

Hello all:

Here is the packet for the Board Meeting on Tuesday, January 12, 2021 at 7 pm. Hope you can all participate!

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication – **Card from Marketing committee**
 - Approve Minutes of Previous Meeting: December 8, 2020 - **A**
 - Approve December Librarian's Report – **B**
 - Approve Bills:
 - December Claims Report - **C**
 - Library Claims for January – **D Included in these claims is the invoice for ILA dues. Need to decide which Board members are interested in being members. Usually is 3 plus the President.**
 - December / January Credit Card Claims - **E**
 - Budget Reports
 - December City Report - **F**
 - December Library Report - **G**
 - Trust Account Reports
 - December Bank Statements – **H1 & H2**
 - December Balance Report - **I**
 - Trust Account Expenditure Report - **J**
 - December Donations Form - **K**
 - Program Reports
 - December Report of Programs and Attendance – **L**
 - January Schedule of Events - **M**
 - Schedule for Upcoming Programs – **N – Not in this packet. Will email out when ready or bring to the meeting.**
 - Contract Use Reports
 - Statistics by Residence Area - **O**
 - Statistics by Contract / Service Area - **P**
 - Grant Report – **Nothing to Report**
 - Friends of the Library Report - **Membership mailing is scheduled to go out this month. DRA grant was submitted for Story Walk project. Total cost for the project is \$9,657. \$2671 is in-kind labor by city staff and the Friends will provide a \$3000 cash match. Decisions should be announced after January 19.**
 - JKPL Endowment Report –**Q: Fund Activity Statement for November**

4. Discussion of Current Library Operations and Services: **We continue to operate by appointment, curbside, etc. Any questions or comments?**
5. Review and possible action on JKPL Pandemic Interim Service Plan / Reopening Plan: **I have no suggestions regarding adjusting this plan. For a few weeks I had thought we might be able to drop back to the level we were at before Dubuque County became a red zone, but numbers are up again so it is unlikely that will happen soon. That step is not a change in the stage we are in the plan, but a slight lightening under the current stage – allowing more people in at one time, etc.**
6. Library Director Evaluation – **Karen K. will provide update on this.**
7. Fundraising Committee Report
 - Notes from January 6, 2021 Zoom Meeting
8. Furnishings, Art & Facilities Committee Report
9. Marketing Committee Report
 - Notes from December 20, 2020 Electronic Meeting
10. Personnel Committee Report
 - Notes from January 2-5, 2021 Electronic Meeting – **10A**
 - Proposed FY22 Personnel Budget – **10B**
 - Consider Approval of request from Shirley Vonderhaar to carry over unused vacation hours from CY 2020 to 2021: **Due to a staff issue, I was unable to take off scheduled vacation hours the last few days of December so I am asking that these 28 hours be carried over to CY21 – to be used by April 1, 2021.**
11. Finance Committee Report
 - FY22 Budget Work Session Schedule – **11A**
 - Notes from January 7, 2021 Zoom meeting – **11B**
 - Consider Approval of FY2022 Library Operating Budget Request – **11C**
 - Consider Approval of FY2022 Trust Account Budget Request
 - Consider Approval of Budget Amendment Request for FY21 Trust Account
 - Consider Approval to Transfer Trust Account Funds
12. Policy Committee Report: **No Report**
13. Strategic Planning Report: **No Report**
14. Meetings and Training
 - Upcoming
 - Recently Attended
15. Oral Presentations
16. Adjournment

| |
|---|
| Date of next regular meeting: Tuesday, February 9, 2021 7:00 pm |
|---|



320 1st Ave E
Dyersville, Iowa 52040

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

librarian@dyersville.lib.ia.us

Web: www.dyersville.lib.ia.us

Regular Library Board Meeting

**Tuesday,
January 12, 2021**

7:00 pm

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 Officers along with library staff may 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/97110038367?pwd=QUV1cmgvYXhiYmdabl dCZmF6Ni80UT09>

Meeting ID: 971 1003 8367

Passcode: 797803

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 971 1003 8367

Find your local number: <https://cityofdyersville.zoom.us/u/acx1ADw9hJ>

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meeting: December 8, 2020
 - Approve December Librarian's Report

- Approve Bills:
 - December Claims Report
 - Library Claims for January
 - December / January Credit Card Claims
 - Budget Reports
 - December City Report
 - December Library Report
 - Trust Account Reports
 - December Bank Statements
 - December Balance Report
 - Trust Account Expenditure Report
 - December Donations Form
 - Program Reports
 - December Report of Programs and Attendance
 - January Schedule of Events
 - Schedule for Upcoming Programs
 - Contract Use Reports
 - Statistics by Residence Area
 - Statistics by Contract / Service Area
 - Grant Report
 - Friends of the Library Report
 - JKPL Endowment Report
4. Discussion of Current Library Operations and Services
 5. Review and possible action on JKPL Pandemic Interim Service Plan / Reopening Plan
 6. Library Director Evaluation
 7. Fundraising Committee Report
 - Notes from January 6, 2021 Zoom Meeting
 8. Furnishings, Art & Facilities Committee Report
 9. Marketing Committee Report
 - Notes from December 20, 2020 Electronic Meeting
 10. Personnel Committee Report
 - Notes from January 2-5, 2021 Electronic Meeting
 - Proposed FY22 Personnel Budget
 - Consider Approval of request from Shirley Vonderhaar to carry over unused vacation hours from CY 2020 to 2021.
 11. Finance Committee Report
 - FY22 Budget Work Session Schedule
 - Notes from January 7, 2021 Zoom meeting
 - Consider Approval of FY2022 Library Operating Budget Request
 - Consider Approval of FY2022 Trust Account Budget Request
 - Consider Approval of Budget Amendment Request for FY21 Trust Account
 - Consider Approval to Transfer Trust Account Funds
 12. Policy Committee Report
 13. Strategic Planning Report

