome at any time. For this meeting we will read and discuss *The Sisters of Mercy Flats* by Lori Copeland. Copies of each book are available to borrow from the library.

Saturday, November 12: Family Movies @ Your Library presents "Nine Lives" @ 2:00 pm. A stuffy businessman finds himself trapped inside the body of his family's cat. Rated PG. (87 min.)

Sunday, November 13: Sunday Movies @ Your Library presents "Ghostbusters" @ 2:00 pm. Following a ghost invasion of Manhattan, paranormal enthusiasts Erin Gilbert and Abby Yates, nuclear engineer Jillian Holtzmann, and subway worker Patty Tolan band together to stop the otherworldly threat. This is the 2016 version. Rated PG-13 (116 min.)

Sunday, November 13: Chair-ity Fundraiser Closing Reception from 2:00-4:00 pm. Join us for snacks, beverages, and your last chance to bid on a chair. Bidding will end promptly at 3:00 pm.

Monday, November 14: 1000 Books Before Kindergarten Awards Ceremony @ 7:00 pm. Children who are participating in 1000 Books Before Kindergarten are being recognized at this family event. There will be a short family story time followed by a brief award ceremony. Those who have reached 100 book goals will be awarded an achievement certificate, and those who have reached 1000 book goals will receive a trophy. Popcorn and lemonade will be served. The *1000 Books Before Kindergarten* program is funded by a grant from the Dubuque Racing Association and the Friends of the Library.

Tuesday, November 15: Coloring for Adults @ Your Library from 5:00 to 8:00 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.

Saturday, November 19: International Games Day from 1:00-4:00 pm. The James Kennedy public library will join over a thousand libraries around the world on November 19, 2016, for the eighth annual celebration of gaming in libraries – International Games Day @ Your Library. Come in for an afternoon of fun that will feature a combination of trading card games, video games, and board games that the whole family will enjoy. Board and card games will be in the Hoffman room, along with Xbox in the conference room and Minecraft in the genealogy room! Featured games this year include Yu gi oh, Munchkin, Pathfinders and Minecraft. Play an old favorite or learn a new one you might enjoy! Local store, Dyersville Comics and Games, is a partner in this event and will have games available for demos. Join us for snacks, door prizes, and lots of fun. Door prizes include but not limited to gift certificates to Dyersville Comics and Games, free Yu gi oh cards and games. Players interested in playing Minecraft need to bring their own laptops. *International Games Day @ your library is an international initiative supported by the American Library Association, the Australian Library and Information Association, and Nordic Game Day.*

Monday, November 21: JKPL Memoir Project @ 6:30 pm. Everyone has a story to tell, what's yours? Join us for this monthly writers' group that focuses on writing about personal stories and family history. This

group will meet the third Monday of each month. Suggested topics to write about are presented at each meeting. Participants are invited but not required to share their writing.

Wednesday, November 23: Library closing at 5:00 pm; Thursday, November 24: Library closed for Thanksgiving Holiday.

Friday, November 25: 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, November 26: Shop Local Saturday: Game On from 10:00 am to 1:00 pm. Looking for something for your children to do while you shop during "Shop Local Saturday"? Bring them to the library to enjoy board, card, or console games! Members of TACKL (The Library's Teen Advisory Group) will be at the library to play games or just hang out with your kids. No registration is required but children must have completed Kindergarten or be accompanied by an older teen who would be responsible for them. Snacks and beverages provided. **Details to be finalized.**

Saturday, November 26: Family Movies @ Your Library presents "Finding Nemo" @ 2:00 pm. In the depths of the Great Barrier Reef, Marlin, an overly protective clownfish, embarks on a daring rescue mission when his beloved son, Nemo, gets scooped up by a diver. With his unforgettable friend Dory by his side, Marlin encounters an ocean full of memorable comedic characters on his momentous journey -- to find Nemo. Rated G (100 min.)

