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Regular Library Board Meeting

Tuesday, July 14, 2020

**7:05 pm – immediately
following special meeting**

Electronic – Zoom meeting
James Kennedy Public Library

With Iowa cases of novel coronavirus, COVID-19, the James Kennedy Public Library Board of Trustees will hold an electronic meeting since it will be impossible to hold an in-person meeting at the James Kennedy Public Library. The electronic meeting will protect the appointed officials, library staff, and the public from the possible spread of the virus. JKPL Board Members will attend the electronic meeting offsite and JKPL Board President along with library staff will attend the electronic meeting at the James Kennedy Public Library. The JKPL Board meeting will be open to the public and they may attend the meeting by computer, telephone or another electronic device by going to the following:

Join Zoom Meeting:

<https://cityofdyersville.zoom.us/j/92973540132?pwd=MmduWnh2dlg4MFllMmW3clR3MU1RZz09>

Meeting ID: 929 7354 0132

Password: 579540

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 929 7354 0132

Find your local number: <https://cityofdyersville.zoom.us/j/92973540132?pwd=MmduWnh2dlg4MFllMmW3clR3MU1RZz09>

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meeting: June 9, 2020
 - Approve June Librarian's Report
 - Approve Bills:

- June Bills submitted June 29, 2020
 - July Bills
 - Claims Report for June
 - June & July Credit Card Claims
 - Budget Reports
 - June City Report
 - June Library Report
 - July Library Report
 - Trust Account Reports
 - June Bank Statements
 - June Balance Report
 - Trust Account Expenditure Report
 - June Donations Form
 - Program Reports
 - June Report of Programs and Attendance
 - July Schedule of events
 - Schedule for upcoming programs
 - Grant Report
 - Friends of the Library Report
 - JKPL Endowment Report
 - Quarterly Contract Use Reports
 - Statistics by Residence Area
 - Statistics by Contract / Service Area
4. Discussion of Current Library Operations and Services
 5. Consider approval of JKPL Interim Service / Reopening Plan (Updated)
 6. Discussion of vacancies on the JKPL Board of Trustees
 7. Consider approval of Library Holiday Hours for FY21
 8. Discussion and possible action on the Urban Libraries Council's Statement on Race and Social Equity and the PLA Call on Library Workers to Address Racism
 9. Executive Committee Report
 10. Finance Committee Report
 11. Fundraising Committee Report
 - Notes from Meeting
 12. Furnishings, Art & Facilities Committee Report
 13. Marketing Committee Report
 14. Personnel Committee Report

- Notes from electronic communications
 - Consider approval of revised JKPL Employee Pay Rates and Ranges
15. Policy Committee Report
 - Consider approval of revised JKPL Trustee Job Description
 16. Strategic Planning Report
 17. Meetings and Training
 - Upcoming
 - Recently Attended
 18. Oral Presentations
 19. Adjournment

Date of next regular meeting: Tuesday, August 11, 2020 7:00 pm
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7:00 pm

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Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meeting: June 9, 2020 - **A**
 - Approve June Librarian's Report – **B**
 - Approve Bills:
 - June Bills submitted June 29, 2020 – **C**
 - July Bills - **D**

- Claims Report for June - E
 - June & July Credit Card Claims – F
 - Budget Reports
 - June City Report - G
 - June Library Report - H
 - July Library Report - I
 - Trust Account Reports
 - June Bank Statements – J 1 & 2
 - June Balance Report - K
 - Trust Account Expenditure Report - L
 - June Donations Form - M
 - Program Reports
 - June Report of Programs and Attendance - N
 - July Schedule of events - O
 - Schedule for upcoming programs – **P Not currently available, will post or share at meeting**
 - Grant Report – **Nothing new to report**
 - Friends of the Library Report – **Nothing new to report**
 - JKPL Endowment Report – **P: Fund Activity Statement for May & Great Give Day Transfer information**
 - Quarterly Contract Use Reports
 - Statistics by Residence Area - Q
 - Statistics by Contract / Service Area - R
4. Discussion of Current Library Operations and Services
 5. Consider approval of JKPL Interim Service / Reopening Plan (Updated) – **I am working on adding some items to the plan regarding potential staff exposure (expectations for informing, self-quarantining, testing, etc.). I will post that and send an email when that is ready. I am also looking at our next step in reopening, however with the current numbers in Dubuque County, I don't foresee that being an issue for some time yet.**
 6. Discussion of vacancies on the JKPL Board of Trustees – **The executive committee sent out 11 letters and 3 emails. I heard back from two that were considering it and two that were not available / interested. I will check with city hall on Tuesday to see if any applications have been received.**
 7. Consider approval of Library Holiday Hours for FY21 – **At the first meeting of each FY, the Board establishes a holiday schedule. Since the library is open on weekends, the city paid holidays and the library closing days don't always match exactly. I am enclosing a draft schedule. There are two specific holidays I would like you to review and discuss. Christmas Eve and Christmas Day are city paid holidays. They fall on Thursday and Friday. I suspect the weekend will also be extremely low**

use so am wondering if you would consider closure for Saturday and / or Sunday as well. July 4 is on a Sunday. The city holiday will be on Monday, July 5. Should we close on that day as well or offer this as a floating holiday (like we do for Day after Thanksgiving).

8. Discussion and possible action on the Urban Libraries Council's Statement on Race and Social Equity and the PLA Call on Library Workers to Address Racism – **Enclosed is the email from the ILA Committee for Diversity & Inclusion regarding possible actions, the statement from the Marion Public Library, the statement from the Urban Libraries Council, and the Call to Action for Public Library Workers to Address Racism.**
9. Executive Committee Report – **This committee met electronically to work on board member recruitment.**
10. Finance Committee Report
11. Fundraising Committee Report
 - Notes from Meeting
12. Furnishings, Art & Facilities Committee Report
13. Marketing Committee Report
14. Personnel Committee Report
 - Notes from electronic communications – **14-A**
 - Consider approval of revised JKPL Employee Pay Rates and Ranges **14-B**
15. Policy Committee Report
 - Consider approval of revised JKPL Trustee Job Description – **Several months ago, the Board approved changing the regular meeting time to 7:00 pm. I have changed this job description to reflect that change.**
16. Strategic Planning Report – **Currently, all work on the strategic plan has been postponed, pending being able to meet in person.**
17. Meetings and Training
 - Upcoming – **ARSL conference this fall will be virtual. Registration opens on July 15 and cost will be \$50 for a member so I am planning to register most of the librarians to attend. ILA will also be virtual but I haven't heard any details beyond that.**
 - Recently Attended

18. Oral Presentations
19. Adjournment

Date of next regular meeting: Tuesday, August 11, 2020 7:00 pm

A

**James Kennedy Public Library
Board of Trustees
Minutes of the June 9, 2020 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, June 9, 2020 electronically. With Iowa Cases of Novel Coronavirus, COVID-19, the JKPL Board Meeting was held via Zoom as it was impossible to hold an in-person meeting in the JKPL Program Room. The electronic meeting protected appointed officials, city staff and the public from the possible spread of the virus. JKPL Board members attended the electronic meeting offsite, while the Board President and Library Director attended from within the library facility. Present: Karen Tieskoetter, Mary Jane Meade, Pat Valant, Catherine O’Hea, Karen Kramer, Sue Engelbrecht and Library Director Shirley Vonderhaar. Absent: Angela English, Mike Mullis, and Joe Petsche.

1. President Mary Jane Meade called the meeting to order at 7:11 P.M.
2. Agenda: Sue Engelbrecht MOVED “approval of the Agenda” which motion was seconded by Catherine O’Hea and CARRIED. Ayes: Tieskoetter, Valant, Meade, O’Hea, Kramer, and Engelbrecht. Nays: None.
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Letters of Resignation from Board members Valant, Mullis, and Petsche were accepted with regret.
 - Minutes of Previous Meeting: May 12, 2020
 - May Librarian’s Report
 - Bills
 - June Bills: Some invoices for FY20 are yet to be received and will be approved at a special City Council meeting on June 29. The JKPL Executive Committee will review/approve any additional invoices received and the Board as a whole will review them at the July Board meeting
 - Claims Report for May
 - May & June Credit Card Claims
 - Budget Reports
 - May City Report
 - May Library Report
 - Trust Account Reports
 - May Bank Statements
 - May Balance Report
 - Trust Account Expenditure Report
 - May Donations Form
 - Candy/Snack Sales - \$28.00
 - Plant Sale Fundraiser - \$175.00

- Build-a-Basket Fundraiser – \$1366.00
 - Jean Mueller - \$10.00
- Program Reports
 - May Report on Programs and Attendance
 - June 2-12, 2020 Schedule of Events
 - Schedule for upcoming programs
- Grant Report
 - HRDP grant application has been submitted for Dyersville Mercury and Commercial microfilming and digitizing to the State Historical Society. Friends of the Library agreed to match \$5000, Bob Woodward will contribute \$500, and a match of \$2500 will be included from the JKPL trust account to meet the 2:1 match requirement.
- Friends of the Library Report: None
- JKPL Endowment Report
 - Fund Activity Statement for April 2020

Karen Kramer MOVED “approval of the consent items including authorizing the executive committee to approve any additional bills arriving in June” which was seconded by Pat Valant and CARRIED. Ayes: Tieskoetter, Valant, Meade, O’Hea, Kramer, and Engelbrecht. Nays: None.

4. Discussion of Current Library Operations and Services
 - Library opened by appointment only on June 3rd. Curbside services are still available.
5. Consider approval of JKPL Interim Service/Reopening Plan (Updated)
 - Due to the Covid-19 pandemic and concerns for public and staff health, the JKPL Board has implemented a staged reopening plan, taking into account state, local and CDC guidelines. The JKPL is currently in Stage 2 of this plan which includes curbside service and being open to the public on an appointment basis only, ensuring a capacity of less than 50%. Stage 3 in reopening will be discussed at the July JKPL Board meeting and will only be implemented after 14 consecutive days with no new cases in Dubuque or Delaware Counties. The Board also discussed stepping services back if there is a resurgence of cases locally. After Board discussion Valant MOTIONED to “approve the JKPL Interim Service/Reopening Plan (Updated) incorporating the decision regarding when to implement Stage 3 and the potential of stepping back services.” Second by Kramer and CARRIED. Ayes: Tieskoetter, Valant, Meade, O’Hea, Kramer, and Engelbrecht. Nays: None.
6. Discussion of Vacancies on JKPL Board of Trustees
 - As of July 1, 2020 there will be 3 vacancies on the Board of Trustees. Vacancies will be posted on the library website, in the library, and on social media. Letters

will also be sent out by the executive committee to recruit prospective board members.

7. Consider approval of library wages and salaries effective July 1, 2020
 - After Board discussion Englebrecht MOTIONED to “approve 2% COLA for all library staff, effective July 1, 2020.” Second by Valant and CARRIED. Ayes: Tieskoetter, Valant, Meade, O’Hea, Kramer, and Engelbrecht. Nays: None.
8. Consider rescheduling date for July regular board meeting – The Board will plan to meet in July at their regular meeting date and time
9. Executive Committee Report: None
10. Finance Committee Report: None
11. Fundraising Committee Report: None
12. Furnishings, Art & Facilities Committee Report
 - Annual sprinkler inspection came back with deficiencies. The a/c unit in the server room was also not working due to a bad blower. Both items are being addressed in June.
13. Marketing Committee Report: None
14. Personnel Committee Report: None
15. Policy Committee Report: None
16. Strategic Planning Report: None
17. Meetings and Training
 - Annual ARSL meeting will be held virtually. More staff will have the opportunity to participate since the costs are anticipated to be much lower with the alternative format.
18. Oral Presentations: None
19. MOTION by Kramer to Adjourn at 8:22 PM. Second by Engelbrecht and CARRIED. Ayes: Tieskoetter, Valant, Meade, O’Hea, Kramer, and Engelbrecht. Nays: None.

Catherine O’Hea

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT
 Librarian's report to the Board of Trustees for the month June 2020

B

Additions:

Items purchased: 392 Items donated: 20 Year to date: 3,711
 Items donated previous YTD: 825 Items donated YTD: 533
 Items withdrawn: Books: 544 SCDs: 7 DVDs: 13 Games: 1
 Year to date: Books: 2,620 SCDs: 658 PAWs: 2 Tapes: 10 Kits: 43 DVDs: 1,034 Blu-ray: 1 Games: 48 Puzzles: 37
 New Library Cards Issued City: 5 Contractual: 6 Total: 11 YTD: 205
 Computer use: 33 hours; 21 sessions YTD: 3,811 hours; 5,853 sessions Previous YTD: 6,084 hours; 6,759 sessions
 Meeting Room Use: Library closed to public access YTD: 1,580 Previous YTD: 1,506
 Programs Held: 40 Attendance & Engagements: 901 ; Views : 15,699 Library Visits: 506 YTD: 64,939 Prev. YTD: 84,599

Circulation:

Number of Items Loaned	4,119	Year to Date:	114,030
Previous Year Circ.	12,621	Previous YTD:	129,451
Difference (numerical):	-8,502	Difference (numerical):	-15,421
Difference (percentage):	-67.36%	Difference (percentage):	-11.91%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	2.10	587.16	850.00
Computer Printing:	7.15	869.55	1,275.00
Reader/printer:	0.00	0.00	25.00
Fax:	10.00	605.15	900.00
Computer Use	0.00	150.00	250.00
Holds & Scans	1.00	99.00	100.00
Lost Books and Materials	2.50	533.90	1,000.00
Memberships	0.00	428.00	300.00
Agency Contract fees:	0.00	6,667.99	6,000.00
Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund	0.00	11,053.78	12,950.00
Misc (including Creation Station): survey stipend	100.00	174.59	300.00
Total:	\$122.75	\$21,169.12	\$23,950.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	0.60	83.50
Memorials:	0.00	3,675.00
History Books & Centennial Coins:	0.00	125.00
Adopt a book donations:	14.56	320.26
Friends donation:	6.25	506.00
Other: donations	15.00	708.61
Other: Build-a-basket & plant sale	147.00	23,645.17
Other: fundraisers –snack sales & yard sign	25.00	3,507.00
Total:	\$208.41	\$32,570.54

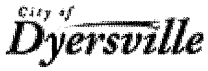
SUMMARY OF ADDITIONS:

	LP	Adult Fiction	Adult & YA Non-fiction	Young Adult Fiction	Juven Fic	Juven Non-fiction	eBook & eAudio	A & YA Audio	Juv. Audio	A& YA Vid	Juv. Vid	CDs, Games Misc.	TOTAL
Curr. Month	19	91	41	2	153	40	19	11	4	16	10	6	412
2019 Month	231	158	37	78	176	20	26	15	2	52	15	16	618
Curr. YTD	233	1015	376	246	867	166	102	112	13	316	106	162	3711
Prev. YTD	156	1382	388	251	695	190	99	144	19	425	156	122	4027

SUMMARY OF CIRCULATION:

	LP	Adult Fiction & NF	YA Fiction & NF	Juven. Fiction & NF	eBks	Mags.	eMags	Total Print Items	eAudio	Adult and YA Audio	Juven. Audio & Kits	Adult & YA video	Juven. video & DVD	Games, LoT etc.	Grand Total
Curr. Mor	401	1154	182	952	366	164	18	3237	185	104	12	348	142	91	4119
2019 mor	727	2537	651	4118	292	282	2	8609	160	408	53	1811	939	641	12621
Difference	-326	-1383	-469	-3166	74	-118	16	-5372	25	-304	-41	-1463	-797	-550	-8502
Current YTD	8759	27054	5535	28069	3395	2949	181	75942	2205	2958	416	18338	8745	5426	114030
Prev. YTD	9223	27431	4602	34979	3694	3875	73	83877	1744	4109	546	23441	9547	6277	129541
Difference	-464	-377	933	-6910	-299	-926	108	-7935	461	-1151	-130	-5103	-802	-851	-15511
Diff. %	-5.0%	-1.4%	20.3%	-19.8%	-8.1%	-23.9%	NA	-9.5%	26.4%	-28.0%	-23.8%	-21.8%	-8.4%	-13.6%	-12.0%

Fregeal Music Downloads: June: 36 downloaded & 175 streamed; 0 video Total FY = 2,166 **Bridges Video Downloads:** June: 0 Total FY = 2
Mango Language Use: June: 2 sessions; FY = 304 total sessions (includes mobile & computer) **Kanopy Video:** June: 33; FY = 408
Adventure Passes Requested: FY = 14 NOTE – subscription for Adventure Passes at Museum has ended; We did not renew this program.