14. Meetings and Training
 - Upcoming
 - Recently Attended
15. Oral Presentations
16. Adjournment

Date of next regular meeting: Tuesday, February 9, 2021 7:00 pm

2020

**OH, WHAT
A YEAR!**

Thank you for your
support this year.
We so appreciate it!

Wishing you a healthy,
happy, and prosperous
new year!



A

**James Kennedy Public Library
Board of Trustees
Minutes of the December 8, 2020 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, December 8, 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, with the Library Director attending from within the library facility. Present: Karen Kramer, Catherine O’Hea, Angela English, Danielle Will, Ray Kruse, Karen Tieskoetter, Sue Engelbrecht, and Library Director Shirley Vonderhaar. Mary Jane Meade arrived at 7:26 P.M.

1. Vice President Karen Kramer called the meeting to order at 7:00 P.M.
2. Agenda: English MOVED “approval of the Agenda” which motion was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, Tieskoetter, and Engelbrecht. Nays: None. Absent: Meade.
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Thank You card from Ray Kruse with the ISU Extension
 - Thank You card from family of Wayne Drexler
 - Minutes of Previous Meeting: November 11, 2020
 - November Librarian’s Report
 - Bills
 - November Claims Report
 - Library Claims for December
 - November/December Credit Card Claims
 - Budget Reports
 - November City Report
 - November Library Report
 - Trust Account Reports
 - November Bank Statements
 - November Balance Report
 - Trust Account Expenditure Report
 - November Donations Form
 - Violet and Brock Friedmann - \$100.00
 - Joyce Bries - \$15.59
 - Leah McCool - \$76.69
 - Mask & Luggage tag Sales - \$16.00
 - Amaryllis Kit Materials Fee - \$345.00
 - Dorothy Digmann - \$500.00
 - Program Reports

- November Report on Programs and Attendance
- December Schedule of Events
- Schedule for Upcoming Programs
- Grant Report
 - DRA announced they have allocated funds for the 2020 grant cycle. The Friends application will be submitted with the StoryWalk as the project to be supported.
 - Theisen's did not award a grant but gave a \$20 gift card to be used for program supplies.
 - Teen Space project funding was spent to purchase a new book display and also a new banner will be created to designate that space.
- Friends of the Library Report
 - Membership Mailing will be in January
- JKPL Endowment Report
 - Fund/Gift Activity Statement

English MOVED "approval of the consent items" which was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, Engelbrecht, and Meade. Nays: None.

4. Consider approval of revised Constitution and Bylaws
 - Discussion of revisions discussed in November meeting. Advance notice of 30 days has been satisfied. The Policy Committee MOVED to "approve revision of Constitution and Bylaws." No second needed as motion came from the committee. Motion CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, Engelbrecht, and Meade. Nays: None.
5. Election of Officers (to fill vacancies)
 - Nominated for President – Karen Kramer
 - Engelbrecht MOVED "that nominations be closed and the nominee be elected by acclamation" which was second by English and CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, Engelbrecht, and Meade. Nays: None.
 - Due to Kramer being elected as President, the Vice President role became vacant.
 - Nominated for Vice President – Angela English
 - Kramer MOVED "that nominations be closed and the nominee be elected by acclamation" which was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, Engelbrecht, and Meade. Nays: None.
6. Discussion of Committee Assignments
 - Kramer appointed English as new Endowment Liaison.
7. Discussion of Current Library Operations and Services
 - No Change in operations or services
8. Update on Library Director Evaluation

- Karen Kramer will be e-mailing evaluations to Board Members to complete.
9. Finance Committee Report
 - City has not provided the schedule for the budget proposals. Committees will meet to prepare budgets for proposal.
 10. Fundraising Committee Report
 - Soup Lunch/Supper will be held January 25th. Each board member is asked to provide 4-5 quarts of soup and assist at the event. More details and sign up will be e-mailed to members.
 11. Furnishings, Art & Facilities Committee Report: None
 12. Marketing Committee Report: None
 13. Personnel Committee Report: None
 14. Policy Committee Report: None
 15. Strategic Planning Report: None
 16. Meetings and Training
 - Iowa Libraries Online upcoming in January.
 17. Oral Presentations: None
 18. Meeting adjourned by President Karen Kramer at 8:19 P.M.