Monday, November 28: Book Flicks @ Your Library presents "Ithaca" @ 6:30 pm. When his older brother leaves to fight in the Second World War, fourteen-year-old Homer Macauley takes on a job as a bicycle telegraph messenger to provide for his widowed mother, his older sister and his younger brother. Homer delivers messages of love, hope, pain and death to the good people of Ithaca, but soon must grapple with a message that will change him forever. Based on the novel *The Human Comedy* by William Saroyan. Rated PG. (90 min.)

Monday, November 28 thru Sunday, December 18: Layette Quilt Display and Raffle. The James Kennedy Public Library is partnering with the Dyersville Layette Ladies to share with you the work and talent of the Layette Ladies as well as raise some funds for both organizations. Several quilts made by the group will be on display at the library from November 28 thru December 18. During these three weeks you will be able to purchase raffle tickets to win the quilt of your choice! Cost for raffle tickets are 1 for \$2.00, 3 for \$5.00 or 10 for \$10.00. One winner will be able to select their favorite quilt out of those on display to keep. The winner of the raffle will be drawn on Monday, December 19. Need not be present to win. Proceeds from this fundraiser will be split evenly between the Layette Ladies group and the JKPL.

Tuesday, November 29: Building Creativity One Block at a Time: a LEGO® program from 5:00 pm to 7:00 pm. This month's theme is "Once upon a time". 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.

Wednesday, November 30: National Novel Writing Month Grand Finale @ 6:30 pm. As National Novel Writing Month ends come celebrate your success and your new novel by joining us for a fun-filled awards and recognition ceremony. Prizes, treats, and inspiration for all.

December

Friday, December 2: Open Mic Night @ 6:00 pm. The James Kennedy Public Library is hosting a monthly open mic night at local restaurant Brew & Brew on the first Friday of each month. Performers are encouraged to sign up for ten minute time slots and show off their talents. Poetry, music, readings and comedy are just a few examples! All ages are welcome to come and watch but performers must be age 13 or older unless accompanied by a parent or other adult. Performers can register in advance at either the Library or Brew & Brew with walk-in performances allowed if there is time. Tables for spectators can be reserved by calling Brew & Brew.

Saturday, December 3: 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. Sponsored by the Dyersville Federated Woman's Club.

Saturday, December 3: 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. Purchase a tray of sweet treats for \$5.00 and fill it (about a dozen items) from a variety of baked goods provided by friends, volunteers, board and staff of the library. Volunteers will be on hand to wrap your tray before you leave. Sponsored by the Fundraising Committee of the JKPL.

Saturday, December 3: Family Movies @ Your Library presents "Finding Dory" @ 2:00 pm. When Dory, the forgetful blue tang fish, suddenly remembers she has a family who may be looking for her, she, Marlin and Nemo take off on a life-changing quest to find them. Rated PG. (97 min.)

Sunday, December 4: Old Fashioned Christmas from 1:30 to 3:30 pm. The whole family is invited for an afternoon of live music, traditional Christmas carols, cookies and spiced cider at the Dyer-Botsford House in Dyersville. Rumor has it that Santa & Mrs. Claus will make a special appearance! This event is sponsored by the Senior Advisory Board of the James Kennedy Public Library and the Dyersville Historical Society. All ages welcome but children under the age of 10 must be accompanied by an adult.

Monday, December 5: 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 holiday novel *The Great Christmas Knit-off* by Alexandra Brown. 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 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 7, 14, 21 & 28: 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!

Saturday, December 10 through Saturday, 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 exchange is open all hours the library is open between December 10-17.

Saturday, December 10: Coloring for Adults @ Your Library from 1:00 to 4:00 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.

Saturday, December 17: Family Movies @ Your Library presents "The BFG" 2:00 pm. A young girl is launched on an enormous adventure when she crosses paths with a mysterious being called the Big Friendly Giant. This is the 2016 version. Rated PG. (117 min.)

Saturday, December 17: 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 - 10 people required to hold the program but 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.

Monday, December 19: JKPL Memoir Project @ 6:00 pm. Everyone has a story to tell, what's yours? Join us for this monthly writers' group that focuses on writing about personal stories and family history. This group meets the first Thursday of each month. Suggested topics to write about are presented at each meeting. Participants are invited but not required to share their writing.