Dyersville, IA

C

Expense Approval Register

Packet: APPKT00529 - End of Fiscal Year Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
TRI-STATE AUTOMATIC SPRINK...	037168-IN	Maintenance - Sprinkler/Backf...	001-5-410-4-63750	MAINTENANCE	1,633.00
VONDERHAAR, SHIRLEY	06.22.20	Software	001-5-410-4-63750	MAINTENANCE	817.62
AMAZON	06.26.20	Computer Repairs	001-5-410-4-63750	MAINTENANCE	79.99
NEWEGG BUSINESS INC	1302821281	Computer - Switch/Upgrade	001-5-410-4-63750	MAINTENANCE	54.00
NEWEGG BUSINESS INC	1302821432	Computer Monitor	001-5-410-4-63750	MAINTENANCE	325.97
NEWEGG BUSINESS INC	1302821715	Computer - Switch Protection ...	001-5-410-4-63750	MAINTENANCE	11.19
NEWEGG BUSINESS INC	1302822212	Computer - Laptops/Upgrade	001-5-410-4-63750	MAINTENANCE	2,547.00
NEWEGG BUSINESS INC	1302822895	Computer keyboard/mosue	001-5-410-4-63750	MAINTENANCE	43.99
NEWEGG BUSINESS INC	1302823113	Computer - Laptop Warranty	001-5-410-4-63750	MAINTENANCE	464.97
MR LOCK & KEY	1374	Repairs - Door	001-5-410-4-63750	MAINTENANCE	110.00
EICK, ROBERT	20-310	Computer Repair/Upgrade	001-5-410-4-63750	MAINTENANCE	150.00
EICK, ROBERT	20-320	Computer Upgrade - Software...	001-5-410-4-63750	MAINTENANCE	1,050.00
EICK, ROBERT	20-335	Computer Upgrade - New Staff...	001-5-410-4-63750	MAINTENANCE	450.00
MEYER MECHANICAL CONTRA...	40116	A/C Repair	001-5-410-4-63750	MAINTENANCE	424.05
BOOK SYSTEMS, INC.	119597	ILS Acquisition Module/Add-on	001-5-410-4-64316	CONTRACTS	2,490.00
SYSTEMS TECHNOLOGY GROU...	12758	Annual Contract for SRP Softw...	001-5-410-4-64316	CONTRACTS	45.00
ACCESS SYSTEMS	27258292	Maintenance Contract	001-5-410-4-64316	CONTRACTS	149.15
MEYER MECHANICAL CONTRA...	70530	Annual Maintenance Contract	001-5-410-4-64316	CONTRACTS	1,650.00
VONDERHAAR, SHIRLEY	06.15.20	Supplies - Hand Sanitizer	001-5-410-4-65060	OFFICE SUPPLIES	59.90
AMAZON	06.26.20	Supplies	001-5-410-4-65060	OFFICE SUPPLIES	71.77
AMAZON	06.26.20A	Supplies - COVID-19	001-5-410-4-65060	OFFICE SUPPLIES	25.29
AMAZON	06.26.20A	Supplies	001-5-410-4-65060	OFFICE SUPPLIES	19.90
BAKER & TAYLOR BOOKS	2035258146	CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	15.96
ACE HOMEWORKS	219893	Supplies - Doorbell	001-5-410-4-65060	OFFICE SUPPLIES	32.99
DYERSVILLE AREA CHAMBER O...	CD4833	Programs - Prizes	001-5-410-4-65060	OFFICE SUPPLIES	100.00
WEBER PAPER COMPANY	D092175	Supplies - Office	001-5-410-4-65060	OFFICE SUPPLIES	74.70
AMAZON	06.26.20	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	-21.80
AMAZON	06.26.20	Creative Spaces	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	2.99
AMAZON	06.26.20	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	83.80
AMAZON	06.26.20	Subscriptions	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	227.96
AMAZON	06.26.20	DVDs	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	-17.96
AMAZON	06.26.20A	DVDs	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	55.32
OVERDRIVE	06497CO20169378	Electronic Media	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	631.65
TUMBLEWEED PRESS INC.	100002	Databases/Reference	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	3,835.80
BAKER & TAYLOR BOOKS	2035198476	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	4.19
BAKER & TAYLOR BOOKS	2035201345	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	83.70
BAKER & TAYLOR BOOKS	2035257197	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	122.39
BAKER & TAYLOR BOOKS	2035257197	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	47.03
BAKER & TAYLOR BOOKS	2035258146	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	99.52
BAKER & TAYLOR BOOKS	2035262241	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	681.37
BAKER & TAYLOR BOOKS	2035273781	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	92.11
BAKER & TAYLOR BOOKS	2035315181	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	163.05
PERRY PUBLIC LIBRARY	3249106	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	34.00
LIBRARY IDEAS	76532	Electronic Media	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	10.50
Department 410 - LIBRARY Total:					19,032.06
Fund 001 - GENERAL FUND Total:					19,032.06
Fund: 002 - LIBRARY TRUST FUND					
Department: 410 - LIBRARY					
AMAZON	06.26.20	Programs - SRP Supplies	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	80.71
BAKER & TAYLOR BOOKS	2035201345	Tauke Memorial	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	16.24
BAKER & TAYLOR BOOKS	2035257197	Adopt A Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	14.56
BAKER & TAYLOR BOOKS	2035257197	Tauke Memorial	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	31.92

Expense Approval Register

Packet: APPKT00529 - End of Fiscal Year Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
SCHOLASTIC INC.	22843245	SLP Supplies & Books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	216.00
SCHOLASTIC INC.	22843246	Programs Children's Books SLP	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	423.00
CENGAGE LEARNING	70638272	Programs - Digmann LP	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	59.98
DYERSVILLE AREA CHAMBER O...	CD4833	Programs - TACKL Prizes	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	100.00
SCHOOL LIFE	INV-200035377	Program - SLP - Friends	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	173.30
				Department 410 - LIBRARY Total:	1,115.71
				Fund 002 - LIBRARY TRUST FUND Total:	1,115.71
				Grand Total:	20,147.77

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	19,032.06
002 - LIBRARY TRUST FUND	<u>1,115.71</u>
Grand Total:	20,147.77

Account Summary

Account Number	Account Name	Expense Amount
001-5-410-4-63750	MAINTENANCE	8,161.78
001-5-410-4-64316	CONTRACTS	4,334.15
001-5-410-4-65060	OFFICE SUPPLIES	400.51
001-5-410-4-67701	BOOKS/FILMS/RECORDS/...	6,135.62
002-5-410-4-67700	LIBRARY TRUST EXPENDI...	<u>1,115.71</u>
	Grand Total:	20,147.77

Project Account Summary

Project Account Key	Expense Amount
None	12,896.44
410AB	99.52
410AF	1,151.06
410AN	100.59
410DVD	37.36
410EM	642.15
410LP	34.00
410PF	4.19
410R	3,835.80
410SS	2.99
410SUB	227.96
410TAAB	14.56
410TMEM	48.16
410TPROG	<u>1,052.99</u>
	Grand Total:
	20,147.77

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

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President, Board of Trustees

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.ATTEST: _____ Date _____
Secretary, Board of Trustees

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Dyersville, IA

Expense Approval Register

Packet: APPKT00544 - July Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
EICK, ROBERT	21-330	Computer - Software Upgrade	001-5-410-4-63750	MAINTENANCE	600.00
EICK, ROBERT	21-340	Computer - Software Upgrade	001-5-410-4-63750	MAINTENANCE	300.00
EICK, ROBERT	21-350	Computer - Software Upgrade	001-5-410-4-63750	MAINTENANCE	200.00
BAKER & TAYLOR BOOKS	2035280102	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	3.99
ARTHRITIS TODAY	07.01.20	Subscription - 1 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	12.95
LOVE OF QUILTING	07.01.20	Subscription - 1 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	18.97
REMIND MAGAZINE	07.01.20	Subscription - 1 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	23.88
BAKER & TAYLOR BOOKS	2035280102	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	19.25
BAKER & TAYLOR BOOKS	2035328597	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	93.49
FINDAWAY WORLD LLC	322582	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	603.12
PROQUEST	70624347	Reference - Genealogy	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	1,330.33
LIBRARY IDEAS	74086	Reference - Data base - stream...	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	2,500.00
LIBRARY IDEAS	77066	Electronic Media	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	4.50
Department 410 - LIBRARY Total:					5,710.48
Fund 001 - GENERAL FUND Total:					5,710.48
Fund: 002 - LIBRARY TRUST FUND					
Department: 410 - LIBRARY					
KANOPY, INC.	204172 - PPU	Programs - Streaming Video	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	14.00
Department 410 - LIBRARY Total:					14.00
Fund 002 - LIBRARY TRUST FUND Total:					14.00
Grand Total:					5,724.48

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

President, Board of Trustees

Secretary, Board of Trustees

Date

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	5,710.48
002 - LIBRARY TRUST FUND	14.00
Grand Total:	5,724.48

Account Summary

Account Number	Account Name	Expense Amount
001-5-410-4-63750	MAINTENANCE	1,100.00
001-5-410-4-65060	OFFICE SUPPLIES	3.99
001-5-410-4-67701	BOOKS/FILMS/RECORDS/...	4,606.49
002-5-410-4-67700	LIBRARY TRUST EXPENDI...	14.00
Grand Total:		5,724.48

Project Account Summary

Project Account Key	Expense Amount
None	1,103.99
410AB	19.25
410AF	93.49
410EM	4.50
410PF	603.12
410R	3,830.33
410SUB	55.80
410TPROG	14.00
Grand Total:	5,724.48

**James Kennedy Public Library
June 2020 Claims Report**

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	\$725.00
Black Hills	Gas / Heat	34.17
Alliant Energy	Electricity (2 months)	1,789.37
Mediacom	Phone (2 months)	218.38
Total		\$2,766.92

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundry	Cleaning fee / mat	21.94
Dawn Schrandt	Posted in May	-6.58
Pitney Bowes	Shipping	68.55
Total		\$83.91

June 2020 Budget	
June 2020 Claims submitted	\$11,017.31
June 2020 Claims submitted – final	19,032.06
Utility and Contractual from Bills above	2,766.92
Miscellaneous Bills from above	83.91
Total wages and benefits	25,095.11
Total June 2020 expenses	\$57,995.31

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

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Credit Card Claims for June & July 2020

Date	Vendor	Items	Amount
6/15/2020	Mediacom	Telephone	109.19
6/30/2020	Facebook	Ads	4.15
7/1/2020	Amazon	Writer's Digest	19.96
6.30/2020	Amazon	Farm & Ranch Living	17.98
6/29/2020	Amazon	Sports Illustrated	20.00
7/2/2020	Amazon	Woman's World	59.60
7/2/2020	Amazon	First For Women	19.97



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND							
Expense							
<u>001-5-410-4-60100</u>	SALARIES	237,059.00	237,059.00	18,139.37	230,505.74	6,553.26	2.76 %
<u>001-5-410-4-61100</u>	FICA	14,698.00	14,698.00	1,092.40	13,890.48	807.52	5.49 %
<u>001-5-410-4-61200</u>	MEDICARE	3,437.00	3,437.00	255.52	3,248.86	188.14	5.47 %
<u>001-5-410-4-61300</u>	IPERS	22,378.00	22,378.00	1,712.34	21,718.76	659.24	2.95 %
<u>001-5-410-4-61500</u>	GROUP INSURANCE	40,757.00	40,757.00	3,878.28	42,359.67	-1,602.67	-3.93 %
<u>001-5-410-4-61700</u>	SUI	188.00	188.00	17.20	368.17	-180.17	-95.84 %
<u>001-5-410-4-62100</u>	DUES	750.00	750.00	15.00	761.00	-11.00	-1.47 %
<u>001-5-410-4-62300</u>	MEETINGS/TRAINING	2,500.00	2,500.00	0.00	650.88	1,849.12	73.96 %
<u>001-5-410-4-63710</u>	ELECTRICITY	14,000.00	14,000.00	1,789.37	13,358.47	641.53	4.58 %
<u>001-5-410-4-63711</u>	GAS HEAT	2,500.00	2,500.00	34.17	1,925.53	574.47	22.98 %
<u>001-5-410-4-63730</u>	TELEPHONE	700.00	700.00	218.38	2,164.66	-1,464.66	-209.24 %
<u>001-5-410-4-63750</u>	MAINTENANCE	9,000.00	9,000.00	8,161.78	34,158.70	-25,158.70	-279.54 %
<u>001-5-410-4-64080</u>	INSURANCE PREMIUM	7,711.00	7,711.00	0.00	5,857.00	1,854.00	24.04 %
<u>001-5-410-4-64316</u>	CONTRACTS	0.00	0.00	4,971.89	11,161.79	-11,161.79	0.00 %
<u>001-5-410-4-64322</u>	CONTRACTED SERVICES	8,220.00	8,220.00	725.00	7,340.00	880.00	10.71 %
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	21,000.00	21,000.00	1,851.11	15,401.72	5,598.28	26.66 %
<u>001-5-410-4-67210</u>	FURNITURE/FIXTURES	0.00	0.00	0.00	23.84	-23.84	0.00 %
<u>001-5-410-4-67701</u>	BOOKS/FILMS/RECORDS/SUBSCRIP	59,740.00	59,740.00	15,133.50	62,395.32	-2,655.32	-4.44 %
	Expense Total:	444,638.00	444,638.00	57,995.31	467,290.59	-22,652.59	-5.09 %
	Fund: 001 - GENERAL FUND Total:	444,638.00	444,638.00	57,995.31	467,290.59	-22,652.59	-5.09 %
Fund: 002 - LIBRARY TRUST FUND							
Expense							
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	30,000.00	30,000.00	1,780.35	28,611.40	1,388.60	4.63 %
	Expense Total:	30,000.00	30,000.00	1,780.35	28,611.40	1,388.60	4.63 %
	Fund: 002 - LIBRARY TRUST FUND Total:	30,000.00	30,000.00	1,780.35	28,611.40	1,388.60	4.63 %
	Report Total:	474,638.00	474,638.00	59,775.66	495,901.99	-21,263.99	-4.48 %