Catherine O'Hea

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

B

Additions: Items purchased: 165 Items donated:3 Year to date: 1,856 Donations: Prev. YTD: 261 Curr. YTD: 281
 Items withdrawn: Books: 55
 Year to date: Books: 2,319 SCDs: 1 DVDs: 8 Kits: 5 Games: 52
 New Library Cards Issued City: 3 Contractual: 4 Total: 4 YTD: 39
 Computer use: 46 hours; 136 sessions YTD: 400 hours; 531 sessions Previous YTD: 2,743 hours; 4,227 sessions
 WiFi Use (from WhoFi software) 57 sessions, 53 visits, 17 unique visitors YTD: 2,533 sessions, 1,629 visits
 Meeting Room Use: No meeting space available YTD: 0 Previous YTD: 1,152
 Programs Held: 38 Attendance & Interactions: 1,146; FB Views : 651 Library Visits: 799 YTD: 4,402 Prev. YTD: 43,273
 Circulation Summary:

| | | | |
|--------------------------|---------|--------------------------|---------|
| Number of Items Loaned | 4,280 | Year to Date: | 32,962 |
| Previous Year Circ. | 8,500 | Previous YTD: | 60,507 |
| Difference (numerical): | -4,220 | Difference (numerical): | -27,545 |
| Difference (percentage): | -49.65% | Difference (percentage): | -45.52% |

| General Fund Receipts: | Current | Year to Date | Budgeted |
|--|-----------------|--------------------|--------------------|
| Copier & Misc: | 20.20 | 163.80 | 850.00 |
| Computer Printing: | 45.05 | 317.40 | 1,275.00 |
| Reader/printer: | 0.00 | 1.05 | 25.00 |
| Fax: | 28.00 | 177.00 | 900.00 |
| Computer Use | 1.00 | 9.00 | 250.00 |
| Holds & Scans | 6.00 | 32.00 | 100.00 |
| Lost Books and Materials | 14.87 | 186.02 | 1,000.00 |
| Memberships | 0.00 | 260.00 | 300.00 |
| Agency Contract fees: | 0.00 | 0.00 | 5,000.00 |
| Iowa Direct State Aid, Enrich Iowa and Infrastructure Fund | 0.00 | 13,993.12 | 13,000.00 |
| Misc (including Creation Station): | 0.9 | 35.30 | 300.00 |
| Total: | \$116.02 | \$15,174.69 | \$23,000.00 |

| Trust Account Receipts: | Current | Year to Date |
|---|-----------------|--------------------|
| CB Donations: | 6.95 | 29.24 |
| Memorials: | 0.00 | 20.00 |
| History Books & Centennial Coins: | 0.00 | 20.00 |
| Adopt a book donations: | 16.23 | 476.55 |
| Friends donation: | 29.50 | 156.75 |
| Other: amaryllis program & weber donation | 95.00 | 13,933.42 |
| Other: Charity & Quilt fundraisers | 461.00 | 2,164.20 |
| Other: masks, coloring book, & candy | 40.00 | 521.50 |
| Total: | \$648.68 | \$17,321.66 |

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 | 5 | 10 | 23 | 18 | 41 | 7 | 43 | 5 | 1 | 10 | 3 | 2 | 168 |
| 2019 Month | 21 | 74 | 27 | 38 | 49 | 7 | 10 | 9 | 1 | 17 | 5 | 3 | 261 |
| Curr. YTD | 96 | 611 | 164 | 146 | 335 | 108 | 77 | 61 | 9 | 171 | 38 | 40 | 1856 |
| Prev. YTD | 126 | 472 | 179 | 149 | 479 | 87 | 25 | 56 | 1 | 186 | 51 | 98 | 1909 |

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 | 341 | 1331 | 134 | 942 | 329 | 179 | 48 | 3304 | 215 | 58 | 4 | 458 | 163 | 78 | 4280 |
| 2019 mor | 586 | 2417 | 347 | 1792 | 202 | 212 | 18 | 5574 | 148 | 248 | 25 | 1283 | 800 | 422 | 8500 |
| Difference | -245 | -1086 | -213 | -850 | 127 | -33 | 30 | -2270 | 67 | -190 | -21 | -825 | -637 | -344 | -4220 |
| Current YTD | 2724 | 9466 | 1342 | 7918 | 2029 | 1230 | 146 | 24855 | 1363 | 517 | 121 | 3788 | 1471 | 847 | 32962 |
| Prev. YTD | 4327 | 13442 | 2466 | 15860 | 1415 | 1406 | 66 | 38982 | 1132 | 1865 | 245 | 10049 | 5176 | 3058 | 60507 |
| Difference | -1603 | -3976 | -1124 | -7942 | 614 | -176 | 80 | -14127 | 231 | -1348 | -124 | -6261 | -3705 | -2211 | -27545 |
| Diff. % | -37.0% | -29.6% | -45.6% | -50.1% | 43.4% | -12.5% | NA | -36.2% | 20.4% | -72.3% | -50.6% | -62.3% | -71.6% | -72.3% | -45.5% |

Freegal Music Downloads: Dec: 15 downloaded & 2 streamed; 0 video Total FY= 532 **Bridges Video Downloads:** Dec: 0 Total FY = 11
Mango Language Use: Dec: 10 sessions; FY = 260 total sessions (includes mobile & computer) **Kanopy Video:** Dec: 153; FY = 455

C

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

Utilities and Contractual

| Check issued to: | Purpose | Amount |
|-------------------------|--------------------|-------------------|
| Tim Singsank | Custodial Services | \$750.00 |
| Black Hills | Gas / Heat | 224.31 |
| Alliant Energy | Electricity | 944.43 |
| Mediacom | Phone | 112.03 |
| Total | | \$2,030.77 |