Tuesday, December 20: Drop-In Computer Help from 5:00-7:00 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, December 24, Sunday, December 25 & Monday, December 26: Library closed for Christmas

Tuesday, December 27: Building Creativity One Block at a Time: a LEGO® program from 4:00 pm to 6:00 pm. This month's theme is "Presents". 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.

Sunday, January 1 & Monday, January 2: Library closed for New Years

Warm-Up @ Your Library Begins: Tuesday, January 3. Again this winter the JKPL is offering a winter library program for 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 product to be decided). All black out bingos will earn you a special JKPL goodie bag. Adults eighteen 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.

Tuesday, January 3 - Friday, January 28: Quilting Bee with the Dyersville Layette Ladies. The Layette Ladies will be quilting in the library during the month of January this year 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 quilts will only be available when the quilters are working on it. Once completed, the quilt will be auctioned off to raise money for the Dyersville Relay For Life.

Monday, January 9: 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 *TBA*. 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.

Tuesday, January 10: 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 *Christmas Jars* by Jason Wright. Copies of each book are available to borrow from the library.

Saturday, January 14: Visit with Dubuque Author Vickie Owens @ 2:00 pm. Dubuque author Vickie Owens is a writer and a poet. Her book, *Weathered Roots*, is a walk back in time to experience what it was like living solely off the land as a pioneer in the hill country where she spent her youth. This book is a compilation of recaptured meals, memories of days past, poetry, pictures, and short stories about her family that made the hill country home. Copies of the book will be available for purchase from the author.

Thursday, January 19: Soup Supper Fundraiser from 5:00 to 8:00 pm. Warm up this winter at the JKPL annual Soup Supper! Join us for soup (chili or chicken noodle), crackers, bread and beverages starting at 5:00 pm until we run out! The soup is made and served by the JKPL Library Board and Fundraising Committee members. Price is \$5.00 per person with soup refills for \$1.00 each. Carry outs available. Proceeds from the fundraiser will be used to support the library's collections. (Will need to confirm pricing.)

Thursday, January 19 - 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 (books and materials, furnishings, equipment, etc.) that they believe would improve the library. Some of these items are listed 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 the donor will be the first to check it out. Not finding something you want to "love"? Bring your ideas to a librarian!

Sunday, January 22: Coloring for Adults @ Your Library from 1:00 to 4:00 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.

Saturday, January 28: Building Creativity One Block at a Time: a LEGO® program from 1:00 pm to 3:00 pm. This month's theme is "Castles". 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.

Friday, February 10: Building Creativity One Block at a Time: a LEGO® program from 2:00 pm to 4:00 pm. This month's theme is "Future Home". 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.

Tuesday, February 14: 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 *A Change of Fortune* by Jen Turano. Copies of each book are available to borrow from the library.

Saturday, February 18: 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 - 10 people required to hold the program but 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.

Tuesday, February 21: Coloring for Adults @ Your Library from 5:00 to 8:00 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.

Friday, February 24: 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.

Need to confirm date and details with committee: Saturday, February 25: "A Deadly Dinner" Mystery Dinner Theatre @ 6:30 pm. This is text from 2016 - The Die-Laughing Murder Mystery Troupe invite you to step back in time to 1933 as a dinner guest of Tiffany "Gold" Digman, who's archeologist husband has disappeared. You don't have to do anything but have a good time at this heart-stopping murder mystery dinner catered by J & D Catering. Period costume / dress up optional. This event will be held at the Dyersville Golf & Country Club. Doors open at 5:30pm with the performance starting at 6:30pm. Menu includes parmesan peppercorn chicken, roast pork loin, parsley red potatoes, salad, and bread. Dessert is provided by First Avenue Bakery. Tickets are \$50 each or a table of 8 for \$350.00. *First 30 tickets sold include glass of wine and JKPL wine glass provided the night of the event!* Cash bar available. Snow date of February 27. All tickets sold in advance at the James Kennedy Public Library. Seating is limited.