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James Kennedy Public Library FY20 Operating Budget							
	FY20	May	June	Received to date	Difference	% Expended To date	FY19 Expense thru June 19
ESTIMATED REVENUES:							
Dubuque County Library Agency	6,000.00	6,667.99	122.75	6,790.74	-790.74		4,691.91
Fees from copier, R/P, etc.	5,000.00	5.55	0.00	3,237.85	1,762.15		4,732.28
Open Access	10,500.00	0.00	0.00	10,651.98	-151.98		10,458.17
Access Plus / ILL	450.00	0.00	0.00	401.80	48.20		441.45
Direct State Aid	2,000.00	0.00	0.00	1,775.69	224.31		1,990.83
TOTAL:	23,950.00	6,673.54	122.75	22,858.06	1,091.94		22,314.64
				22,858.06	1,091.94		22,314.64
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES				Spent to date	Remaining		Spent to date
Wages	237,059.00	21,381.78	18,139.37	230,505.74	6,553.26	97.2%	221,187.88
FICA	14,698.00	1,293.41	1,092.40	13,890.48	807.52	94.5%	13,300.54
Medicare	3,437.00	302.49	255.52	3,248.86	188.14	94.5%	3,110.55
IPERS	22,378.00	2,018.39	1,712.34	21,718.76	659.24	97.1%	20,844.02
SUI	188.00	21.34	17.20	368.17	-180.17	195.8%	351.78
Group Insurance	40,757.00	3,793.14	3,878.28	42,359.67	-1,602.67	103.9%	38,653.72
Meetings and training	2,500.00	0.00	0.00	650.88	1,849.12	26.0%	2,878.90
Dues and memberships	750.00	0.00	15.00	761.00	-11.00	101.5%	849.50
TOTAL:	321,767.00	28,810.55	25,110.11	313,503.56	8,263.44	97.4%	301,176.89
				313,503.56	8,263.44		301,176.89
CONTRACTUAL SERVICES:							
Utilities (telephone)	700.00	109.19	218.38	2,164.66	-1,464.66	309.2%	4,671.32
Electricity	14,000.00	797.01	1,789.37	13,358.47	641.53	95.4%	13,294.48
Gas / Heat	2,500.00	107.41	34.17	1,925.53	574.47	77.0%	2,674.19
Insurance (bldg)	7,711.00	0.00	0.00	5,857.00	1,854.00	76.0%	5,507.00
Legal Fees	0.00	0.00	0.00	0.00	0.00	NA	0.00
Custodial services	8,000.00	300.00	725.00	7,175.00	825.00	89.7%	7,800.00
Window cleaning	220.00	0.00	100.00	265.00	-45.00	120.5%	280.00
Service / Maintenance Contracts	9,000.00	644.15	4,871.89	11,061.79	-2,061.79	122.9%	5,973.42
TOTAL:	42,131.00	1,957.76	7,738.81	41,807.45	323.55	99.2%	40,200.41
				41,807.45	323.55		40,200.41
SUPPLIES:							
General library supplies	10,000.00	344.70	1,751.11	11,918.89	-1,918.89	119.2%	10,846.56
Program fees & supplies	2,500.00	47.41	100.00	2,448.52	51.48	97.9%	2,917.31
Marketing & advertising	1,500.00	45.50	0.00	961.57	538.43	64.1%	1,009.68
Maintenance and Repairs	31,950.00	120.98	8,161.78	34,237.54	-2,287.54	107.2%	7,524.52
TOTAL	45,950.00	558.59	10,012.89	49,566.52	-3,616.52	107.9%	22,298.07
				49,566.52	-3,616.52		22,298.07
BOOKS AND MATERIALS							
Adult fiction	8,000.00	792.20	1,863.06	8,764.77	-764.77	109.6%	9,636.42
Adult nonfiction	5,000.00	699.98	485.21	5,051.28	-51.28	101.0%	5,034.39
YA fiction	2,000.00	214.94	0.00	2,046.60	-46.60	102.3%	2,448.83
YA nonfiction	800.00	0.00	0.00	541.78	258.22	67.7%	522.75
Juvenile fiction	7,500.00	733.02	3,623.64	8,157.02	-657.02	108.8%	6,640.99
Juvenile nonfiction	3,500.00	0.00	2,578.77	3,516.98	-16.98	100.5%	3,336.12
Large Print	3,500.00	0.00	34.00	3,536.85	-36.85	101.1%	3,056.30
Electronic media (ebooks, etc.)	6,000.00	1,061.85	642.15	5,536.52	463.48	92.3%	5,367.93
Reference & electronic databases	5,000.00	0.00	3,835.80	8,043.44	-3,043.44	160.9%	4,972.60
Periodicals and newspapers	4,500.00	959.96	491.33	4,401.04	98.96	97.8%	4,139.61
Audiobooks (CD, playaway)	4,200.00	852.61	735.18	3,964.60	235.40	94.4%	3,950.19
Software & Gaming	2,000.00	538.79	0.00	2,009.65	-9.65	100.5%	2,010.12
DVDs	6,500.00	849.65	838.38	6,408.75	91.25	98.6%	6,295.82
SS / Creation Station	1,240.00	2.99	5.98	433.78	806.22	35.0%	618.26
TOTAL:	59,740.00	6,705.99	15,133.50	62,413.06	-2,673.06	104.5%	58,030.33
				62,413.06	-2,673.06		58,030.33
TOTAL EXPENDITURES:	469,588.00	38,032.89	57,995.31	467,290.59	2,297.41	99.5%	421,705.70
TOTAL REVENUES:	23,950.00	6,673.54	122.75	22,858.06	1,091.94	95.4%	22,314.64
ACTUAL ASKING	445,638.00	31,359.35	57,872.56	444,432.53	1,205.47	99.7%	399,391.06
Capital Improvement				0.00			0.00
Total Expenditures	469,588.00	38,032.89	57,995.31	467,290.59	2,297.41		421,705.70

James Kennedy Public Library FY20 Operating Budget							
	FY20	June '19	Total FY19	Budget	Amount	Over/Under	
ESTIMATED REVENUES:		expenses	expenses	Projection	Over/Under	Budget	
Dubuque County Library Agency	6,000.00	0.00	4,691.91				
Fees from copier, R/P, etc.	5,000.00	162.52	4,732.28				
Open Access	10,500.00	0.00	10,458.17				
Access Plus / ILL	450.00	0.00	441.45				
Direct State Aid	2,000.00	0.00	1,990.83				
TOTAL:	23,950.00	162.52	22,314.64				
			22,314.64				
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES			Spent to date				
Wages	237,059.00	17,884.00	221,187.88	237,059.00	-6,553	0.97	
FICA	14,698.00	1,074.19	13,300.54	14,698.00	-808	0.95	
Medicare	3,437.00	251.23	3,110.55	3,437.00	-188	0.95	
IPERS	22,378.00	1,690.06	20,844.02	22,378.00	-659	0.97	
SUI	188.00	16.53	351.78	188.00	180	1.96	
Group Insurance	40,757.00	3,457.62	38,653.72	40,757.00	1,603	1.04	
Meetings and training	2,500.00	451.24	2,878.90	2,500.00	-1,849	0.26	
Dues and memberships	750.00	15.00	849.50	750.00	11	1.01	
TOTAL:	321,767.00	24,839.87	301,176.89	321,767.00	-8,263	0.97	
			301,176.89				
CONTRACTUAL SERVICES:							
Utilities (telephone)	700.00	771.36	4,671.32	700.00	1,465	3.09	
Electricity	14,000.00	959.55	13,294.48	14,000.00	-642	0.95	
Gas / Heat	2,500.00	33.55	2,674.19	2,500.00	-574	0.77	
Insurance (bldg)	7,711.00	0.00	5,507.00	7,711.00	-1,854	0.76	
Legal Fees	0.00	0.00	0.00	Zero	0	Nothing	
Custodial services	8,000.00	750.00	7,800.00	8,000.00	-825	0.90	
Window cleaning	220.00	0.00	280.00	220.00	45	1.20	
Service / Maintenance Contracts	9,000.00	1,543.59	5,973.42	9,000.00	2,062	1.23	
TOTAL:	42,131.00	4,058.05	40,200.41	42,131.00	-324	0.99	
			40,200.41				
SUPPLIES:							
General library supplies	10,000.00	1,689.41	10,846.56	10,000.00	1,919	1.19	
Program fees & supplies	2,500.00	376.83	2,917.31	2,500.00	-51	0.98	
Marketing & advertising	1,500.00	295.97	1,009.68	1,500.00	-538	0.64	
Maintenance and Repairs	31,950.00	1,988.49	7,524.52	31,950.00	2,288	1.07	
TOTAL	45,950.00	4,350.70	22,298.07	45,950.00	3,617	1.08	
			22,298.07				
BOOKS AND MATERIALS							
Adult fiction	8,000.00	1,222.29	9,636.42	8,000.00	765	1.10	
Adult nonfiction	5,000.00	547.33	5,034.39	5,000.00	51	1.01	
YA fiction	2,000.00	813.62	2,448.83	2,000.00	47	1.02	
YA nonfiction	800.00	395.56	522.75	800.00	-258	0.68	
Juvenile fiction	7,500.00	1,625.06	6,640.99	7,500.00	657	1.09	
Juvenile nonfiction	3,500.00	242.92	3,336.12	3,500.00	17	1.00	
Large Print	3,500.00	1,101.18	3,056.30	3,500.00	37	1.01	
Electronic media (ebooks, etc.)	6,000.00	1,598.57	5,367.93	6,000.00	-463	0.92	
Reference & electronic databases	5,000.00	0.00	4,972.60	5,000.00	3,043	1.61	
Periodicals and newspapers	4,500.00	85.44	4,139.61	4,500.00	-99	0.98	
Audiobooks (CD, playaway)	4,200.00	220.19	3,950.19	4,200.00	-235	0.94	
Software & Gaming	2,000.00	0.00	2,010.12	2,000.00	10	1.00	
DVDs	6,500.00	789.26	6,295.82	6,500.00	-91	0.99	
SS / Creation Station	1,240.00	161.98	618.26	1,240.00	-806	0.35	
TOTAL:	59,740.00	8,803.40	58,030.33	59,740.00	2,673	1.04	
			58,030.33				
TOTAL EXPENDITURES:	469,588.00	42,052.02	421,705.70	469,588.00	-2,297	1.00	
TOTAL REVENUES:	23,950.00	162.52	22,314.64	23,950.00	-1,092	0.95	
ACTUAL ASKING	445,638.00	41,889.50	399,391.06	445,638.00	-1,205	1.00	
Capital Improvement		-12,040.00	0.00				
Total Expenditures	469,588.00	30,012.02	421,705.70				

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James Kennedy Public Library FY21 Operating Budget							
	FY21	July (est)	Received to date	Difference	% Expended To date	FY20 Expense thru July 19	July '19 expenses
ESTIMATED REVENUES:							
Dubuque County Library Agency	5,000.00	0.00	0.00	5,000.00		0.00	0.00
Fees from copier, R/P, etc.	5,000.00	100.00	100.00	4,900.00		504.30	504.30
Open Access	10,600.00	0.00	0.00	10,600.00		0.00	0.00
Access Plus / ILL	400.00	0.00	0.00	400.00		0.00	0.00
Direct State Aid	2,000.00	0.00	0.00	2,000.00		0.00	0.00
TOTAL:	23,000.00	100.00	100.00	22,900.00		504.30	504.30
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES			Spent to date	Remaining			
Wages	244,711.00	18,400.00	18,400.00	226,311.00	7.5%	17,680.04	17,680.04
FICA	15,172.00	1,140.80	1,140.80	14,031.20	7.5%	1,061.56	1,061.56
Medicare	3,548.00	266.80	266.80	3,281.20	7.5%	248.27	248.27
IPERS	23,101.00	1,736.96	1,736.96	21,364.04	7.5%	1,668.99	1,668.99
SUI	194.00	18.40	18.40	175.60	9.5%	67.82	67.82
Group Insurance	41,800.00	3,800.00	3,800.00	38,000.00	9.1%	3,307.00	3,307.00
Meetings and training	2,500.00	0.00	0.00	2,500.00	0.0%	0.00	0.00
Dues and memberships	750.00	0.00	0.00	750.00	0.0%	0.00	0.00
TOTAL:	331,776.00	25,362.96	25,362.96	306,413.04	7.6%	24,033.68	24,033.68
CONTRACTUAL SERVICES:							
Utilities (telephone)	700.00	110.00	110.00	590.00	15.7%	0.00	0.00
Electricity	14,000.00	1,500.00	1,500.00	12,500.00	10.7%	1,303.23	1,303.23
Gas / Heat	2,500.00	40.00	40.00	2,460.00	1.6%	38.48	38.48
Insurance (bldg)	6,500.00	0.00	0.00	6,500.00	0.0%	0.00	0.00
Legal Fees	0.00	0.00	0.00	0.00	NA	0.00	0.00
Custodial services	8,000.00	600.00	600.00	7,400.00	7.5%	450.00	450.00
Window cleaning	300.00	0.00	0.00	300.00	0.0%	0.00	0.00
Service / Maintenance Contracts	9,500.00	0.00	0.00	9,500.00	0.0%	0.00	0.00
TOTAL:	41,500.00	2,250.00	2,250.00	39,250.00	5.4%	1,791.71	1,791.71
SUPPLIES:							
General library supplies	10,000.00	3.99	3.99	9,996.01	0.0%	1,298.35	1,298.35
Program fees & supplies	2,500.00	0.00	0.00	2,500.00	0.0%	31.00	31.00
Marketing & advertising	1,500.00	0.00	0.00	1,500.00	0.0%	0.00	0.00
Maintenance and Repairs	7,000.00	1,100.00	1,100.00	5,900.00	15.7%	0.00	0.00
TOTAL	21,000.00	1,103.99	1,103.99	19,896.01	5.3%	1,329.35	1,329.35
BOOKS AND MATERIALS							
Adult fiction	8,000.00	93.49	93.49	7,906.51	1.2%	0.00	0.00
Adult nonfiction	5,000.00	0.00	0.00	5,000.00	0.0%	29.95	29.95
YA fiction	2,000.00	603.12	603.12	1,396.88	30.2%	0.00	0.00
YA nonfiction	800.00	0.00	0.00	800.00	0.0%	0.00	0.00
Juvenile fiction	8,500.00	0.00	0.00	8,500.00	0.0%	0.00	0.00
Juvenile nonfiction	4,000.00	0.00	0.00	4,000.00	0.0%	0.00	0.00
Large Print	3,500.00	0.00	0.00	3,500.00	0.0%	213.17	213.17
Electronic media (ebooks, etc.)	6,000.00	4.50	4.50	5,995.50	0.1%	0.00	0.00
Reference & electronic databases	5,000.00	3,830.33	3,830.33	1,169.67	76.6%	1,279.16	1,279.16
Periodicals and newspapers	4,500.00	55.80	55.80	4,444.20	1.2%	24.00	24.00
Audiobooks (CD, playaway)	4,200.00	19.25	19.25	4,180.75	0.5%	0.00	0.00
Software & Gaming	2,000.00	0.00	0.00	2,000.00	0.0%	0.00	0.00
DVDs	6,500.00	0.00	0.00	6,500.00	0.0%	0.00	0.00
SS / Creation Station	1,500.00	0.00	0.00	1,500.00	0.0%	0.00	0.00
TOTAL:	61,500.00	4,606.49	4,606.49	56,893.51	7.5%	1,546.28	1,546.28
TOTAL EXPENDITURES:	455,776.00	33,323.44	33,323.44	422,452.56	7.3%	28,701.02	28,701.02
TOTAL REVENUES:	23,000.00	100.00	100.00	22,900.00	0.4%	504.30	504.30
ACTUAL ASKING	432,776.00	33,223.44	33,223.44	399,552.56	7.7%	28,196.72	28,196.72
Capital Improvement	28,000.00		0.00				
Total Expenditures	483,776.00	33,323.44	33,323.44	422,452.56		28,701.02	28,701.02