Miscellaneous Bills

| Check issued to: | Purpose | Amount |
|-------------------------|--------------------------------------|-----------------|
| City Laundry | Cleaning fee / mat | 14.82 |
| Midwest Bank / CC | Interest | 2.18 |
| Midwest Bank / CC | Dollar Tree Inc / program supplies | 51.36 |
| Midwest Bank / CC | Happiness is Home / program supplies | 9.95 |
| UPS | Shipping | 14.47 |
| Pitney Bowes | Shipping / Postage | 68.55 |
| Total | | \$161.33 |

| December 2020 Budget | |
|--|--------------------|
| December 2020 Claims submitted | \$4,140.97 |
| Utility and Contractual from Bills above | 2,030.77 |
| Miscellaneous Bills from above | 161.33 |
| Total wages and benefits | 24,721.29 |
| Total December 2020 expenses | \$31,054.36 |

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



Dyersville, IA

D

Expense Approval Register

Packet: APPKT00659 - January 2021 Library Bills

| Vendor Name | Payable Number | Description (Item) | Account Number | Account Name | Amount |
|---|-----------------|----------------------------------|-------------------|-----------------------------|-----------------|
| Fund: 001 - GENERAL FUND | | | | | |
| Department: 410 - LIBRARY | | | | | |
| IOWA LIBRARY ASSOCIATION | 01.13.2021 | Dues - Annual | 001-5-410-4-62100 | DUES | 546.00 |
| EICK, ROBERT | 201-A | Computer Maintenance | 001-5-410-4-63750 | MAINTENANCE | 169.00 |
| ACE HOMEWORKS | 225141 | Repairs - Shelf | 001-5-410-4-63750 | MAINTENANCE | 15.27 |
| ACCESS SYSTEMS | 28397181 | Contract - Copier Lease | 001-5-410-4-64316 | CONTRACTS | 154.29 |
| FAREWAY STORES INC. | 00004125 | Supplies - Cocoa Day Program | 001-5-410-4-65060 | OFFICE SUPPLIES | 32.96 |
| AMAZON | 01.01.2021 | Programs | 001-5-410-4-65060 | OFFICE SUPPLIES | 38.22 |
| AMAZON | 01.01.2021 | Supplies | 001-5-410-4-65060 | OFFICE SUPPLIES | 41.97 |
| HERITAGE PRINTING CO | 103518 | Supplies - Postcards/Marketing | 001-5-410-4-65060 | OFFICE SUPPLIES | 39.00 |
| BENTON-HERMSEN, KIMSHIRO | 12.05.20 | Supplies - Christmas Program | 001-5-410-4-65060 | OFFICE SUPPLIES | 20.31 |
| SCHRANDT, DAWN | 12.29.20 | Supplies - stamps | 001-5-410-4-65060 | OFFICE SUPPLIES | 35.00 |
| SYSTEMS TECHNOLOGY GROU... | 12885 | Supplies - Read squared softw... | 001-5-410-4-65060 | OFFICE SUPPLIES | 50.00 |
| QUILL CORPORATION | 13062545 | Supplies - COVID | 001-5-410-4-65060 | OFFICE SUPPLIES | 34.18 |
| RANDY'S NEIGHBORHOOD MA... | 3580 | Supplies - Cocoa Day Program | 001-5-410-4-65060 | OFFICE SUPPLIES | 20.96 |
| DEMCO EDUCATIONAL CORP | 6881140 | Supplies - Library | 001-5-410-4-65060 | OFFICE SUPPLIES | 126.50 |
| AMAZON | 01.01.2021 A | Subscriptions | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 51.95 |
| AMAZON | 01.01.2021 | Games | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 436.86 |
| CONSUMER REPORTS ON HEA... | 01.01.2021 | Subscription - 2 yr | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 41.73 |
| AMAZON | 01.01.2021 | Smart Spaces | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 2.99 |
| AMAZON | 01.01.2021 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 48.21 |
| AMAZON | 01.01.2021 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 26.80 |
| AMAZON | 01.01.2021 | Audio Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 37.62 |
| AMAZON | 01.01.2021 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 110.11 |
| AMAZON | 01.01.2021 | DVD | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 476.61 |
| OVERDRIVE | 06497CO20448405 | Electronic Media - ebooks | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 1,255.15 |
| SCHRANDT, DAWN | 12.28.20 | DVDs | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 85.59 |
| CENTER POINT PUBLISHING | 1810913 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 53.14 |
| BAKER & TAYLOR BOOKS | 2035648860 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 92.07 |
| BAKER & TAYLOR BOOKS | 2035658797 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 54.60 |
| BAKER & TAYLOR BOOKS | 2035675611 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 48.14 |
| BAKER & TAYLOR BOOKS | 2035688938 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 18.60 |
| BAKER & TAYLOR BOOKS | 2035688938 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 72.97 |
| FINDAWAY WORLD LLC | 336613 | Books - Audio | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 121.48 |
| OVERDRIVE | 6497CO20436971 | Electronic Media - ebooks | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 545.99 |
| CENGAGE LEARNING | 72688264 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 161.92 |
| CENGAGE LEARNING | 72688319 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 20.24 |
| CENGAGE LEARNING | 72709482 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 20.24 |
| CENGAGE LEARNING | 72721615 | Books | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 25.59 |
| LIBRARY IDEAS | 79722 | Electronic Media - ebooks | 001-5-410-4-67701 | BOOKS/FILMS/RECORDS/SUBS... | 2.00 |
| Department 410 - LIBRARY Total: | | | | | 5,134.26 |
| Fund 001 - GENERAL FUND Total: | | | | | 5,134.26 |
| Fund: 002 - LIBRARY TRUST FUND | | | | | |
| Department: 410 - LIBRARY | | | | | |
| AMAZON | 01.01.2021 A | Memorials | 002-5-410-4-67700 | LIBRARY TRUST EXPENDITURE | 20.00 |
| AMAZON | 01.01.2021 | Memorials | 002-5-410-4-67700 | LIBRARY TRUST EXPENDITURE | 83.86 |
| KANOPIY, INC. | 228868 - PPU | Programs - Streaming Videos | 002-5-410-4-67700 | LIBRARY TRUST EXPENDITURE | 31.00 |
| CENGAGE LEARNING | 72683703 | Memorial - Robert Brueckner | 002-5-410-4-67700 | LIBRARY TRUST EXPENDITURE | 125.20 |
| CENGAGE LEARNING | 72683720 | Books - Memorial - Robert Bru... | 002-5-410-4-67700 | LIBRARY TRUST EXPENDITURE | 63.72 |
| CENGAGE LEARNING | 72704045 | Books - Memorial - Robert Bru... | 002-5-410-4-67700 | LIBRARY TRUST EXPENDITURE | 26.24 |
| Department 410 - LIBRARY Total: | | | | | 350.02 |
| Fund 002 - LIBRARY TRUST FUND Total: | | | | | 350.02 |
| Grand Total: | | | | | 5,484.28 |