Monday, April 24 through Saturday, April 29: Student Art Show. The James Kennedy Public Library is pleased to display the art works of St. Francis Xavier Elementary Grade School students at the library from April 24 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.

P

Contract Use Report FY16						
Residence Area	No. of Patrons	July Stats	August Stats	Sept Stats	Year to Date	Change to date
Dyersville	2308	7095	7552	7269	21916	-1389
FY16	2351	8475	7620	7210	23305	-6%
FY15	2326	8376	7403	7280	23059	
FY14	2214	7881	6178	6054	20113	
FY13	2219	8071	6304	5711	20086	
Delaware Co.(OA)	486	1550	1320	1052	3922	1004
FY16	521	1181	945	792	2918	34.41%
FY15	590	1067	841	890	2798	
FY14	516	1274	897	770	2941	
FY13	506	1367	930	1063	3360	
Dbq Co. Lib. Sys. (OA)	989	2488	1839	1625	5952	694
FY16	1012	2045	1595	1618	5258	13%
FY15	1046	2600	1702	1571	5873	
FY14	1022	2633	2022	1769	6424	
FY13	1069	2615	1950	1653	6218	
County Agency	66	108	138	73	319	-42
FY16	67	149	124	88	361	-12%
FY15	67	73	86	49	208	
FY14	194	607	428	357	1392	
FY13	228	464	296	316	1076	
ILL	493	42	45	65	152	3
FY16	492	45	57	47	149	2%
FY15	492	92	57	66	215	
FY14	487	74	72	81	227	
FY13	469	19	18	17	54	
Open Access	370	489	606	603	1698	-140
FY16	427	568	625	645	1838	-8%
FY15	353	738	638	517	1893	
FY14	375	819	912	704	2435	
FY13	494	694	891	533	2118	
TOTAL	4712	11772	11500	10687	33959	130
FY16	4870	12463	10966	10400	33829	0%
FY15	4874	12946	10727	10373	34046	
FY14	4808	13288	10509	9735	33532	
FY13	4985	13230	10389	9293	32912	

⑤

	FY16	FY17	Rolling	Sep-16	Aug-16	Jul-16	Jun-16	May-16	Apr-16	Mar-16	Feb-16	Jan-16	Dec-15	Nov-15	Oct-15
	Totals	YTD	12												
Albert City	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ames	0	2	2	0	0	2	0	0	0	0	0	0	0	0	0
Anamosa	10	0	10	0	0	0	0	0	0	0	0	0	3	5	2
Bellevue	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cascade	1164	198	1016	92	77	29	34	57	101	117	106	99	171	58	75
Cedar Rapids	8	0	8	0	0	0	2	0	0	6	0	0	0	0	0
Center Point	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cogan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Colesburg	835	212	833	54	76	82	84	53	67	65	95	40	70	82	65
Coralville	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Del Co.	12451	3026	12559	757	1066	1203	1163	916	940	1143	1232	1081	1079	851	1128
Delhi	199	49	194	21	11	17	27	6	6	7	6	16	14	28	35
Dubuque	477	183	453	56	63	64	54	30	22	13	8	23	19	23	78
Duq Co	20929	5952	21623	1625	1839	2488	2511	1744	1681	1695	1681	1599	1471	1578	1711
Dyersville	88912	21916	87523	7269	7552	7095	8544	7162	7289	7863	7224	7230	5685	7037	7573
Earlville	2162	476	2271	205	145	126	216	127	191	219	259	189	175	226	193
Edgewood	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0
Elkader	10	11	19	1	9	1	1	1	2	4	0	0	0	0	0
Garnavillo	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Guttenberg	818	463	1097	150	188	125	136	63	51	98	61	47	70	45	63
Hopkinton	562	66	499	15	33	18	9	51	72	84	59	50	57	23	28
Independence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ILL	577	152	580	65	45	42	45	60	49	37	48	37	59	31	62
Ionia	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lohrville	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Luxemburg	947	319	905	73	138	108	100	50	88	88	38	86	48	44	44
Manchester	1873	896	2441	295	254	347	268	272	216	185	83	56	141	137	187
Maquoketa	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Marion	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Monticello	15	37	45	9	4	24	2	0	0	0	0	0	2	1	3
North Liberty	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Delwein	4	0	4	0	0	0	0	4	0	0	0	0	0	0	0
Open Access	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Oskaloosa	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ottumwa	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rickardsville	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Volga	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
West Des Mo	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0
Winthrop	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	131956	33959	132086	10687	11500	11772	13196	10596	10775	11624	10900	10556	9064	10169	11247