James Kennedy Public Library FY21 Operating Budget						
	FY21	Total FY20	Budget	Amount	Over/Under	
ESTIMATED REVENUES:		expenses	Projection	Over/Under	Budget	
Dubuque County Library Agency	5,000.00	6,790.74				
Fees from copier, R/P, etc.	5,000.00	3,237.85				
Open Access	10,600.00	10,651.98				
Access Plus / ILL	400.00	401.80				
Direct State Aid	2,000.00	1,775.69				
TOTAL:	23,000.00	22,858.06				
		22,858.06				
ESTIMATED EXPENDITURES:						
PERSONAL SERVICES		Spent to date				
Wages	244,711.00	230,505.74	18,769.60	-370	0.98	
FICA	15,172.00	13,890.48	1,159.50	-19	0.98	
Medicare	3,548.00	3,248.86	271.13	-4	0.98	
IPERS	23,101.00	21,718.76	1,775.21	-38	0.98	
SUI	194.00	368.17	35.74	-17	0.51	
Group Insurance	41,800.00	42,359.67	3,263.31	537	1.16	
Meetings and training	2,500.00	650.88	Zero	0	Nothing	
Dues and memberships	750.00	761.00	Zero	0	Nothing	
TOTAL:	331,776.00	313,503.56	25,434.47	-72	1.00	
		313,503.56				
CONTRACTUAL SERVICES:						
Utilities (telephone)	700.00	2,164.66	Zero	0	Nothing	
Electricity	14,000.00	13,358.47	1,365.82	134	1.10	
Gas / Heat	2,500.00	1,925.53	49.96	-10	0.80	
Insurance (bldg)	6,500.00	5,857.00	Zero	0	Nothing	
Legal Fees	0.00	0.00	Zero	0	Nothing	
Custodial services	8,000.00	7,175.00	501.74	98	1.20	
Window cleaning	300.00	265.00	Zero	0	Nothing	
Service / Maintenance Contracts	9,500.00	11,061.79	Zero	0	Nothing	
TOTAL:	41,500.00	41,807.45	1,778.53	471	1.27	
		41,807.45				
SUPPLIES:						
General library supplies	10,000.00	11,918.89	1,089.32	-1,085	0.00	
Program fees & supplies	2,500.00	2,448.52	31.65	-32	0.00	
Marketing & advertising	1,500.00	961.57	Zero	0	Nothing	
Maintenance and Repairs	7,000.00	34,237.54	Zero	0	Nothing	
TOTAL	21,000.00	49,566.52	563.21	541	1.96	
		49,566.52				
BOOKS AND MATERIALS						
Adult fiction	8,000.00	8,764.77	Zero	0	Nothing	
Adult nonfiction	5,000.00	5,051.28	29.65	-30	0.00	
YA fiction	2,000.00	2,046.60	Zero	0	Nothing	
YA nonfiction	800.00	541.78	Zero	0	Nothing	
Juvenile fiction	8,500.00	8,157.02	Zero	0	Nothing	
Juvenile nonfiction	4,000.00	3,516.98	Zero	0	Nothing	
Large Print	3,500.00	3,536.85	210.95	-211	0.00	
Electronic media (ebooks, etc.)	6,000.00	5,536.52	Zero	0	Nothing	
Reference & electronic database	5,000.00	8,043.44	795.16	3,035	4.82	
Periodicals and newspapers	4,500.00	4,401.04	24.54	31	2.27	
Audiobooks (CD, playaway)	4,200.00	3,964.60	Zero	0	Nothing	
Software & Gaming	2,000.00	2,009.65	Zero	0	Nothing	
DVDs	6,500.00	6,408.75	Zero	0	Nothing	
SS / Creation Station	1,500.00	433.78	Zero	0	Nothing	
TOTAL:	61,500.00	62,413.06	0	4,606	#DIV/0!	
		62,413.06				
TOTAL EXPENDITURES:	455,776.00	467,290.59	27,993.79	5,330	1.19	
TOTAL REVENUES:	23,000.00	22,858.06	507.43	-407	0.20	
ACTUAL ASKING	432,776.00	444,432.53	27,457.18	5,766	1.21	
Capital Improvement	28,000.00	0.00				
Total Expenditures	483,776.00	467,290.59				



PO BOX 1700 IOWA CITY IA 52244-1700
TELEPHONE: 800-247-4418

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071 00016 02 PAGE: 1
ACCOUNT: XXXXXXXXXXXX4356 06/30/2020

RETURN SERVICE REQUESTED



1054 1 AV 0.386
CITY OF DYERSVILLE
JAMES KENNEDY PUBLIC LIBRARY TRUST
340 1ST AVE E
DYERSVILLE IA 52040-1203

1054
4



B

Dyersville - Main
301 First Avenue E
Dyersville, IA 52040

TELEPHONE: 563-875-2491

BUSINESS MONEY MKT ACCOUNT XXXXXXXXXXXX4356

MINIMUM BALANCE	50,940.44	LAST STATEMENT 05/29/20	50,940.44
AVG AVAILABLE BALANCE	50,940.44	1 CREDITS	11.17
AVERAGE BALANCE	50,940.44	DEBITS	.00
		THIS STATEMENT 06/30/20	50,951.61

----- OTHER CREDITS -----			
DESCRIPTION		DATE	AMOUNT
INTEREST		06/30	11.17

----- I N T E R E S T -----

AVERAGE LEDGER BALANCE:	50,940.44	INTEREST EARNED:	11.17
AVERAGE AVAILABLE BALANCE:	50,940.44	DAYS IN PERIOD:	32
INTEREST PAID THIS PERIOD:	11.17	ANNUAL PERCENTAGE YIELD EARNED:	.25%
INTEREST PAID 2020:	119.66		

----- DAILY BALANCE -----		
DATE.....BALANCE	DATE.....BALANCE	DATE.....BALANCE
06/30 50,951.61		

7/6/20
WS



MidWestOne.com
Member FDIC



1054
4157

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4250 Asbury Rd
Dubuque, IA 52002



Date	6/30/20	Page	1
Primary Account			617571
Enclosures			1

748487

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

7/18/20
Wze

Checking Account

MONEY MARKET		Number of Enclosures	1
Account Number	617571	Statement Dates	6/01/20 thru 6/30/20
Previous Balance	23,017.69	Days in the statement period	30
1 Deposits/Credits	208.41	Average Ledger	23,048.65
1 Checks/Debits	1,780.35	Average Collected	23,048.65
Service Charge	.00	Interest Earned	20.83
Interest Paid	20.83	Annual Percentage Yield Earned	1.11%
Current Balance	21,466.58	2020 Interest Paid	81.88

Activity in Date Order

Date	Description	Amount	
6/18	Deposit/Credit	208.41	23,226.10
6/30	Interest Deposit	20.83	23,246.93
6/30	Transfer from x7571 to x5358 June claims	1,780.35-	21,466.58

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
6/01	23,017.69	6/18	23,226.10	6/30	21,466.58

Interest Rate Summary

Date	Rate
5/31	1.100000%



K

TRUST ACCOUNT REPORT for June 2020

American Trust / MidWestOne Bank - balance on hand July 1, 2019 \$ 40,677.91

December 31, 2019 interest	\$ 26.83	\$ 40,831.95
January 31, 2020 interest	\$ 26.01	\$ 40,857.96
February 2, 2020 - deposit per Board decision	\$ 10,000.00	\$ 50,857.96
February 28, 2020 - interest	\$ 28.44	\$ 50,886.40
March 31, 2020 interest	\$ 33.46	\$ 50,919.86
April 30, 2020 interest	\$ 10.46	\$ 50,930.32
May 29, 2020 interest	\$ 10.12	\$ 50,940.44
June 30, 2020 interest	\$ 11.17	\$ 50,951.61

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Fidelity Bank and Trust

Balances May 31, 2020 \$ 1,947.67 \$ 23,017.69

Deposits

June 18, 2020

Candy / Snack sales fundraiser	\$ 13.00	
Plant sale fundraiser	\$ 50.00	
Build-a-basket fundraiser	\$ 97.00	
Adopt-a-book	\$ 14.56	
Misc. donations	\$ 15.00	
Hoffman Room	\$ 2.00	
Yard sale sign	\$ 10.00	
Conscious Box	\$ 0.60	
Friends booksale / donation	\$ 6.25	\$ 208.41

June 30, 2020

Interest	\$ 20.83	\$ 20.83	\$ 229.24
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Debits:

June 30, 2020

Kanopy Streaming Video (fundraising)	\$ 10.00	
Love My Library 2019 - Large print	\$ 145.54	
Facebook ad - Build a basket & Gudenkauf	\$ 30.85	
Large Print materials - Digmann donation	\$ 328.09	
Adopt-a-book	\$ 14.56	
SRP incentives & programs - Friends	\$ 733.43	
SRP incentives - TACKL	\$ 316.00	
Large print materials - Brueckner memorial	\$ 105.78	
Books - Tauke memorial	\$ 48.16	
Love My Library 2020 - book club books	\$ 47.94	\$ 1,780.35

Balances June 30, 2020

\$ 167.32 \$ 21,466.58

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L

Trust Account Income & Expenditure Report FY20

		in account	New Deposits						
Amount in American Trust		\$40,677.91							
Amount in Fidelity		\$28,641.56							
INCOME: (as of July 1, 2018)									REMAINING:
DONATIONS:									DONATIONS:
Previous Fundraisers		\$13,103.17							\$12,350.84
Coloring books	FY19	\$135.00		Jul-19	Kanopy	\$32.00			
				Jun-20	Kanopy	\$10.00			
Wine Glasses	FY19	\$20.00							\$20.00
FY19 Raffles	FY19	\$250.50		Nov-19	Cover One	\$281.50			-\$150.00
Quilt Raffle	Dec-19		\$41.00	Dec-19	FB ad	\$10.00			
				Mar-20	2 year license	\$150.00			
FY19 Fundraisers (All)									
Chair-ity	FY19	\$434.00		Dec-19	ribbons	\$27.94			\$434.00
				Jan-20	credit	-\$27.94			
Wreath-it-up	Nov-19		\$472.00	Oct-19	FB ad	\$10.00			\$462.00
Cookie Walk	FY19	\$783.20							\$1,752.80
Soup Supper	FY19	\$590.33							\$1,180.34
Love My Library	Previous	\$1,438.93		Jul-19	LML book	\$5.99			\$53.46
				Jun-20	LML - LP	\$145.54			
LML - 2020	Jan-20		\$110.00	Jan-20	LML envelopes	\$46.48			\$141.95
	Feb-20		\$1,339.00	Feb-20	LML mailing	\$71.49			
	Mar-20		\$300.00	Mar-20	LML requests	\$122.91			
	Apr-20		\$1,261.00	Apr-20	LML requests	\$1,171.37			
				May-20	LML materials	\$22.39			
				Jun-20	LML materials	\$47.94			
Mystery Dinner	FY19	\$575.44							\$575.44
	FY20			Nov-19	deposit	\$50.00			\$658.80
	Feb-20		\$1,950.00	Jan-20	Country Club	\$50.00			
NLW yard signs	FY19	\$70.00							\$100.00
	Jun-20		\$10.00						
Build-a-basket	FY19	\$1,811.09		Mar-20	supplies	\$14.77			\$3,239.32
	Jun-20		\$97.00	Jun-20	FB ad	\$20.00			
Wine & Beer Tastin	FY19	\$536.90		Apr-20	supplies	\$12.13			\$524.77
Snack & Candy Sale	FY19	\$44.04		Jul-19	Snacks	\$44.72			\$336.49
	Jun-20		\$13.00						
Plant Sale fundraiser	FY19	\$500.17							\$725.17
	Jun-20		\$50.00						
DTFN - Freezer po	FY19	\$32.00							\$98.00
Dairy Queen Fundra	Aug-19		\$371.42						\$371.42
Donations									
D. Digmann - LP	Mar-19	\$500.00		Apr-20	LP books	\$48.57			\$123.34
				Jun-20	LP books	\$328.09			
Unspecified donatio	Jun-20		\$15.00						\$15.00
Miscellaneous Donations Total Remaining									\$4,885.53
Creation Station Programming		\$6.45							\$6.45
Lion's Club - LP	Previous	\$162.98		Aug-19	Books	\$84.83			\$15.86
Conscience Box	Previous	\$1,584.26							\$1,677.76
	Jun-20		\$0.60						
History Books & Coins	Previous	\$1,359.74							\$1,484.74
Genealogy Donation	Previous	\$93.86							\$93.86
Meeting Room Donatio	Previous	\$511.33							\$574.94
	Jun-20		\$2.00						

Adopt-a-book donation	Previous	\$498.51		Jul-19	AAB - books	25.64			\$309.74
	Jun-20		\$14.56	Jun-20	AAB - books	14.56			
Friends - bk sale	Previous	\$428.55		Jul-19	Refreshments	\$36.16			\$412.09
	Jun-20		\$6.25						
Friends - Hertz memor	Apr-17	\$30.00		Aug-19	book	\$17.22			-\$8.71
Friends - Menke memo	Jan-20		\$30.00						\$30.00
Summer Reading Prog	Previous	\$120.36		Jul-19	SRP expenses	\$65.44			-\$696.87
				Jun-20	SRP expenses	\$733.43			
TACKL	Previous	\$878.73		Jan-20	Gingerbread pro	\$19.63			\$601.90
				Jun-20	SLP prizes	\$316.00			
Memorials or In Honor of									
Marv Tauke	Aug-18	\$1,048.65		Jul-19	Books	\$32.04			\$428.21
				Jun-20	Books	\$48.16			
Robert Brueckner - L	Apr-20		\$400.00	Jun-20	LP books	\$105.78			\$294.22
Memorials or "In Honor Of" - Total Remaining									\$4,550.68
GRANTS:								GRANTS:	\$500.00
DACF - Teen Space	Oct-19		\$500.00						\$500.00
INTEREST DEPOSITS									
remaining from previous years		\$3,618.99							\$3,685.32
	Jun-20		\$20.83						
Unspecified from previous		\$611.95		Aug-19	FB ad	\$16.00			\$545.02
				Jun-20	FB ad	\$10.85			
	Feb-20			TRANSFER		\$10,000.00			
TOTAL DEPOSITS			\$32,652.70	TOTAL EXPENDITURES:		\$39,827.68	Balance		\$21,466.58

Memorials and Donations June 2020

From: **Candy / Snack Sales**
Donation: \$13.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

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

From: **Build-a-Basket Fundraiser**
Donation: \$97.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Yard Sign Sales Fundraiser**
Donation: \$10.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Joyce Bries**
Donation: \$14.56
Fund: Library Trust Account
Restrictions: Adopt-a-book for specific title

N

James Kennedy Public Library Monthly Program Report
Report for the Month of June 2020

Story Time Sessions (C): Virtual / Facebook programs

June 3, 2020 Theme – Picnics

Facebook Views / Engagements – 540 / 24
Time for preparation & performance – 5 hrs (pd)
Supplies: Copies

June 10, 2020 Theme – Camping

Facebook Views / Engagements – 394 / 10
Time for preparation & performance – 4.75 hrs (pd)
Supplies: Copies

June 17, 2020 Theme – Dragons

Facebook Views / Engagements – 272 / 9
Time for preparation & performance – 4.25 hrs (pd)
Supplies: Copies

June 24, 2020 Theme – Zoos

Facebook Views / Engagements – 193 / 8
Time for preparation & performance – 4.5 hrs (pd)
Supplies: Color copies

Story Time Craft (C): Virtual / Facebook program with Take and Make Activity Kit

June 3, 2020 Theme – Picnics

Facebook Views / Engagements – 268 / 6
Number of Kits picked up - 8
Time for preparation & performance – 2.25 hrs (pd)
Supplies: Copies of story time activities; Egg cartons, sticky eyes, chenille stems, copies, and ziplock bags (Supply kits with directions provided via curbside)

June 10, 2020 Theme – Camping

Facebook Views / Engagements – 269 / 4
Number of Kits picked up - 10
Time for preparation & performance – 1 hrs (pd)
Supplies: Copies of story time activities; Wooden discs, twine, copies, and ziplock bags (Supply kits with directions provided via curbside)

June 17, 2020 Theme – Dragons

Facebook Views / Engagements – 246 / 8
Number of Kits picked up - 8
Time for preparation & performance – 2 hrs (pd)
Supplies: Copies of story time activities; Toilet paper rolls, construction paper, crepe paper, pompoms, googly eyes, coloring sheets, and ziplock bags (Supply kits with directions provided via curbside)

June 24, 2020 Theme – Zoos

Facebook Views / Engagements – 174 / 4
Number of Kits picked up - 6
Time for preparation & performance – 1.75 hrs (pd)
Supplies: Copies of story time activities; Cardstock, flannel, googly eyes, craft sticks, coloring sheets, and ziplock bags (Supply kits with directions provided via curbside)

Out-Reads : Bi-Monthly Story Times to Daycares (C): Not held in the summer

Branching Out (Tuesdays or Wednesdays at 11:00 am) (A) Unable to hold due to Covid 19
Program at Ellen Kennedy Living Center – (Typically fourth Friday of each month) – Unable to hold due to Covid-19.
Program at Mercy One Senior Care (Typically fourth Wednesday of each month) – Unable to hold due to Covid-19

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

Virtual / Zoom Program

June 3, 10, 17, & 24, 2020 Total attendance – 32

Time for preparation & performance – 4 hrs (pd)
Supplies: Computer and Zoom software, Craft supplies provided by participants

Books for Lunch Book Club (First Monday of each month) – *Sold on a Monday* (A) Virtual / Zoom
 June 1, 2020 Total attendance – 9
 Time for preparation & performance – .5 hr (pd) 1 hr (vol)
 Supplies: Book set from other library plus ILL, available on Bridges ; Computer and Zoom software

Dungeons & Dragons Club (1st Tuesday of each Month) (F) Virtual / Discord program
 June 2, 2020 Total attendance – 6
 Time for preparation & performance – 2.5 hr (pd)
 Supplies: Used Discord and Roll20 to hold virtually

A Novel Approach to Faith Book Club (A) – due to low interest in virtual gathering, this group will resume meeting when can meet in person

Bookeaters Tween Book Club – (3rd Thursday of each Month) (C) Virtual / Zoom program
 June 18, 2020 Total attendance – 1
 Time for preparation & performance – 1.25 hrs (pd)
 Supplies: ILLed books, laptop and Zoom program

Get Puzzled @ Your Library (A) – Remote / passive curbside program
 June 2020 Total attendance – 2
 Time for preparation & performance - .5 hrs (pd)
 Supplies: Copies of paper puzzles and activities– Suduko, crossword, wordfind, dot to dot, etc. Delivered via curbside

Get Puzzled Virtually@ Your Library (A) Virtual / Sharing program Facebook Views / Engagements – 296 / 6
 June 2020 Participation – 6
 Time for preparation & performance - .5 hrs (pd)
 Supplies: 2 puzzles as prizes

JKPL Writing Group (3rd Monday of each Month)(A) Virtual / Zoom program
 June 15, 2020 Total attendance - 4
 Time for preparation & performance – 1.5 hrs (pd)
 Supplies: Computer & Zoom software

Cricut with Christopher - Cancelled due to Covid-19. Considering virtual / kit adult craft program.