E

Credit Card Claims for December 2020 & January 2021

| Date | Vendor | Items | Amount |
|-------------|------------------------|-----------------------------|---------------|
| 12/8/2020 | Happiness is Home | New Year's Program supplies | 9.95 |
| 12/18/2020 | Mediacom | Telephone | 112.03 |
| 12/10/2020 | Dollar Tree | Pans / program supplies | 51.36 |
| 12/18/2020 | Johnny's Selected Seed | Seeds / program supplies | 57.85 |
| 12/18/2020 | Facebook | Ads | 18.64 |
| 12/30/2020 | Facebook | Ads | 31.36 |
| 1/5/2021 | Target | DVDs | 35.77 |
| | | | |

| | | 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 | 244,711.00 | 244,711.00 | 17,901.75 | 117,823.61 | 126,887.39 | 51.85 % |
| <u>001-5-410-4-61100</u> | FICA | 15,172.00 | 15,172.00 | 1,077.69 | 7,111.73 | 8,060.27 | 53.13 % |
| <u>001-5-410-4-61200</u> | MEDICARE | 3,548.00 | 3,548.00 | 252.01 | 1,663.06 | 1,884.94 | 53.13 % |
| <u>001-5-410-4-61300</u> | IPERS | 23,101.00 | 23,101.00 | 1,689.93 | 11,122.51 | 11,978.49 | 51.85 % |
| <u>001-5-410-4-61500</u> | GROUP INSURANCE | 41,800.00 | 41,800.00 | 3,793.14 | 22,673.70 | 19,126.30 | 45.76 % |
| <u>001-5-410-4-61700</u> | SUI | 194.00 | 194.00 | 6.77 | 126.33 | 67.67 | 34.88 % |
| <u>001-5-410-4-62100</u> | DUES | 750.00 | 750.00 | 0.00 | 329.00 | 421.00 | 56.13 % |
| <u>001-5-410-4-62300</u> | MEETINGS/TRAINING | 2,500.00 | 2,500.00 | 0.00 | 369.00 | 2,131.00 | 85.24 % |
| <u>001-5-410-4-63710</u> | ELECTRICITY | 14,000.00 | 14,000.00 | 944.43 | 6,661.74 | 7,338.26 | 52.42 % |
| <u>001-5-410-4-63711</u> | GAS HEAT | 2,500.00 | 2,500.00 | 224.31 | 529.05 | 1,970.95 | 78.84 % |
| <u>001-5-410-4-63730</u> | TELEPHONE | 700.00 | 700.00 | 112.03 | 470.56 | 229.44 | 32.78 % |
| <u>001-5-410-4-63750</u> | MAINTENANCE | 9,500.00 | 9,500.00 | 0.00 | 1,466.97 | 8,033.03 | 84.56 % |
| <u>001-5-410-4-64080</u> | INSURANCE PREMIUM | 6,500.00 | 6,500.00 | 0.00 | 124.00 | 6,376.00 | 98.09 % |
| <u>001-5-410-4-64110</u> | LEGAL FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| <u>001-5-410-4-64200</u> | ELECTIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| <u>001-5-410-4-64316</u> | CONTRACTS | 0.00 | 0.00 | 154.29 | 880.90 | -880.90 | 0.00 % |
| <u>001-5-410-4-64322</u> | CONTRACTED SERVICES | 8,300.00 | 8,300.00 | 750.00 | 3,750.00 | 4,550.00 | 54.82 % |
| <u>001-5-410-4-65060</u> | OFFICE SUPPLIES | 21,000.00 | 21,000.00 | 738.13 | 4,640.23 | 16,359.77 | 77.90 % |
| <u>001-5-410-4-67210</u> | FURNITURE/FIXTURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| <u>001-5-410-4-67274</u> | CAPITAL IMPROVEMENTS/EQUIPM | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 % |
| <u>001-5-410-4-67701</u> | BOOKS/FILMS/RECORDS/SUBSCRIP | 61,500.00 | 61,500.00 | 3,409.88 | 29,707.43 | 31,792.57 | 51.70 % |
| | Expense Total: | 455,776.00 | 455,776.00 | 31,054.36 | 209,449.82 | 246,326.18 | 54.05 % |
| | Fund: 001 - GENERAL FUND Total: | 455,776.00 | 455,776.00 | 31,054.36 | 209,449.82 | 246,326.18 | 54.05 % |
| Fund: 002 - LIBRARY TRUST FUND | | | | | | | |
| Expense | | | | | | | |
| <u>002-5-410-4-67700</u> | LIBRARY TRUST EXPENDITURE | 30,000.00 | 30,000.00 | 3,178.81 | 28,736.85 | 1,263.15 | 4.21 % |
| | Expense Total: | 30,000.00 | 30,000.00 | 3,178.81 | 28,736.85 | 1,263.15 | 4.21 % |
| | Fund: 002 - LIBRARY TRUST FUND Total: | 30,000.00 | 30,000.00 | 3,178.81 | 28,736.85 | 1,263.15 | 4.21 % |
| | Report Total: | 485,776.00 | 485,776.00 | 34,233.17 | 238,186.67 | 247,589.33 | 50.97 % |