Personnel Committee Meeting Notes: September 20, 2016

Members present: Chairperson Lynn Osterhaus, Pat Valant, Barb Heitzman, and Shirley Vonderhaar.

The first item on the agenda was to discuss how to address the change in the Exempt Status law in regards to library employees. As of December 1, 2016, employees must be paid at least \$47,476 to be classified as exempt. Director Shirley Vonderhaar and Assistant Director Dawn Schrandt are both currently classified as exempt employees; however Schrandt's current salary is \$38,000.00. After discussion, the committee agreed to recommend to the JKPL Board of Trustees that the Assistant Director position be reclassified as full time hourly with a pay range of \$16.75 to \$21.83.

The second item on the agenda was to discuss the impact of the 3% COLA raise on the library's personnel budget and make a recommendation to the Board regarding said budget. As history, the library board projected a 1% COLA for FY17 and included that value in the FY17 budget that was proposed in January and approved by the City Council in March. In June, the City Council approved a 3% COLA for city employees and, therefore, the Library Board approved a 3% COLA for library staff as well. Implementing this higher COLA causes the personnel budget to be \$5,513.00 more than originally budgeted. The committee reviewed various options for reducing the personnel budget to make up for this difference but, in the end, concluded that it was important to maintain the current level of staffing and continue with implementing the ongoing pay equity plan. The committee is therefore referring the attached personnel budget, with a total personnel budget of \$269,643.00 for wages and benefits, to the finance committee for consideration and implementation.

The committee brainstormed options for the finance committee and the board as a whole to consider in light of this increase in the personnel budget:

- Ask the city to consider a budget amendment for FY17 to address the implementation of the 3%. The conclusion was this would likely be unsuccessful and possibly cause conflict with the city council because they do not have control of the library's line item decisions and the overall personnel budget increase for FY17 was more than a 3% increase due to the pay equity plan currently in place.
- Reduce other line items, primarily materials and supplies as those are the only line items that have flexibility.
- Ask the Friends to consider funding all or part of the shortfall for this year, either just by allocating the needed funds as a whole or by funding specific projects or collections.

James Kennedy Public Library Employee Pay Rates and Ranges

Library Director:

Full-time exempt (salaried) position. Pay range (salary) of \$50,683 to \$61,243 with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Assistant Library Director:

Full-time hourly employee. Pay range of \$16.75 to \$21.83 with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Librarian:

Regular part-time hourly employee. Pay range of \$12.67 to \$16.89 per hour with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Technical Services and Programming Clerk:

Regular part-time hourly employee. Pay range of \$10.56 to \$12.67 per hour with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Circulation / Shelving & Processing Clerk:

Part-time hourly employee. Pay range of \$7.92 to \$10.56 per hour with annual COLA raises determined by the Board of Trustees of the James Kennedy Public Library, scheduled equity raises on 6 month, 1 year, 2 year, and 3 year anniversary dates and / or merit pay raises as recommended by the Library Director and authorized (via budget approval) by the Board of Trustees of the James Kennedy Public Library.

Library Aide:

AARP Paid position – currently not filled.

NOTES:

Annual COLA for all positions will be determined by the Board of Trustees of the James Kennedy Public Library and will increase the pay range accordingly.

Employees working in more than one position will receive a blended pay rate based upon the % of hours worked for each position.

Effective date: December 1, 2016

Notes from the JKPL Finance Committee Meeting - September 2016

The finance committee of the James Kennedy Public Library met on Monday, September 26, 2016 at 5:00 pm. Present were Chairperson Angela English, members Steve Werner, Joe Petsche, and Mary Radloff, and library director Shirley Vonderhaar.