Coffee and Creating (3rd Friday of each month) - Remote / passive curbside program
 June 2020 Total attendance – 3
 Time for preparation & performance - .25 hrs (pd)
 Supplies: Copies of coloring pages – delivered via curbside

Strings Club (4th Monday of each month) - Cancelled due to Covid-19.

Virtual Game Night featuring Funemployed (F) Virtual / Discord
 June 16, 2020 Facebook Views / Engagements – 216 / 12
 Time for preparation & performance – 2 hrs (pd) Total attendance - 7
 Supplies: Discord software; Funemployed card game

Final Friday Tech (Last Friday of each Month) - Cancelled due to Covid-19

Building Creativity one Block at a Time (LEGO® program) (C) Virtual / Facebook Lego Challenge
 June 13, 2020 Facebook Views / Engagements – 302 / 15
 Time for preparation & performance – .5 hrs (pd) Participants (shared creations) - 5
 Supplies: Sponsored by DuTrac

Card Party (weekly program – every Friday afternoon) (A) - Cancelled due to Covid-19

Strength Training for Older Adults (A) Virtual / Provided by Geri-Fit
 June 2020 –Streaming option provided by Geri-Fit for current participants Total attendance - 20
 Estimated attendance is based on those requesting information on access, estimating one session per week

Movies @ Your Library – all cancelled due to Covid-19

- Visit with Heather Gudenkauf (A) Zoom / Facebook program
June 4, 2020 Facebook Views / Engagements – 7809 / 144
Time for preparation & performance – 3 hrs (pd) 2 hrs (vol) Zoom attendees - 14
Supplies: Virtual program on Zoom, recorded and posted on FB
Heather Gudenkauf donated her time to present and 2 books as prizes
- STEAM Fun Fridays – Lava Lamps (F) Virtual / Facebook program
June 5, 2020 Facebook Views / Engagements – 374 / 14
Time for preparation & performance – 3 hr (pd)
Supplies: Vegetable oil, glasses, water, food coloring, alka seltzer
STEAM Fun Fridays provides demonstrations of how to make and do things at home, using common household items; no kits are provided
- STEAM Fun Fridays – Father’s Day Craft Kits (F) Virtual / Facebook program
June 12, 2020 Facebook Views / Engagements – 451 / 39
Time for preparation & performance – 1.5 hr (pd) Kits distributed - 13
Supplies: Construction paper, markers, glue sticks, ribbons, craft sticks, bags and instructions
STEAM Fun Fridays special event – kits provided
- Harry Potter Trivia Contest (YA – SRP) Virtual / FB Live program Facebook Views / Engagements – 344 / 18
June 12, 2020 Total attendance - 8
Time for preparation & performance – 1.5 hrs (pd)
Supplies: Laptop, Trivia from website
- Pop-Up Downtown Street Market (F)
June 13, 2019 Total attendance –36
Time for preparation & performance – 3.5 hrs (pd)
Supplies: Display of event posters, information about the library, free books, etc.
- Create Your Own Personal Time Capsule (A - SRP) Virtual Zoom / Facebook
June 15, 2020 Facebook Views / Engagements – 387 / 3
Time for preparation & performance – 2 hrs (pd) Kits distributed - 0
Supplies: Zoom software; laptop, ice cream tub, examples of things to include in time capsule, copies
- Masks from Around the World (C-SRP) Virtual Facebook Program
June 18, 2020 Facebook Views / Engagements – 253 / 6
Time for preparation & performance – 5.25 hrs (pd) Kits distributed - 10
Supplies: Cardstock, feathers, jewels, adhesive dots, foam pieces, elastic cord and baggies for activity kit.
Sponsored by the Friends of the JKPL.
- STEAM Fun Fridays – Ozbots (F) Virtual / Facebook program
June 19, 2020 Facebook Views / Engagements – 484 / 34
Time for preparation & performance – 1.5 hr (pd)
Supplies: Ozbots and accessories from LOT.
- Stranger Things Escape Room (YA-SRP) Virtual / Facebook program
June 19, 2020 Facebook Views / Engagements – 220 / 2
Time for preparation & performance – 1 (pd)
Supplies: Created by another library; shared with permission
- UpCycling Father’s Day Cards (A) Virtual / Facebook program
June 1 - 20, 2020 Facebook Views / Engagements – 433 / 25
Time for preparation & performance – 1.25 hrs (pd) Kits distributed - 11
Supplies: Donated cards & envelopes, card stock, and glue
- Board Games Demo – King of Tokyo (F) Virtual / Facebook program
June 22, 2020 Facebook Views / Engagements – 217 / 3
Time for preparation & performance – .75 hrs (pd)
Supplies: King of Tokyo board game

STEAM Fun Fridays – Puffy Paint Ice Cream Cones (F) Virtual / Facebook program
 June 26, 2020 Facebook Views / Engagements – 334 / 22
 Time for preparation & performance – 23 hr (pd)
 Supplies: Paint, cardboard, glue, shaving cream, glue sticks, & construction paper.
 STEAM Fun Fridays provide demonstrations of how to make and do things
 at home, using common household items; no kits are provided

Skribblio for Adults (A-SRP) Virtual Zoom / Online game
 June 26, 2020
 Time for preparation & performance – 1 hrs (pd) Total attendance - 0
 Supplies: Zoom software; Wasn't held as no registrants

Pop-Up Downtown Street Market (F)
 June 27, 2019 Total attendance –28
 Time for preparation & performance – 3.5 hrs (pd)
 Supplies: Display of event posters, information about the library, free books, etc.

Card Games Demo – Magic the Gathering (F) Virtual / Facebook Live program
 June 29, 2020 Facebook Views / Engagements – 276 / 33
 Time for preparation & performance – 2 hrs (pd) Live attendance - 5
 Supplies: Magic the Gathering Welcome Decks

Skribblio for Teens (YA-SRP) Virtual Zoom / Online game
 June 30, 2020
 Time for preparation & performance – 1 hrs (pd) Total attendance - 0
 Supplies: Zoom software; Wasn't held as no registrants

Creation Station Crafts: Rock Painting Kit (F) Virtual / Facebook program
 June 1-30, 202 Facebook Views / Engagements – 414 / 35
 Time for preparation & performance – 2 hrs (pd) Kits distributed - 14
 Supplies: Rocks, paint brushes, paint, condiment containers, instructions and baggies
 Kits were provided via curbside service

Dyersville Walking Trail Scavenger Hunt (F)
 June 15-30, 202 Facebook Views / Engagements – 366 / 27
 Time for preparation & performance – 3 hrs (pd) 2 hrs (vol) Participants – ??
 Supplies: Camera and color copies (Working with READSquared to get count of those who completed)

Programs held in May but still hosted and available to view or engage with on social media
 June 1-30, 2020 - 23 programs Facebook Views / Engagements – 167 / 134

Upcoming Events for July:

July 1—15: Dyersville Fairytale Scavenger Hunt. Dyersville has been invaded by fairytale characters, and it is your job to find them! Print a “wanted” list off of our website, or pick one up from the library. You must find at least half the characters to earn points for the Summer Reading Program. Sheets must be recorded on READsquared or handed in at the Library by 8:00 pm on July 15 to earn points.



Wednesday, July 1—31: Paper Bag Fairy House Craft. Just because the library is closed doesn't mean we can't help you get crafty at home! Pick up a craft kit from the library, watch the demo video at home, and get crafting!



- Library staff member Shannon has created a video for how to make this fairy house craft with paper bags and markers.
- The video will be available to view on the library's Facebook page starting July 1.
- The craft kit for this project includes all needed supplies and can be picked up at an appointment or via curbside delivery at the library. Kits will be provided while supplies last.

July 1—31: Happy Birthday America! Up-Cycling Greeting Cards for Birthdays. Librarian Ann B. has created a video on the library Facebook page to show you how to use the fronts of donated greeting cards combined with glue and cardstock to make entirely new greeting cards. The library has some kits ready for you to pick up by appointment or via curbside service. Each kit includes a birthday themed greeting card front with coordinating cardstock. All you need is glue. Kits available while supplies last. Need an envelope? We can provide you one, just ask!

July 1—31: Get Puzzled @ Your Library. While we aren't able to work on a puzzle together here at the library yet, why not share what you are doing at home! Post a picture or description of your jigsaw puzzle, in progress or finished, to the library's Facebook page, or email librarian@dyersville.lib.ia.us, or call the library at 563-875-8912 with the name and/or description of the puzzle you are working on at home. And remember we have puzzles to check out if you need one! Everyone who shares in some fashion will get their name entered into a drawing to win a 1000 piece puzzle! Drawing will be held in early August.



Wednesdays, July 1 and 15: Facebook Storytelling with Miss Kim @ 10:30 am. Join Miss Kim as she tells traditional fairy tales using the flannel board. This program will be on the library's Facebook page.

Wednesdays, July 1, 8, 15, 22, 29: Virtual Sit and Stitch from 1:00—3:00 pm. Grab your tablet, phone or computer along with your hobby and/or craft and join other crafters in this fun Zoom gathering. There is lots of laughs, great company, conversation, and even some crafting! New members are welcome to join at any time. Contact Shirley at svonderhaar@dyersville.lib.ia.us for an invitation to attend.

Thursday, July 2: Your Home Is Your Castle @ 10:00 am. What would it be like to live in a real castle? How do they compare with your house now? Find out in this fun Facebook program with Miss Kim! There will be take-home crafts and activities for all ages. Crafts and activities will be available while supplies last. Viewing this program earns points for the Children's Summer Reading Program. Funded by the Friends of the JKPL.

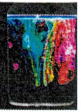


Thursdays, July 2, 16, & 30: Pop-Up @ the Farmer's Market from 2:00—4:00 pm. The JKPL will be reaching out to the community by visiting the Dyersville Farmer's Market on the 1st, 3rd, and 5th Thursdays of July. Visitors will be able to get library card applications, find out more about what the library has to offer, and select a free book to keep from the pop-up library. For the safety of the community, staff working the pop-up library will wear a mask and hand sanitizer will be provided. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.



Thursdays, July 2, 16, & 30: Take-and-Make @ the Farmer's Market from 2:00—4:00 pm. Stop by the JKPL Pop-up Library at the Commercial Club Park and pick up a fun Take-and-Make Activity Kit. Each week will feature a variety of crafts and activities that will be appropriate for ages 3-10. Kits will be available while supplies last.

Friday, July 3: Virtual S.T.E.A.M. Fun Fridays with Fireworks in a Jar. Children and families are invited to tune in to the library's Facebook page every Friday to discover and create something new using supplies you have at home. This week library staff member Shannon will show you how to make fireworks in a jar using simple household ingredients.



July 3—13: Seek and Find in the Library Window #2. Gaze into the library window and find a display that will challenge your powers of observation! This will be the second of three Seek and Find Windows this summer. Print off a list of items to find from our website, or pick a list up from the library. Participating in this program earns points for the Children's Summer Reading Program. Completed lists must be turned in by 8:00 pm on July 13.



Saturday, July 4: Library closed for Independence Day



Monday, July 6: Learn To Play Costume Party Assassins. Join Paul as he covers how to play the popular game *Costume Party Assassins*, a game where players must move around a party to try and take out the other players without giving themselves away. This will be a pre-recorded video posted on the library's Facebook page.



Monday, July 6: Books for Lunch Virtual Book Discussion @ 12:00 noon. This group gathers on the first Monday of each month. This month the group will discuss the 2020 Adult All Iowa Read selection *Mothers* by Britt Bennett. New members are welcome to join at any time. Copies of the book are available to borrow from the library via curbside service or by appointment. If you are interested in joining, and have not previously participated in the Books for Lunch group, please email librarian@dyersville.lib.ia.us before 10:00 am on Monday, July 6 and an invitation will be emailed to you to join the discussion via Zoom.

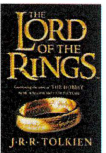
Tuesday, July 7: Walking the Labyrinth @ 10:00 am. We will learn the myth of Daedalus and the Labyrinth. Labyrinths are ancient, but are now being used to help kids find a sense of calm. Viewing this Facebook program will earn points in the Children's Summer Reading Program. There will be a take home activity. Crafts and activities will be available while supplies last.



Tuesday, July 7: Virtual Dungeons and Dragons Players Club @ 6:00 pm. Join us for this monthly gaming event for D and D players which is now virtual! To join in, you must have a Discord account, a Roll20 account, and must message staff member Paul at Pzurawski@dyersville.lib.ia.us by 2:00 pm on July 7 to receive the server invite. All ages and skill levels welcome. New players are welcome at any time.

Wednesdays, July 8 and 22: Booktalks with Miss Kim @ 10:30 am. Join Miss Kim on the library's Facebook page for booktalks (commercials for books) for our new children's items at the library. Booktalks are designed to ignite excitement for reading. We will be promoting books for all interests.

Friday, July 10: Virtual Lord of the Rings Trivia Contest @ 2:00 pm. Join us on Facebook Live to see how much of a *Lord of the Rings* expert you are! Participants will keep track of their scores at home and can compete to see who comes out on top! We will be playing for fun, so don't worry if you get one or two wrong.



Friday, July 10: Virtual S.T.E.A.M. Fun Fridays with Popcorn. Children and families are invited to tune in to the library's Facebook page every Friday to discover and try something new. This week library staff member Shannon will show you how to make popcorn using the library's popcorn machine. Watch the video, then head to the library and check out our popcorn machine (some borrowing restrictions apply).



Friday, July 10: Pop-up at Downtown Friday Night from 6:30—8:00 pm. The JKPL will be reaching out to the community by "popping up" at Downtown Friday Night! Visitors will be able to get library card applications, find out more about what the library has to offer, and select a free book to keep from the pop-up library. The JKPL Fundraising Committee will also be on hand selling freezer pops to support the special collections and services of the library. For the safety of the community, staff and volunteers working the pop-up library will wear a mask and hand sanitizer will be provided. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

Friday, July 10: TACKL Fun and Games @ Downtown Friday Night from 6:30—9:00 pm. Join the Teen Advisory Council to the Kennedy Library (TACKL) at Downtown Friday Night as we get our hulu on! Enjoy learning how to hula dance, make grass skirts, go coconut bowling, and much more. The Dyersville Area Chamber of Commerce is this month's sponsor so these activities are free to all. For the safety of the community, staff and volunteers working the pop-up library will wear a mask or face shield and hand sanitizer will be provided.