G

| James Kennedy Public Library FY21 Operating Budget | | | | | | | |
|--|-------------------|------------------|------------------|------------------|------------------|-------------------|-------------------|
| | FY21 | October | November | December | Jan (est) | Received to date | Difference |
| ESTIMATED REVENUES: | | | | | | | |
| Dubuque County Library Agency | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 |
| Fees from copier, R/P, etc. | 5,000.00 | 345.20 | 160.32 | 115.37 | 150.00 | 1,180.92 | 3,819.08 |
| Open Access | 10,600.00 | 0.00 | 11,671.80 | 0.00 | 0.00 | 11,671.80 | -1,071.80 |
| Access Plus / ILL | 400.00 | 0.00 | 323.24 | 0.00 | 0.00 | 323.24 | 76.76 |
| Direct State Aid | 2,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,998.08 | 1.92 |
| TOTAL: | 23,000.00 | 345.20 | 12,155.36 | 115.37 | 150.00 | 15,174.04 | 7,825.96 |
| ESTIMATED EXPENDITURES: | | | | | | | |
| PERSONAL SERVICES | | | | | | Spent to date | Remaining |
| Wages | 244,711.00 | 22,338.67 | 17,944.47 | 17,901.75 | 18,000.00 | 117,823.61 | 126,887.39 |
| FICA | 15,172.00 | 1,352.76 | 1,080.32 | 1,077.69 | 1,116.00 | 7,111.73 | 8,060.27 |
| Medicare | 3,548.00 | 316.36 | 252.62 | 252.01 | 261.00 | 1,663.06 | 1,884.94 |
| IPERS | 23,101.00 | 2,108.77 | 1,693.98 | 1,689.93 | 1,699.20 | 11,122.51 | 11,978.49 |
| SUI | 194.00 | 11.75 | 9.49 | 6.77 | 18.00 | 126.33 | 67.67 |
| Group Insurance | 41,800.00 | 3,793.14 | 3,793.14 | 3,793.14 | 3,800.00 | 22,673.70 | 19,126.30 |
| Meetings and training | 2,500.00 | 25.00 | 0.00 | 0.00 | 0.00 | 369.00 | 2,131.00 |
| Dues and memberships | 750.00 | 329.00 | 0.00 | 0.00 | 546.00 | 329.00 | 421.00 |
| TOTAL: | 331,776.00 | 30,275.45 | 24,774.02 | 24,721.29 | 25,440.20 | 161,218.94 | 170,557.06 |
| CONTRACTUAL SERVICES: | | | | | | | |
| Utilities (telephone) | 700.00 | 111.87 | 108.54 | 112.03 | 112.00 | 581.60 | 118.40 |
| Electricity | 14,000.00 | 1,348.46 | 995.11 | 944.43 | 1,000.00 | 6,550.70 | 7,449.30 |
| Gas / Heat | 2,500.00 | 45.68 | 153.80 | 224.31 | 400.00 | 529.05 | 1,970.95 |
| Insurance (bldg) | 6,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 124.00 | 6,376.00 |
| Legal Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Custodial services | 8,000.00 | 600.00 | 600.00 | 750.00 | 600.00 | 3,750.00 | 4,250.00 |
| Window cleaning | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| Service / Maintenance Contracts | 9,500.00 | 149.15 | 180.29 | 154.29 | 154.29 | 880.90 | 8,619.10 |