The first item for discussion was to decide how to implement the effects of the 3% COLA raise into the FY17 operating budget. The committee reviewed the recommendations of the personnel committee and agreed that the most reasonable option was to ask the Friends for support, or cover the shortfall from the trust account, utilizing some of the funds brought in through fundraising efforts. The recommendation of the committee is for Shirley to present this request to the Friends at their next meeting (November 1) and ask that the Friends consider funding library programming for the remainder of FY17 in the amount of \$2,000, and materials in the amount of \$3,500, perhaps choosing an area they would most like to fund such as large print or children's picture books. The Friends would be acknowledged on all of the publicity for the programs and in book plates in all of the books so this, perhaps, would also help to gain them more recognition in the community and help to increase membership. After the Board learns the Friends' decision, they can decide what amount is appropriate to allocate from the Trust account.

The second item on the agenda was to review three of the current reimbursement fees charged by the library. Currently, the library charges \$1.00 for earbuds; however the cost to the library is \$1.62 so Shirley was recommending that this fee be revised to \$2.00. Currently the library charges \$4.00 for lost or damaged playaway cases; however the cost to the library is \$5.99 so Shirley was recommending this fee be revised to \$6.00. Currently the library charges \$0.50 for playaway lids; however the cost to the library is \$0.60 so Shirley was recommending this fee be revised to \$1.00. The committee reviewed these recommendations and is proposing the following adjustments to the current fees at the JKPL:

- Earbuds - \$2.00
- Playaway cases - \$7.00
- Playaway lids - \$1.00

Notes from October 5, 2016 meeting of the Fundraising Committee

Members in attendance: Chairperson Jolene Pitzenger-Timp, Brenda Ingles, Mary Jane Meade, and Shirley Vonderhaar. Lynn Osterhaus was excused.

Spring / Summer Family Get-away Raffle: Shirley reported that this event for 2016 brought in a profit of \$263.10. \$535.00 in tickets were sold and expenses were \$271.90. Consensus of the committee was this was worth doing in 2017 but we would be more conservative about purchasing items for the raffle and also look at other places to include in the raffle such as Jumping Janes, Air FX, Vertical Jump Park, Skate Country, etc. The committee will look at this more closely in December.

Chair-ity Event: The Chair-ity Event is underway with six chairs already brought in and another ten out in the community. Deadline to drop off the chairs is October 17 with the silent auction to run until November 13. Voting for the chairs will run October 23 to November 6 with the ribbons being on display with the winning chairs from November 7-13. The categories for voting will be Most Creative, Best Looking, and Overall Favorite. The Silent Auction ends with an open house on a Sunday, November 13 from 2 to 4 pm with the bidding ending promptly at 3:00 pm. Shirley will work 1 to 4 pm to organize all the chairs, put out refreshments, and clean up. Brenda, Mary Jane, and Jolene plan to attend from 2:30 to 3:30 to supervise the end of the bidding & take money. The committee agreed that the minimum bid for a chair should be \$10.00.

Fall / Winter Quilt Raffle: The committee agreed that partnering with the Layette group for this raffle was a win for us both and we should continue. For this event, the Layette group displays a variety of quilts in the Periodicals Room and people purchase raffle tickets to win the quilt of their choice. Proceeds are split evenly between the Library and the Layette group. The quilts are scheduled to go on display starting November 28 and we will sell tickets until December 18. The winner will be drawn on Monday, December 19. Raffle tickets will be 1 for \$2.00, 3 for \$5.00 or 10 for \$10.00.

Christmas Cookie Walk: This event is scheduled for Saturday, December 3, 2016, from 10 am to 1 pm. Library volunteers will call Friends, volunteers, and past donors during the first week of November asking them to donate 2 dozen (or more) homemade cookies or other sweet treats. Board members are also asked to consider donating sweet treats for this event. Several workers are needed to help sell, bag, take money, etc. from 9 am to 2 or 3 pm, so if any Board members are available to help on this date, please let the committee know. A work schedule will be finalized at the November committee meeting.