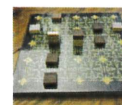


Saturday, July 11: Pop-Up @ the Downtown Dyersville Saturday Sidewalk Market from 9:00 am—12:00 noon. Weather permitting the James Kennedy Public Library will be reaching out to the community by participating in this pop-up sidewalk market. Visitors will find out more about what the library has to offer, and select a free book to keep from the pop-up library. For the safety of the community, staff working the pop-up library will wear a mask and hand sanitizer will be provided. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

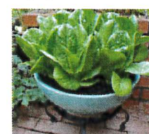
Saturday, July 11: Building Creativity One Block at a Time: a virtual LEGO® program from 9:00 am—5:00 pm. Join us for a virtual LEGO® program! Have your kids make a creation at home, take a picture, and tag both the library AND DuTrac Community Credit Union on social media to be entered for a chance to win a LEGO® set! This month's theme is "Dog Races". Pictures of creations must be posted between 9:00 am—5:00 pm on July 11. This LEGO® program is part of a monthly LEGO® building block program at the library sponsored by DuTrac Community Credit Union.



Monday, July 13: Learn To Play Tak. Join Paul as he covers how to play the popular game *Tak*, a game where players try to connect a line across the board while interfering with their opponents. This will be a pre-recorded video posted on the library's Facebook page.



Monday, July 13: Ready—Set—Grow: Garden Soil. Do you know what kind of soil your garden has? Is it a loam or primarily sand, silt, or clay? The James Kennedy Public Library and the Dubuque County Extension Office have teamed up to bring you an educational soil texture kit to help you identify the type of soil you have in your garden or backyard. This virtual event, which is presented by Ray Kruse, Master Gardener Coordinator and Food Systems Program Coordinator for the Iowa State University Extension and Outreach, Dubuque County, will be posted on the JKPL Facebook page. The JKPL will provide kits with all of the materials you need to do the activity. All you will need to provide is a timer and a calculator. Kits will be available to pick up as part of curbside service or by appointment starting on July 13. Kits will be available while supplies last.



Monday, July 13: Virtual Animal Chat with the Blank Park Zoo @ 10:00 am. The Blank Park Zoo will be getting us up close to animals we don't get to see in their live programs. The animals we meet could be seals/sea lions, rhinos, giraffes, lions, or tigers. Visit the Library website for a link to this program. The program will be available for viewing thru July 25. Viewing this program will earn points in the Children's Summer Reading Program. Funded by the Friends of the JKPL.



Monday July 13: You Know You Are From Dyersville Area If... @ 6:00 pm. Join us via Zoom for a virtual sharing session. We will be reminiscing and talking about the good old days. Anyone interested in participating should email librarian Ann Boeckenstedt by 5 pm on Monday July 13 at aboeckenstedt.dyersville.lib.ia.us and provide an email address so the link to the Zoom meeting can be emailed to you. If you do not have an email address, or a device to participate on, please call and talk with Ann about an alternative way to participate.

Monday, July 14—25: Seek and Find in the Library Window #3. Gaze into the library window and find a display that will challenge your powers of observation! This will be the final Seek and Find Window this summer. Print off a list of items to find from our website, or pick a list up from the library. Participating in this program earns points for the Children's Summer Reading Program. Completed lists must be recorded on READsquare or turned in at the Library by 5:00 pm on July 25.



Thursday, July 16: Join the Marvel-verse @ 1:00 pm. How does Spider-man stick to walls? How do superheroes defy gravity? Learn the science behind your favorite superheroes amazing feats! There will be crafts and take-home activities for this program. Crafts and activities will be available while supplies last. Viewing this Facebook program will earn points in the Children's Summer Reading Program. Funded by the Friends of the JKPL.



Thursday, July 16: BookEaters Virtual Book Discussion @ 6:30 pm. Join us this month via Zoom for a virtual discussion of the book, *Magic Misfits* by Neil Patrick Harris along with anything else you might be reading. This book club is for those age 9-12 and new members are welcome to join at any time. Copies of the book are available to pick up by appointment or curbside service. Please contact the library by 12:00 pm on July 16 to provide an email so you can be sent the link to join the meeting.

Friday, July 17: Virtual S.T.E.A.M. Fun Fridays with Paper Fliers. Children and families are invited to tune in to the library's Facebook page every Friday to discover and create something new using supplies you have at home. This week library staff member Shannon will show you how to engineer a few different paper fliers using simple household ingredients.



Friday, July 17: Virtual Kobolds Ate My Baby Role Playing Game @ 5:00 pm. Join us after-hours for *Kobolds Ate My Baby*, a role playing game with simple rules and lots of shenanigans. Tying in to the summer reading program, this adventure will have wacky fantasy elements! To join in, you must have a Discord account and must message staff member Paul at Pzurawski@dyersville.lib.ia.us by 2:00 pm on July 17 to receive the server invite. All ages and skill levels welcome.



Monday, July 20: JKPL Writing Group Virtual Meeting @ 6:00 pm. Join us this month via Zoom for a virtual sharing session. This monthly writing group is for writers of all types whether it be poetry, memoir, fiction, or nonfiction. New members are welcome to join at any time. Anyone interested in participating should contact the library by 11:00 am on Monday, July 20 and provide an email address as an invitation to the Zoom meeting will be emailed to you. If you do not have an email address or a device to participate on, please call and talk with Ann about an alternative way to participate.

Tuesday, July 21: Here There Be Dragons @ 10:00 am. Dragon lore exists on every populated continent so join us as we explore dragon legends from around the world. Viewing this Facebook program earns Summer Reading Points. There will be take-home crafts and activities for all ages. Crafts and activities will be available while supplies last. Funded by the Friends of the JKPL.



Friday, July 24: Fantasy DIY kits. The library is giving away different fantasy themed do-it-yourself fantasy kits so you can make your own Harry Potter Wand or build a lightsaber. Kits contain almost all supplies necessary for each craft. Scissors and colored markers are not included. Kits are available to pick up at an appointment or via curbside service.

Friday, July 24: Virtual S.T.E.A.M. Fun Fridays with Toilet Paper Fireworks. Children and families are invited to tune in to the library's Facebook page every Friday to discover and create something new using supplies you have at home. This week library staff member Shannon will show you how to make toilet paper fireworks using simple household ingredients.



Friday, July 24: Virtual Game Night Game @ 5:00 pm. Join us for a virtual game night! Game will be announced closer to the date. To participate, you must have a Discord account and must message staff member Paul by 2:00 pm on July 24 at Pzurawski@dyersville.lib.ia.us to receive the server invite. All ages and skill levels welcome.

Saturday, July 25: Pop-Up @ the Dyersville Downtown Market from 8:00 am—12:00 noon. Weather permitting the JKPL will be reaching out to the community by participating in this special monthly event. Visitors will find out more about what the library has to offer and select a free book to keep from the pop-up library. For the safety of the community, staff working the pop-up library will wear a mask and hand sanitizer will be provided. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

Friday, July 31: Virtual S.T.E.A.M. Fun Fridays with a Heart Shaped Puzzle Kit. Children and families are invited to tune in to the library's Facebook page every Friday to discover and create something new at home. This week library staff member Shannon will challenge you to complete this brainteaser puzzle. Puzzles can be picked up at the library by appointment or via curbside service.



Find the latest information on library events and programs at www.dyersville.lib.ia.us
Contact the library directly at 563-875-8912 or librarian@dyersville.lib.ia.us

Summer Meals offered at JKPL Parking Lot!

Western Dubuque Community Schools will continue to offer breakfast and lunch meals for students during July.

- Meals will be available Monday through Friday between 11:30 am—12:15 pm through July 31. No meals will be served July 2 or 3.
- Parents can pick up the meals for free to feed their children and the meals are intended for children aged 18 and under.
- There are no income guidelines; all children are welcome.
- To prevent gatherings of larger than ten people and allow for social distancing, officials are asking parents to come in a vehicle. Staff prefer parents pick up the meals but will not turn away kids.
- The breakfast is ideally for the next day.
- WD is posting the meal information daily by 8 am on their Facebook page.
- For more information on summer menus, meal times and locations please visit <http://www.wdbqschools.org/FoodNutrition.aspx>.
- This institution is an equal opportunity provider.



There is still time to join one of our summer reading programs!
The theme this year for all program is *Imagine Your Story*



Children's Summer Reading Program

Children, infant through 5th grade (completed), are invited to participate in this year's summer reading program which runs through July 25. Registration is ongoing and children are welcome to join through July 18.

- This year participants are encouraged to register and track participation for the program at dyersvillelibrary.readsquared.com or on the READSquared app. If you prefer, a paper log is available to pick up at the library via curbside or appointment.
- Kids age 3+ will receive a book bag, bookmark, and a ball chain with a brag tag just for registering. These may be picked up via curbside service anytime or by appointment.
- Kids earn points by reading and viewing virtual library programs. These points may be redeemed for beads and brag tags.
- 1200 points completes the program and will entitle the child to a book, ice cream coupon, and entry into our Grand Prize drawing.
- This year we will be giving away a tablet, book-of-the-month club, and 3-month subscription to Kiwi Crate (an art or STEM project delivered to your home.)
- Parents of children under age 3 can track reading and activities on READSquared or pick up a page of fun brain-building activities to do with their child. Once all the activities are completed they will receive an entry into the grand prize drawing, goody bag, and a free book.
- There will be over 35 virtual programs offered for all ages throughout the program.
- Sponsored by the Friends of the James Kennedy Public Library.

Teen Summer Reading Program

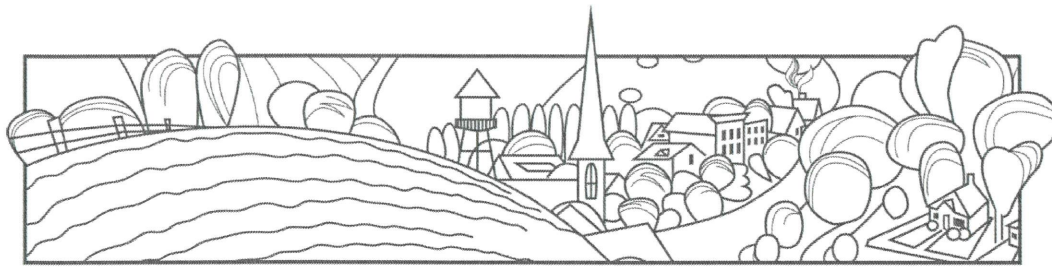
Everyone who has completed 6th-12th grade is invited to participate in this year's summer reading program which runs through July 31. Registration is ongoing and teens are welcome to join through July 22.

- This year participants are encouraged to register and track participation for the program at dyersvillelibrary.readsquared.com or on the READSquared app. If you prefer, a paper log is available to pick up at the library via curbside or appointment.
- For this program, teens can read whatever books or graphic novels they choose and attend any of our themed virtual events. All events may be viewed on the library's Facebook page.
- For every 5 hours of reading, participants achieve a prize tier. There are 5 prize tiers in total. Hit the first tier and you will be invited to the finale, a *Lord of the Rings* movie and pizza night. Clear the top tier of 25 hours for the chance to win cash prizes!
- All hours must be reported by 5:00 pm on July 31 to count towards prizes.

Adult Summer Library Program

Everyone 18 and older with a JKPL card is encouraged to participate in this year's Summer Library Program which runs through August 31. Registration is ongoing and adults are welcome to join throughout the summer.

- This year participants are encouraged to register and track participation for the program at dyersvillelibrary.readsquared.com or on the READSquared app. If you prefer, a paper log is available to pick up at the library via curbside or appointment.
- Participants will receive a bookbag, bookmark, and coupon for a free book just for registering.
- Using the program or paper log, participants will keep track of books read or listened to, programs viewed, activities completed, and library services used to earn prizes.
- For each item completed, the participant's name will be entered into a drawing for prizes. Many prizes this summer will be gift certificates to local businesses and Dyersville Dollars to support our local economy.
- Prizes are awarded for submitting 4 or 8 activities and participants completing at least 12 activities, which must include reading at least 4 books, will earn a special gift and have their name entered into a drawing for a special "Book Lovers" Basket.
- Sponsored by the Friends of the James Kennedy Public Library.



FUND ACTIVITY STATEMENT
 May 1, 2020 THROUGH May 31, 2020

Shirley Vonderhaar
 Executive Director
 James Kennedy Public Library
 320 1st Ave E
 Dyersville, IA 52040

❧ JAMES KENNEDY PUBLIC LIBRARY ENDOWMENT ❧

	Current Month <small>May 1, 2020 - May 31, 2020</small>	Year-To-Date <small>January 1, 2020 - May 31, 2020</small>
BEGINNING FUND BALANCE	2,787.78	2,825.65
Gifts	200.00	550.00
Investment Income (Loss)	115.38	(256.49)
Other Income	0.00	0.00
Grants Approved	0.00	0.00
Fees	-6.78	-22.78
Fund Expenses	0.00	0.00
ENDING FUND BALANCE	3,096.38	3,096.38

Available to Spend: 0.00

See reverse for detail listing of gifts received and grants disbursed.

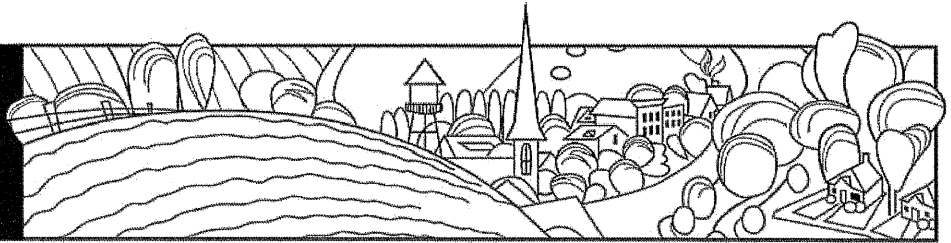
Gift Detail for the Month

Donor	Address1	Address2	City-St-Zip	Date	Amount
Miyoko Hikiji	6810 Mill Pond Dr		Urbandale, IA 50322	5/17/2020	50
Sue Engelbrecht	519-13TH Ave SE		Dyersville, IA 52040	5/26/2020	100
Kimshiro Benton-Hermsen	209-3rd Ave. SE		Dyersville, IA 52040	5/27/2020	50
*** Total Gifts:					200

Grant Detail for the Month

Grantee	Date	Amount
No Grants		0.00

This fund balance is comprised of gifts and corresponding earnings, grants or fees which individual donors, other than your organization, have contributed to the Community Foundation of Greater Dubuque. This is an asset of the Community Foundation of Greater Dubuque for the support of your organization.