| TOTAL: | 41,500.00 | 2,255.16 | 2,037.74 | 2,185.06 | 2,266.29 | 12,416.25 | 29,083.75 |
| SUPPLIES: | | | | | | | |
| General library supplies | 10,000.00 | 224.96 | 1,449.05 | 445.06 | 202.65 | 3,566.90 | 6,433.10 |
| Program fees & supplies | 2,500.00 | 101.44 | 93.25 | 293.07 | 162.45 | 504.11 | 1,995.89 |
| Marketing & advertising | 1,500.00 | 197.65 | 0.00 | 0.00 | 74.00 | 532.74 | 967.26 |
| Maintenance and Repairs | 7,000.00 | 345.09 | 21.88 | 0.00 | 184.27 | 1,466.97 | 5,533.03 |
| TOTAL | 21,000.00 | 869.14 | 1,564.18 | 738.13 | 623.37 | 6,070.72 | 14,929.28 |
| BOOKS AND MATERIALS | | | | | | | |
| Adult fiction | 8,000.00 | 1,267.55 | 1,078.73 | 860.91 | 315.99 | 5,384.23 | 2,615.77 |
| Adult nonfiction | 5,000.00 | 843.18 | 365.35 | 651.70 | 110.11 | 3,195.13 | 1,804.87 |
| YA fiction | 2,000.00 | 0.00 | 825.90 | 201.42 | 0.00 | 2,198.20 | -198.20 |
| YA nonfiction | 800.00 | 0.00 | 0.00 | 0.00 | 0.00 | 209.24 | 590.76 |
| Juvenile fiction | 8,500.00 | 0.00 | 3,507.36 | 267.73 | 26.80 | 4,042.70 | 4,457.30 |
| Juvenile nonfiction | 4,000.00 | 14.95 | 672.69 | 128.22 | 0.00 | 837.23 | 3,162.77 |
| Large Print | 3,500.00 | 728.99 | 19.20 | 350.12 | 299.73 | 2,352.21 | 1,147.79 |
| Electronic media (ebooks, etc.) | 6,000.00 | 192.24 | 28.99 | 5.00 | 1,803.14 | 2,101.87 | 3,898.13 |
| Reference & electronic databases | 5,000.00 | 505.80 | 0.00 | 160.00 | 0.00 | 4,764.61 | 235.39 |
| Periodicals and newspapers | 4,500.00 | 0.00 | 192.13 | 49.99 | 93.68 | 835.32 | 3,664.68 |
| Audiobooks (CD, playaway) | 4,200.00 | 231.11 | 321.84 | 428.33 | 159.10 | 1,165.78 | 3,034.22 |
| Software & Gaming | 2,000.00 | 365.71 | 72.93 | 32.99 | 436.86 | 594.97 | 1,405.03 |
| DVDs | 6,500.00 | 425.50 | 226.11 | 270.48 | 562.20 | 1,987.48 | 4,512.52 |
| SS / Creation Station | 1,500.00 | 2.99 | 2.99 | 2.99 | 2.99 | 74.94 | 1,425.06 |
| TOTAL: | 61,500.00 | 4,578.02 | 7,314.22 | 3,409.88 | 3,810.60 | 29,743.91 | 31,756.09 |
| TOTAL EXPENDITURES: | 455,776.00 | 37,977.77 | 35,690.16 | 31,054.36 | 32,140.46 | 209,449.82 | 246,326.18 |
| TOTAL REVENUES: | 23,000.00 | 345.20 | 12,155.36 | 115.37 | 150.00 | 15,174.04 | 7,825.96 |
| ACTUAL ASKING | 432,776.00 | 37,632.57 | 23,534.80 | 30,938.99 | 31,990.46 | 194,275.78 | 238,500.22 |
| Capital Improvement | 28,000.00 | | | | | 0.00 | |
| Total Expenditures | 483,776.00 | 37,977.77 | 35,690.16 | 31,054.36 | 32,140.46 | 209,449.82 | 246,326.18 |