Soup Supper: The Soup Supper is scheduled for Thursday, January 19, 2017 from 5 to 8 pm. Board members will be asked to donate 4 or 5 quart ice cream tub of either chili or chicken noodle soup. Additional details will be discussed at the November meeting.

Mystery Dinner: 2016 was first year for this event, which was very well received, so the committee is planning to hold again. Because this is only our second year for this event, the committee decided we should keep the same venue (Dyersville Country Club), caterer (J & D Mart), and performers (Die Laughing) rather than change things. It will be a different show with the same acting troupe. The preference is to keep this event to a Saturday evening in February so the committee selected February 11 or February 25 as the best dates. Shirley will make contacts to see if either of these dates work and the committee will make decisions regarding menu, incentives for early ticket sales (i.e. last year gave

wine glass and wine to first 40 tickets sold), etc. once the date and venue are confirmed. The hope is to have this all planned so we can start selling tickets in December.

Adult Coloring Book Sale: Jolene suggested this as a new fundraiser and the committee agreed that this might be a successful and inexpensive fundraiser, especially if we can get it put together before the holidays. The coloring book will have a Dyersville area / Eastern Iowa theme and local artists of all ages will be encouraged to submit drawings or designs to be considered for inclusion. Shirley will put together information about this opportunity and it will go out through all of the normal library marketing venues (fb, webpage, email newsletter, schedule of events, newspaper article (if timing works), etc. The book will be 30 to 50 pages, depending on submissions and cost of printing. Entries need to be received by the library by November 13 to be considered and they will be jury selected for inclusion. All artists included in the book will have the option of having their name included on their coloring page(s) and will receive a free copy of the book. Pages will be 8 x 10 or 8.5 x 11 or some similar size with printing on one side only, heavier quality paper, and perforations for easy removal of the completed pages. Shirley will talk with Heritage Printing to get recommendations regarding the best way to print and bind this kind of item, as well as pricing. The sale price will be dependent on cost so will be determined at the next meeting.

Tentative Schedule of activities for FY17: The committee reviewed the schedule of fundraising activities for FY17, which is attached.

2016 Roshek Holiday: Shirley shared with the committee an invitation the library had received to participate in the Roshek Nonprofit Holiday Decoration Silent Auction. No one on the committee was familiar with this event so thought it might be something new. Basically, nonprofits are invited to decorate a holiday item (tree, wreath, centerpiece, etc.) for a silent auction fundraiser that will run from November 18 to December 10. Roshek Building Holiday Nonprofit Day is Saturday, December 10 from 12:00 to 3:00 pm and bidding will close at 2:30 pm on that date. Roshek asks that at least one representative for the nonprofit be present that afternoon to share information about their organization and accept the check / cash from the winning bidder. (All funds raised from the auction items benefit the respective nonprofit organization.) Each nonprofit may also provide a wish list of up to 15 items that would be placed on a tree for the public to select and purchase. This seems like an interesting opportunity to reach out to a broader audience but the committee is concerned about what is expected. There was also some discussion that this maybe should be a Marketing Committee project or discussion, at least in part, because part of the purpose behind doing this would be to market the JKPL by being present and talking about the library at this event. Shirley was directed to find out more information about this event (has it been held before, what are the expectations for the value of the item donated, etc.) and also to share this opportunity with the Marketing Committee to get their feedback. The deadline to register to participate is November 9.

Set date for next meeting: The next committee meeting is scheduled for Monday, November 14, 2016 at 4:30 pm.

Calendar of fundraising events and activities – FY17

September

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

October

- Chair-ity Fundraiser
 - Silent auction begins October 17 and runs until November 13, 2016
 - Voting for the chairs (categories to be decided) will run Sunday, October 23 to November 6 with the ribbons being on display with the winning chairs from November 7-13.