GIFT ACTIVITY STATEMENT

James Kennedy Public Library
Shirley Vonderhaar
320 1st Ave E
Dyersville, IA 52040

🌀 JAMES KENNEDY PUBLIC LIBRARY ENDOWMENT 🌀

Gift Detail for 6/14/2020 through 6/20/2020

Donor	Address1	City-St-Zip	Date	Memorial or honor	Memory or honor of	Amount
Transfer from Great Give Day Endowed Fund			6/15/2020			1,060.74
*** Total Gifts:						1,060.74

If you have any questions please feel free to contact:

Luke Benson
Philanthropic Services Assistant
Community Foundation of Greater Dubuque
563.588.2700 | 700 Locust Street, Suite 195, Dubuque, IA 52001

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		Contract Use Report FY20													
Residence Area	No. of Patrons	July Stats	August Stats	Sept Stats	Oct Stats	Nov Stats	Dec Stats	Jan Stats	Feb Stats	March Stats	April Stats	May Stats	June Stats	Year to Date	Change to date
Dyersville	2446	7032	6331	5417	6593	5178	4777	5730	5306	6922	5041	5117	2395	65839	-10011
FY19	2345	7125	6872	6172	6867	6663	5269	6101	5629	6075	5768	5919	7390	75850	-13%
FY18	2480	7256	7221	5946	7044	6215	5492	6312	5326	5625	5892	5324	7989	75642	-13%
FY17	2426	7095	7552	7269	7516	7044	6033	6855	6867	8419	5831	6190	8158	84829	
FY16	2351	8475	7620	7210	7573	7037	5685	7230	7224	7863	7289	7162	8544	88912	
Del Co. incl Man. (OA)	574	926	711	621	584	592	467	854	976	1190	644	530	256	8351	
FY19	482	1019	680	482	960	782	683	701	961	914	929	696	1136	9943	-1592
FY18	595	995	924	768	1036	996	890	1039	1055	994	727	622	1050	11096	-16.01%
FY17	581	1550	1320	1052	700	683	798	862	872	874	810	853	1114	11488	
FY16	521	1181	945	792	1128	851	1079	1081	1232	1143	940	916	1163	12451	
Dbq Co. Lib. Sys. (OA)	945	1667	1287	1130	1241	1173	1203	1261	1127	1788	1306	1531	619	15333	
FY19	922	1903	1686	1245	1370	1277	1046	1547	1607	1485	1533	1392	1652	17743	-2410
FY18	1000	1994	1673	1231	1296	1207	1190	1319	1140	1420	1482	1591	1854	17397	-14%
FY17	978	2488	1839	1625	1701	1571	1606	1764	1497	1849	1506	1552	2293	21291	
FY16	1012	2045	1595	1618	1711	1578	1471	1599	1681	1695	1681	1744	2511	20929	
County Agency	72	165	137	136	105	78	84	76	101	66	61	65	72	1146	
FY19	70	123	87	120	52	31	34	49	50	62	90	103	138	939	207
FY18	71	237	269	108	128	129	110	77	83	80	44	53	93	1411	22%
FY17	68	108	138	73	63	87	115	42	47	60	75	60	475	1343	
FY16	67	149	124	88	44	44	48	86	38	88	88	50	100	947	
ILL	500	34	34	27	49	42	40	32	50	120	85	40	19	572	
FY19	498	14	34	38	57	34	47	42	35	28	36	41	22	428	144
FY18	494	35	51	43	48	42	23	40	31	50	36	23	35	457	34%
FY17	494	42	45	65	40	56	48	65	61	59	40	49	43	613	
FY16	492	45	57	47	62	31	59	37	48	37	49	60	45	577	
Open Access	386	893	827	705	765	751	688	395	422	600	344	324	189	6903	
FY19 - inc certified learner	537	642	731	869	722	558	462	448	658	645	557	519	648	7459	-556
FY18 - inc certified learner	376	781	783	487	469	343	358	487	516	540	733	654	806	6957	-7%
FY17	346	489	606	603	852	825	786	973	829	823	506	352	587	8231	
FY16	427	568	625	645	729	628	722	523	677	798	728	664	833	8140	
TOTAL - 16 not eligible	4923	10717	9327	8036	9337	7814	7259	8348	7982	10686	7481	7607	3550	98144	
FY19	4854	10826	10090	8926	10028	9345	7541	8888	8940	9209	8913	8670	10986	112362	-14218
FY18	5016	11298	10921	8583	10021	8932	8063	9274	8151	8709	8914	8267	11827	112960	-13%
FY17	4893	11772	11500	10687	10872	10266	9386	10561	10173	12084	8768	9056	12670	127795	
FY16	4870	12463	10966	10400	11247	10169	9064	10556	10900	11624	10775	10596	13196	131956	

FY21 - Library Holiday Schedule:

Proposed FY21 Library Holiday Schedule

City paid holidays

Library hours

Labor Day – Monday, September 7

Library is closed.

Veteran’s Day – Wednesday, November 11

Library is open (Library floating holiday)

Wednesday, November 25 (not a city holiday)

Library closes @ 5:00 pm due to low use

Thanksgiving – Thursday, November 26

Library is closed.

Day after Thanksgiving – Friday, November 27

Library is open (Library floating holiday).

Wednesday, December 23 (not a city holiday)

Library closes @ 5:00 pm due to low use

Christmas Eve – Thursday, December 24

Library is closed.

Christmas Day – Friday, December 25

Library is closed.

Consider closing Saturday and / or Sunday as anticipated use will be low due to the holiday weekend.

Thursday, December 31 (not a city holiday)

Library closes @ 5 pm

New Year’s Day – Friday, January 1, 2021

Library is closed.

Good Friday - Friday, April 2

Library is open (Library floating holiday)

Memorial Day – Monday, May 31

Library is closed.

Independence Day – Sunday, July 4

Library is closed.

Monday, July 5, 2021

Official city holiday – close library since holiday falls on Sunday or have as floating?

As the library is open Sundays from Labor Day to Memorial Day (September 7, 2020 to May 31, 2021) we also have the following Sunday Holiday closings:

Easter – Sunday, April 4

Library is closed.

Mother’s Day – Sunday, May 9

Library is closed.

Shirley Vonderhaar

From: Jillian Rutledge via LibraryTalk <noreply@silolibia.us>
Sent: Wednesday, July 01, 2020 9:46 AM
To: svonderhaar@dymerville.libia.us
Subject: [LT] [General Talk] ILA Committee for Diversity & Inclusion resource roundup



Jillian Rutledge

July 1

This statement is the opinion of Iowa Library Association's Committee for Diversity & Inclusion and does not necessarily represent the views or opinions of the ILA as a whole

Hello from the Committee for Diversity and Inclusion!

Each month we send out a list of resources that are focused on topics of diversity, equity, inclusion, and social justice. There are a lot of resources included in today's roundup, including a live chat on Twitter hosted by PLA, the inaugural issue of Queer in the Cornbelt Zine, the next topic for our Social Justice Discussion Group, and more.

If you have resources that fall under the diversity and inclusion umbrella you feel might be helpful or interesting for library staff across Iowa, please send them my way and I will work with the committee to share them out as appropriate.

On behalf of ILA CD&I,

Jillian Rutledge, Chair

First and foremost, we would like to encourage all libraries to sign the [Urban Libraries Council's Statement on Race and Social Equity](#).

Examples of public library statements on racial equity:

- [Marion Public Library](#)
- [Free Library of Philadelphia statement](#)
- [Arapahoe Libraries statement](#)
- [Indianapolis Public Library statement](#)

Today on Twitter! Live chat at noon!

Join PLA's [Task Force on Equity, Diversity, Inclusion and Social Justice](#) (EDISJ) for their first live Twitter chat on Wednesday, July 1 from 12–1:00 p.m. Central! The discussion will focus on EDISJ in the library workforce, and will aim to help library staff understand the interplay of EDISJ principles in workforce development and re-examine systems and policies to expose issues of inequity and injustice.

To participate, simply follow PLA on Twitter ([@ALA_PLA](#)) and log in at noon Central on July 1. The EDISJ Task Force will post introductions and discussion questions to get things started. To join the conversation, tweet using the hashtags [#chatPLA](#) and [#libraryworkers](#).

To ensure a lively discussion, we're providing the discussion questions ahead of time. So get ready to share your experiences and resources, ask questions, and learn from your peers!

- Has your library normalized a shared lexicon or other formalized initiatives around EDISJ?
- In what ways are communities of color formally recognized as key stakeholders in organizational decision-making?
- In what ways has your library developed hiring practices that support the recruitment and retention of those who are BIPOC?
- Does your library have a systematic review of racial equity?
- What are some of the societal shifts in a post-COVID world that will impact the public library workforce & values?

To learn more about PLA's EDISJ work, please visit <http://www.ala.org/pla/initiatives/edi>.

Last month saw the publication of the inaugural issue of *Queer in the Cornbelt*, a zine which focuses on LGBTQ+ health initiatives, stories, and resources across the state of Iowa.

This zine is the culmination of work by librarians, diversity workers, health science professionals, and LGBTQ+ community members in Iowa, and is an effort to spark conversations about curbing the disparity in access to affirming healthcare and quality information for LGBTQ+ folx.

In these pages we hope you find new insights, ideas, information, and hope, whether you identify as LGBTQ+, are a healthcare provider, information professional, or someone who just embraces lifelong learning and growing. Feel free to print copies of the zine using the printer-friendly version on the zine website's home page.

Social Justice Discussion Group:

Starting in January, CD&I has been hosting bi-monthly Zoom calls during which we discuss issues relating to diversity and inclusion. So far we have explored articles, blogs posts, videos, podcasts, and more on the topics of Living With Mental Illness or a Mental Health Condition, Microaggressions, and Ethnicity.

Throughout the month of July we will be reading, watching, and listening to resources about the topic of Sexuality. Discussions are scheduled for **August 5th at 9:00 am** and **August 10th at 2:00 pm**. We would love it if you joined us for either or both calls. The level of participation is up to each attendee; you may actively contribute to the discussion or just listen & learn.

Resource Roundup:

Below are the resources we've been compiling that may be of interest or value to those seeking to learn more about diversity, inclusion, and social justice, particularly as it pertains to libraries & librarianship.

- **[Open to ALL: Serving GLBT Community in your Library \(A Toolkit from the American Library Association Gay, Lesbian, Bisexual, and Transgender Round Table\)](#)**
- **[Compulsory Heterosexuality and Lesbian Existence \(Classic by Adrienne Rich\)](#)**
- **[Fifty Shades of Gay \(Ted Talk\)](#)**
- **[National Survey on LGBTQ Youth Mental Health 2019](#)**
- **[Medical Students Push For More LGBT Health Training To Address Disparities](#)**
- **[Thought Project - Episode 59 - How to Classify "Queer" in the stacks](#)**
- **[Antiracism: A Starter Booklist](#)**
- **[Police Picture Books Revisited: the Lie White Adults Read to Children | Opinion](#)**
- **[Discussing Race with Young Kids | First Steps](#)**

- [Stay Woke from Home with these Books, Resources, and Articles | Read Woke](#)
- [31 Children’s books to support conversations on race, racism and resistance](#)
- [Exploring the Race and Ethnicity Question](#)
- [Understanding the difference between race and ethnicity](#)
- [Several Antiracist Books Are Selling Out. Here’s What Else Black Booksellers and Publishers Say You Should Read](#)
- [Antiracist Reading & Viewing](#)
- [Digital People Podcast](#)
- [Atlanta-Based Organization Advocates For Rest As A Form Of Social Justice](#)
- [Exploring the Race and Ethnicity Question](#)
- [White Privilege Conference](#)
- [Eddie Moore Jr. blog](#)
- [NPR’s Throughline Podcast on the history of Police in America](#)
- [Privilege Institute \(Facebook\)](#)
- [Shifting the Center: Transforming Academic Libraries through Generous Accountability](#)
- [Advancing Racial Equity in Public Libraries: Case Studies from the Field](#)
- [Racial Equity & Human Rights series by the University of Iowa Center for Human Rights](#)

Thank you!

Jillian Rutledge
jrutledge@waterloopubliclibrary.org

- [Visit this topic on the website](#)
- [Unsubscribe from these emails](#)
- Emailed replies will **not** be delivered to the sender.



Marion Public Library Statement on Racial Injustice

Posted on June 19, 2020 - 5:07pm

Like many of you in our community, our hearts are breaking because of the recent killings of George Floyd, Ahmaud Arbery, and Breonna Taylor.

We have struggled with finding and articulating the right words to explain our sorrow, rage, grief, and compassion. One of our roles as a public library is to make sure that all feel welcome and to provide space and resources for education. On Juneteenth, this day of celebration and reflection, we wanted to share a statement and some resources.

We are a work in progress but commit to improving for our staff, patrons, and community every day. We will show up, we will speak up, we will listen, we will learn. We are in the process of creating an action plan for our ongoing commitment to anti-racism and will share that plan publicly after internal review on August 1.

In closing, we would like to share and affirm the Iowa Library Association Statement on Racism and Injustice.

In Solidarity,

The Marion Public Library

ILA Statement on Racism and Injustice

As representatives of the Iowa Library Association, we proclaim our solidarity with Iowans and Americans who are currently demonstrating for racial justice and for the rights of all to live free of oppression. We state unequivocally that Black Lives Matter. The systemic racism that negatively impacts the lives of people of color is contradictory to all that libraries stand for as institutions committed to equal access to information, content, and services.

The Iowa Library Association stands with library workers, with our library patrons, and with members of the communities we serve who experience acts of prejudice, threats of violence, and discrimination based solely on their race or ethnicity. We believe that it is necessary for our profession to speak out against the violence experienced due to racism and ensure that we provide equitable services and resources.

We feel moved to speak out on this subject out of concern for our colleagues, our patrons, and our communities as a whole. As a profession, we need to be clear that Black Lives Matter. Hatred, violence, prejudice, or exclusion of people because of their appearance is not acceptable and that needs to be demonstrated by libraries on a daily basis. We can only do this by voicing our support for people of color and

by working against systemic oppression. ILA has taken action to work against systemic oppression by forming the [**Committee for Diversity and Inclusion**](#) (CD&I) in 2016, which works to advance awareness and improve services to a wide range of often underserved populations in Iowa. The Committee promotes awareness of issues related to traditionally underrepresented groups. CD&I presented the ILA Statement on Social Justice, Diversity, Equity, & Inclusion which was adopted by the ILA Executive Board on December 6, 2019. As an organization, we are committed to continuing this work to address inequality in our profession and in the larger culture.

We are proud of how Iowa Libraries continue to serve our communities through these difficult times. Libraries across the state are providing resources, creating booklists, providing safe spaces, and supporting those who depend on us. Let us stand together and support those seeking justice and equity.

Resources for Anti-Racism

We've begun to compile a list of [**Resources for Anti-Racism**](#). This list is inexhaustive and only the beginning. If you'd like to find more resources, you can [**explore this document\(http://www.bit.ly/AllyGuideBLM\)**](http://www.bit.ly/AllyGuideBLM) made by a local activist. Have a resources you'd like to share with us? Email us at [**info@marionpubliclibrary.org**](mailto:info@marionpubliclibrary.org).



Statement on Race and Social Equity

ULC Statement on Race and Social Equity

In a strong act of commitment to a more equitable society, 177 public libraries across North America have signed the Urban Libraries Council's Statement on Race and Social Equity. This statement serves as a baseline upon which libraries can build policies and actions that make their communities more inclusive and just. The statement reads as follows:

As leaders of North America's public libraries, we are committed to achieving racial and social equity by contributing to a more just society in which all community members can realize their full potential. Our libraries can help achieve true and sustained equity through an intentional, systemic and transformative library-community partnership. Our library systems are working to achieve equity in the communities we serve by:

- Eliminating racial and social equity barriers in library programs, services, policies and practices
- Creating and maintaining an environment of diversity, inclusion and respect both in our library systems and in all aspects of our community role
- Ensuring that we are reaching and engaging disenfranchised people in the community and helping them express their voice
- Serving as a convener and facilitator of conversations and partnerships to address community challenges
- Being forthright on tough issues that are important to our communities

Libraries are trusted, venerable and enduring institutions, central to their communities and an essential participant in the movement for racial and social equity.

¿Hablas español? [Presiona aquí](#) para ver esta declaración traducida al español por Anne Arundel County Public Library.

If you are interested in having your library sign ULC's Statement on Race and Social Equity, please contact ULC Director of Conferences and Community Engagement, [Colleen Bragiel](#). In order for a library to sign on to the statement, ULC must receive a written request from the library's CEO/Director.

The following libraries have signed on to the above statement:

ALABAMA

[Birmingham Public Library](#)

ALASKA

[Anchorage Public Library](#)

ALBERTA

[Bibliothèque de Beaumont Library](#)

[Calgary Public Library](#)

[Edmonton Public Library](#)

From: Public Library Association <pla@ala.org>
Sent: Monday, July 06, 2020 3:08 PM
To: Svonderhaar@dyersville.lib.ia.us
Subject: Call on Public Library Workers to Address Racism

Action Steps and Resources

If you are having trouble viewing this mailing, please [click here](#) for our online version.

Call to Action for Public Library Workers to Address Racism

PLA Statement Condemning Systemic Racism and Violence Against BIPOC People

The Public Library Association (PLA), a division of the American Library Association (ALA), calls on public library workers to commit to structural change and to taking action to end systemic racism and injustice. PLA thanks members of its [Task Force on Equity, Diversity, Inclusion and Social Justice](#) for their guidance and leadership in development of this statement and call to action. The statement recognizes and supports [ALA's statement condemning violence against BIPOC, protesters and journalists](#), and ALA's statement [acknowledging ALA's role](#) in perpetuating structural racism. PLA applauds the creation of a working group to create recommendations on restorative justice practices and the use/presence of police in libraries ([ALA CD #45](#)).

The Public Library Association shares the nation's anger, sadness, and frustration over the epidemic of violent acts perpetrated against Black people. We demand justice for George Floyd, Breonna Taylor, Ahmaud Arbery and countless others, and for their families and communities. We stand in solidarity with Black people engaging in collective action against systemic racism, oppression, and injustice. Across the country, the pattern of police violence in response to protests — coupled with a pandemic that is disproportionately impacting communities of color — further reveals our country's disgraceful legacy of state-sanctioned violence against Black people. We join the chorus of voices [demanding an end to this violence](#) and insisting that Black Lives Matter.

Because we believe that #LibrariesTransform, we also commit to honest reflection and structural change. We acknowledge that public libraries have been — and still are — complicit in systems that oppress, exclude, and harm Black people, indigenous people, and people of color (BIPOC). The library profession remains [overwhelmingly white](#), despite decades of emphasis on diversity and inclusion. We see incredible [examples of self-](#)

[determination and resilience](#) by BIPOC librarians and educators, yet the profession has largely failed to improve conditions and ensure pathways for advancement among library workers of color. We commit to dismantling white supremacy in libraries and librarianship. We recognize the urgency of this collective work, and commit to hold ourselves, our colleagues, and our institutions accountable when we fall short.

Call to Action for Public Library Workers

We call on public library workers to join us in taking the following action steps:

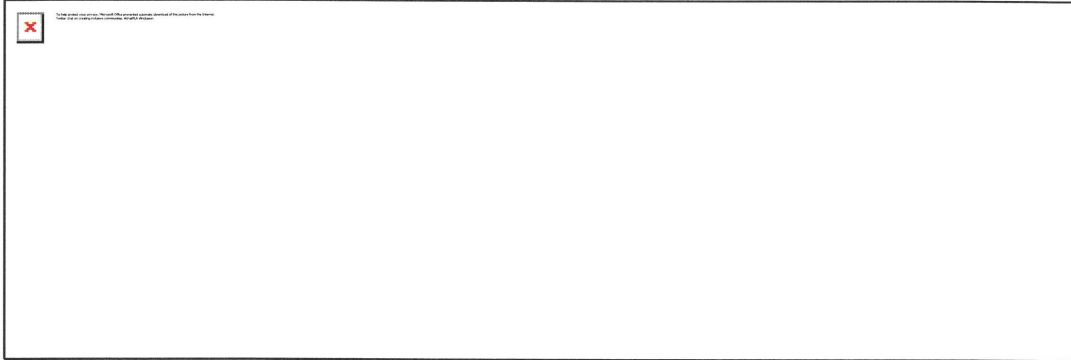
- **Study, amplify, and align with the policy demands of the [Movement for Black Lives](#).** Ask yourself: What can the movement's call to divest from punishment and policing — while investing in long-term safety strategies such as schools, libraries, employment, health, and housing — mean for your library and your community?
- **Change library policies that punish and criminalize patron behavior.** Invest in alternatives to policing and security guards within library spaces. See, [It's not enough to say Black Lives Matter](#).
- **Evaluate the messages about police and policing libraries promote to children and families in programs and collections.** See, [Policing Doesn't Protect Us](#), and [Evaluating Children's Books about Police](#).
- **Create a Plan of Action for addressing racism and working toward collective liberation.** Start where you are, engage others, and make a long-term commitment to listening, action, and reflection.
- **Address structural racism. Work with BIPOC communities to identify and implement structural changes that must occur within libraries.** Build staff investment at every level, while shifting resources to support [racial equity initiatives in libraries](#) and staff-led action teams. Evaluate policies and procedures using [racial equity tools](#) and develop [racial equity action plans](#) to sustain this work.
- **Develop and fund programs, services, and collections** that center the voices and experiences of people of color and shift power to communities for co-curation and co-creation.
- **Materially support organizations that provide resources and build community for BIPOC working in libraries**, including [We Here](#), the [Spectrum Scholarship Program](#), [BCALA](#), and [JCLC](#).

PLA and the PLA Task Force on Equity, Diversity, Inclusion and Social Justice commit to do the following:

- **Convene meaningful conversations about EDISJ in public libraries.** In the next few months, we will be hosting a series of Twitter chats. The next chat will be on Creating Inclusive Communities on August 5 at 12:00 p.m. Central.
- **Identify the action step(s) above** that we are collectively best positioned to address during our next year of work and develop concrete recommendations for PLA to advance racial equity and organizational change in libraries;
- **Evaluate the structure of the Task Force** with the aim of creating a more diverse and representative entity with the capacity to move this transformative work

forward; and

- **Embrace discomfort** as we navigate challenging and emotional subjects. To uproot racism and white supremacy within ourselves and our institutions will require immense courage, compassion, and the honest desire for accountability.



Twitter Chat on Creating Inclusive Communities

Join PLA's [Task Force on Equity, Diversity, Inclusion and Social Justice](#) (EDISJ) for another live Twitter chat on **Wednesday, August 5 from 12–1:00 p.m. Central!** The discussion will focus on creating inclusive communities.

To participate, simply follow PLA on Twitter ([@ALA_PLA](#)) and log in at noon Central on August 5. The EDISJ Task Force will post introductions and discussion questions to get things started. To join the conversation, tweet using the hashtags **#chatPLA** and **#inclusion**.

PLA's Task Force on EDISJ

Since 2017, we have worked to help library workers develop shared language and learn to use racial equity tools to address equity, diversity, inclusion, and social justice in the library field. For more information, please check out our two free, on-demand PLA webinars:

- [Understanding Power, Identity and Oppression](#) (Dec. 5, 2017)
- [Advancing Racial Equity in Your Library](#) (Oct. 24, 2018)

To learn more about PLA's EDISJ work, please visit <http://www.ala.org/pla/initiatives/edi>.

Reading for Change

ALA's Graphic Novels and Comics Roundtable and the Black Caucus of the American Library Association have curated a list of comics relating to the Black Lives Matter movement. The list contains both fiction and nonfiction titles, with selections aimed toward readers of all ages. Read the list [here](#).

Notes from the June 23, 2020 Zoom meeting of the Fundraising Committee:

The fundraising committee of the James Kennedy Public Library met via Zoom at 6:00 pm on Monday, June 23, 2020. Participants were chairperson Mary Jane Meade and members Catherine O'Hea , Karen Kramer, Brenda Ingles, and Shirley Vonderhaar.

Build-a-Basket Fundraiser: 44 baskets were donated and \$1463 was raised.

Wine and Beer Tasting: The April event was cancelled due to the Covid-19 closures. As businesses are starting to reopen, the committee discussed whether it was time to reach out to Brew & Brew to see if they would like to schedule something for September per earlier discussions, or if it was too early to start planning. After discussion it was agreed that Shirley will contact Becca, the owner of Brew & Brew, to see if she wants to put something on the schedule and start planning or if she would prefer to wait.

Plant Sale Fundraiser: This fundraiser brought in \$225.00. We have not yet received the \$100 from Ideal Decorating.

Candy Sales: Staff are continuing to purchase up the stock we have. Shirley will restock this when we are able to open with fewer restrictions.

Making and selling upcycled greeting cards: After discussion the committee decided to remove this idea from consideration since library staff are doing Take and Make programming with upcycling cards.

Pop-Up Fundraisers: The original plan was to talk with Pizza Hut & Subway about hosting pop-up fundraisers this spring / summer as new events, and to partner again with Dairy Queen for an event in the summer similar to what was held last August. Due to the current environment, the Committee decided NOT to contact potential new partners at this time. Since we have worked with DQ in the past and they have a large outdoor area, Karen will contact Melissa Otto, the owner, to see if she would want to do something this year. School starts August 13 so there is a relatively small window if we want to hold it before school is in session.

Pop-Up Library & Fundraiser at Down Town Friday Nights: Downtown Friday Night is scheduled for Friday, July 10 and Saturday, August 8. Shirley shared information from Karla Thompson regarding the plan for the July event. They are having fewer children's activities – no bounce house, train, etc. – due to the Covid-19 concerns and are setting up with social distancing. They welcome the library to host the pop-up library in the parking lot and sell freezer pops if we wished. After discussion, the committee decided to set up the pop-up library from 6:30 to 8:00 pm only. We will sell the pops we have on hand for \$1.00 each but not purchase any additional. Workers will wear masks, provide hand sanitizer, and sanitize as appropriate. Shirley, Catherine and Mary Jane will work, possibly in shifts. Karen and Brenda were unsure regarding if they would be able to participate.

Dyersville Downtown Market: Last year the committee discussed selling something at the Downtown Market events as a fundraiser. Due to Covid-19, the committee decided this was not the year to start something like this and will consider this in the spring of 2021.

Rounding up Fundraisers: The committee agreed that this year is not the time to be asking for funds, but instead we should be looking for ways we can support the community. This opportunity will be discussed again when the economy is more robust.

Donation of percentage of sales: The committee agreed that this year is not the time to be asking for funds, but instead we should be looking for ways we can support the community. This opportunity will be discussed again when the economy is more robust.

Other projects / activities we would like to consider? Catherine brought up the idea of working with Food Trucks as a fundraiser. The committee was concerned that we not bring in anything that would be directly competing with local businesses but if there were something we could consider that would be different (like hot dogs or carnival food) that might be a good option for raising some funds. Catherine will investigate this idea further and we will discuss at the next meeting.

Anything Else?

Set date for next meeting : The committee did not schedule a meeting but will plan to meet sometime in later July as needed.

1. Committee agreed to recommend approval of revised JKPL Employee Pay Rates and Ranges reflecting the approved 2% COLA for all library staff
2. Committee recommends reaching out to the city requesting to be included in any pay study that they may complete (based on July 8, 2020 Dyersville Commercial article)

Council approves employee wages

Will seek outside consultant next year

BY DYLAN KURT
dylan.kurt@wcinet.com

While the Dyersville City Council unanimously approved wage and salary increases for city employees, next year they want to contract outside consultation to help determine just how substantial those increases should be.

At a special council meeting June 29, the council set compensation for 30 employees for the next fiscal year, based on a recommendation from the Public and Administration Committee.

Across the board, most employees received a 2% bump in pay, but the P&A Committee did recommend a significantly larger raise for one long-serving employee.

City Clerk Tricia Maiers was given an 8% raise, for a salary of \$69,500 per year.

According to supporting documentation, the clerk/treasurer's role has taken on a lot more responsibility over the last decade, some of which was due to the extra workload brought on by the COVID-19 public health emergency.

In a supporting letter to the council, City Administrator Mick Michel outlined seven ways in which Maiers' job significantly changed, including additional auditing, tax and permit processing, updating billing systems, converting files to a digital format and maintaining the city's website.

Councilman Tom Westhoff, who serves on the P&A Committee, said while Maiers' raise is substantial percentage-wise, it was in line with comparable cities. Westhoff added they also took into account whether similar municipalities had a finance director, a role Maiers also performs.

Westhoff said while Maiers' current salary was pretty close to the median, her 20 years of service was higher in the grouping of the 38 cities he was examining.

"The more I looked at it, I guess the more comfortable I got," Westhoff said.

"I think this bump in salary after 20 years has been earned by Tricia as the city has changed considerably," Councilman Mike English added.

Looking beyond this year, Westhoff said it might be time to get outside consultation in respect to wages, noting that the police department also had to undergo some substantial increases to get its pay scale in line with other cities earlier

this year.

"They were necessary to stay competitive," Westhoff said of the increases, "but every now and again it seems like we're playing catch-up. I know there are consulting firms out there that do compensation benefit reviews for municipalities."

Westhoff said if they had better parameters in mind, they could avoid these large jumps in the future, which would also add additional stability to the budgeting process.

Mayor Jim Heavens said he agrees with outside consultation, saying in the past some have disagreed with what cities Dyersville is comparing itself to when setting wages.

"Even though it's going to cost us something, I think its time to get somebody from the outside to give us a set point," Heavens said.

But Heavens added that the council also has to be prepared for any outside findings that may say the staff is underpaid, a sentiment the council agreed with.

"That's a double-edged sword that could go either way — it could say we're paying way too much or way too little and we're going to have to address it one way or another, you can't turn a blind eye to it," Councilman Mike Oberbroeckling said.

James Kennedy Public Library Employee Pay Rates and Ranges

Library Director:

Full-time exempt (salaried) position. Pay range (salary) of ~~\$53,917~~54,995 to ~~\$65,150~~66,453 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 exempt (salaried) position. Pay range (salary) of ~~\$37,069~~37,810 to ~~\$48,300~~49,266 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 ~~\$13.47~~13.74 to ~~\$17.97~~18.33 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 ~~\$11.23~~11.45 to ~~\$13.47~~13.75 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 ~~\$8.43~~8.60 to ~~\$11.23~~11.45 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: ~~October 15, 2018~~
~~July 1, 2019~~
~~July 1, 2020~~

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JAMES KENNEDY PUBLIC LIBRARY - TRUSTEE

- 1. Title: Trustee
- 2. Reports to: James Kennedy Public Library Board of Trustees and the City Council, City of Dyersville

3. Purpose and scope of the job:

Responsible for working with the full Board of Trustees to oversee the general operation of the library, establish policy, determine the final budget, conduct public relations, and plan. Must have a true sense of the library's enormous importance to the economic and social life of the community, an appreciation of the library, a desire to provide the best possible services for the community, and a sensitivity to the political conditions in the community. Appointed by the Mayor of the City of Dyersville. Accountable to the taxpayers and the people served by the library.

4. Specific Duties:

Attend regular board meetings, trainings, conferences, etc., in an effort to understand the functions of librarianship as well as issues and challenges facing libraries in general and the James Kennedy Public Library in particular. Read materials in advance, ask questions, participate appropriately at meetings, and make informed recommendations and decisions. Regular board meetings are typically held the second Tuesday of each month at ~~5:30~~7:00 pm. Meetings may be rescheduled and special meetings may be called at the discretion of the Library Board President and / or Executive Committee.

Become familiar with the legal and regulatory environment which governs the library and Library Board operations, including but not limited to the State and Local Code, Constitution and Bylaws, Iowa Open Meetings Law, and Confidentiality requirements.

Gain familiarity with the budgeting process. Review monthly and annual reports. Become familiar with the physical plant needs and resources and ensure that plans for facility maintenance and capital improvements are in place.

Ensure and participate in long range planning for the Library, and that needs of all segments of the community are assessed and considered. Ensure that all policies developed and approved by the Board are consistent with the approved plan. Monitor and evaluate the overall effectiveness of the library

Act as an advocate for legislation and funding that will help to meet the identified needs of the community and library.

Lend expertise and leadership to the board for the good of the library

Visit the library often and become acquainted with its services by using them

Advocate for the library in the community

Advocate for the community as a member of the library board

5. Knowledge, Abilities, and Skills:

Ability to work with people
Skill to lead and preside at board meetings when appropriate
Ability to plan
Ability to communicate effectively.

6. Qualifications:

Must be at least 18 years of age
Resident members must be bona fide citizens and residents of the City of
Dyersville
Non-resident members must be bona fide citizens and residents from areas that
contract with the library for library service

7. Term of office:

Appointments are for four years, except to fill vacancies
Each term shall commence on July first or upon appointment
Vacancies shall be filled only for the remainder of the unexpired term

8. Time commitment:

Monthly Board meetings and periodic committee meetings, attendance at
workshops, conferences and other learning opportunities, reading of materials and
preparation time. Time estimate of 5 hours per month.

Adopted June 2004, revised October 2010, May 2012, August 2016, July 2020