November

- Chair-ity Fundraiser
 - Voting for ribbons ends on November 6; ribbons attached 11/7
 - Silent Auction ends with an open house on a Sunday, November 13 from 2 to 4 pm; bidding ends promptly at 3:00 pm
- Pre-Christmas Quilt Raffle
 - Begins right after Chair-ity / Wreath-it-up; partnership with Layette group (they bring in several baby quilts to display, raffle winner gets their pick. Split proceeds 50/50 – their 50% goes to Relay for Life) FY17 will run November 28 – December 18.
- Coloring Book sales
 - New event for FY17; will solicit for drawings to be included in 30 to 50 page coloring book and have available for sale by Cookie Walk.

December

- Pre-Christmas Quilt Raffle
 - Draw for winner December 19
- Christmas Cookie Walk
 - First Saturday in December (not Thanksgiving Weekend), same time as Santa Visit so December 3, 2016 from 10am to 1 pm
- Solicit for Family Get-away Raffle donations (held in spring / summer but some providers decide donations in December)
- Sell coloring books and tickets to Mystery Dinner

January

- Soup Supper
 - Held mid-week / mid-month from 5 to 8 pm (typically 3rd Thursday). FY17 date is January 19.
 - Includes soup, bread, dessert and beverage
 - Hold 50/50 raffle in conjunction

- Kick-off for Love My Library campaign
- Love my Library Giving Tree
 - Runs from mid-January until end of February
 - Provides list of library needs for people to fund (kind of like a Christmas angel tree or held around Valentine's Day)
- Mystery Dinner Theatre
 - Schedule for Saturday in late January or February; FY17 dates under consideration are February 11 and 25

February

- Love My Library Giving Tree
 - Starts in January and run until February 28
- Mystery Dinner Theatre
 - February 11 or 25
- Build-a-Basket Fundraiser
 - Timeline dependent on Easter as want to run auction for at least 3 weeks, offer patrons 3 to 4 weeks to make the baskets, and conclude the auction 2 weeks before Easter (Easter is April 16, 2016 so run auction March 6 or 13 to April 2, and start event early February)

March

- Build-a-Basket Fundraiser
 - Easter is April 16, 2016 so run auction March 6 or 13 to April 2?

April

- Wine and Beer Tasting
 - Partner with Brew and Brew
 - Held on a Friday or Saturday evening from 5 to 8 pm (National Library Week is April 9-15)
 - Hold a 50/50 raffles in conjunction with this event
- Yard Sign Fundraiser
 - Sell signs through the month of April and May in honor of National Library Week

May

- Summer Family Get-Away Raffle
 - Start selling tickets, end after event at June DTFN

June

- Library or Marketing Committee sponsored event to be decided held during DTFN
 - Final date to purchase raffle tickets

August

- Start planning fall Brew fest with Brew and Brew if appropriate

Marketing Committee Meeting Minutes: Met via email in September.

Present: Dawn Schrandt, Steve Werner, Patrick Valant

1. Honoring retiring board members

A conversation came up on the Iowa Listserv about ways to honor retiring board members. One of the most common ways mentioned to honor an outgoing member is to adopt an item of their choosing (book, audiobook, dvd) in their name and put a book plate in the item. The committee agreed that we should put this into practice and adopt an item every time a board member retires. We agreed we should start with the three that just retired, Bette Kuboshek, Becky Schwendinger, and Kristi Cassidy. Dawn will contact each of them and ask them to select an item of their choosing to add to the library's collection in honor of their service on the Board of Trustees.

2. Library rocks

All summer painted rocks have been popping up around Dyersville. Steve thought it would be a good marketing idea if the library painted rocks, put our name on them, and hid them around town. Then he was talking to John from PJ's Bar & Grill who offered to partner with us and offer a coupon for a free item from his restaurant to anyone who found one of our rocks. We decided to go ahead and do this so Steve painted 12 rocks, put our logo on top, and a label listing the free item from PJ's on the bottom (fountain soda, French fries, or 6 wings). The teens in TACKL will hide the rocks in town by October 5. Anyone who finds a rock is instructed to bring it to the library for a coupon to PJ's Bar & Grill. Then they can take the rock and coupon to PJ's to get their free item and turn the rock in to John. The committee decided we would see how this goes with the first 12 rocks and then re-evaluate if we want to continue doing this with PJ's or expand with more rocks or businesses.