| James Kennedy Public Library FY21 Operating Budget | | | | | | | | | |
|--|------------|-----------------------|-----------------------------|---------------------|------------------------|----------------------|----------------------|------------------|--|
| | FY21 | % Expended To date | FY20 Expense thru Dec 19 | Dec '19 expenses | Total FY20 expenses | Budget Projection | Amount Over/Under | Ov/Und Budget | |
| ESTIMATED REVENUES: | | | | | | | | | |
| Dubuque County Library Agency | 5,000.00 | | 0.00 | 0.00 | 6,790.74 | | | | |
| Fees from copier, R/P, etc. | 5,000.00 | | 2,343.84 | 220.14 | 3,237.85 | | | | |
| Open Access | 10,600.00 | | 10,651.98 | 10,651.98 | 10,651.98 | | | | |
| Access Plus / ILL | 400.00 | | 401.80 | 401.80 | 401.80 | | | | |
| Direct State Aid | 2,000.00 | | 1,775.69 | 0.00 | 1,775.69 | | | | |
| TOTAL: | 23,000.00 | | 15,173.31 | 11,273.92 | 22,858.06 | | | | |
| | | | 15,173.31 | | 22,858.06 | | | | |
| ESTIMATED EXPENDITURES: | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | |
| | | | Spent to date | | Spent to date | | | | |
| Wages | 244,711.00 | 48.1% | 115,518.35 | 18,128.92 | 230,505.74 | 122,637.34 | -4,814 | 0.96 | |
| FICA | 15,172.00 | 46.9% | 6,954.65 | 1,089.41 | 13,890.48 | 7,596.28 | -485 | 0.94 | |
| Medicare | 3,548.00 | 46.9% | 1,626.63 | 254.81 | 3,248.86 | 1,776.40 | -113 | 0.94 | |
| IPERS | 23,101.00 | 48.1% | 10,904.92 | 1,711.35 | 21,718.76 | 11,598.94 | -476 | 0.96 | |
| SUI | 194.00 | 65.1% | 166.30 | 8.41 | 368.17 | 87.63 | 39 | 1.44 | |
| Group Insurance | 41,800.00 | 54.2% | 20,218.55 | 3,382.31 | 42,359.67 | 19,951.42 | 2,722 | 1.14 | |
| Meetings and training | 2,500.00 | 14.8% | 576.18 | 0.00 | 650.88 | 2,213.08 | -1,844 | 0.17 | |
| Dues and memberships | 750.00 | 43.9% | 150.00 | 0.00 | 761.00 | 147.83 | 181 | 2.23 | |
| TOTAL: | 331,776.00 | 48.6% | 156,115.58 | 24,575.21 | 313,503.56 | 165,214.72 | -3,996 | 0.98 | |
| | | | 156,115.58 | | 313,503.56 | | | | |
| CONTRACTUAL SERVICES: | | | | | | | | | |
| Utilities (telephone) | 700.00 | 83.1% | 1,549.06 | 0.00 | 2,164.66 | 500.93 | 81 | 1.16 | |
| Electricity | 14,000.00 | 46.8% | 7,596.96 | 769.72 | 13,358.47 | 7,961.80 | -1,411 | 0.82 | |
| Gas / Heat | 2,500.00 | 21.2% | 555.11 | 291.24 | 1,925.53 | 720.72 | -192 | 0.73 | |
| Insurance (bldg) | 6,500.00 | 1.9% | 0.00 | 0.00 | 5,857.00 | Zero | 0 | Nothing | |
| Legal Fees | 0.00 | NA | 0.00 | 0.00 | 0.00 | Zero | 0 | Nothing | |
| Custodial services | 8,000.00 | 46.9% | 3,900.00 | 750.00 | 7,175.00 | 4,348.43 | -598 | 0.86 | |
| Window cleaning | 300.00 | 0.0% | 165.00 | 0.00 | 265.00 | 186.79 | -187 | 0.00 | |
| Service / Maintenance Contracts | 9,500.00 | 9.3% | 1,156.54 | 442.76 | 11,061.79 | 993.25 | -112 | 0.89 | |
| TOTAL: | 41,500.00 | 29.9% | 14,922.67 | 2,253.72 | 41,807.45 | 14,812.93 | -2,397 | 0.84 | |
| | | | 14,922.67 | | 41,807.45 | | | | |
| SUPPLIES: | | | | | | | | | |
| General library supplies | 10,000.00 | 35.7% | 7,995.09 | 1,182.87 | 11,918.89 | 6,707.91 | -3,141 | 0.53 | |
| Program fees & supplies | 2,500.00 | 20.2% | 1,104.82 | 214.35 | 2,448.52 | 1,128.05 | -624 | 0.45 | |
| Marketing & advertising | 1,500.00 | 35.5% | 561.21 | 0.00 | 961.57 | 875.46 | -343 | 0.61 | |
| Maintenance and Repairs | 7,000.00 | 21.0% | 25,441.09 | 0.00 | 34,237.54 | 5,201.53 | -3,735 | 0.28 | |
| TOTAL | 21,000.00 | 28.9% | 35,102.21 | 1,397.22 | 49,566.52 | 14,871.86 | -8,801 | 0.41 | |
| | | | 35,102.21 | | 49,566.52 | | | | |
| BOOKS AND MATERIALS | | | | | | | | | |
| Adult fiction | 8,000.00 | 67.3% | 3,485.32 | 513.08 | 8,764.77 | 3,181.21 | 2,203 | 1.69 | |
| Adult nonfiction | 5,000.00 | 63.9% | 2,303.55 | 574.97 | 5,051.28 | 2,280.16 | 915 | 1.40 | |
| YA fiction | 2,000.00 | 109.9% | 1,292.33 | 221.81 | 2,046.60 | 1,262.90 | 935 | 1.74 | |
| YA nonfiction | 800.00 | 26.2% | 60.73 | 0.00 | 541.78 | 89.67 | 120 | 2.33 | |
| Juvenile fiction | 8,500.00 | 47.6% | 3,673.87 | 265.01 | 8,157.02 | 3,828.35 | 214 | 1.06 | |
| Juvenile nonfiction | 4,000.00 | 20.9% | 938.21 | 8.00 | 3,516.98 | 1,067.06 | -230 | 0.78 | |
| Large Print | 3,500.00 | 67.2% | 2,594.07 | 456.04 | 3,536.85 | 2,567.04 | -215 | 0.92 | |
| Electronic media (ebooks, etc.) | 6,000.00 | 35.0% | 2,428.14 | 586.71 | 5,536.52 | 2,631.41 | -530 | 0.80 | |
| Reference & electronic databases | 5,000.00 | 95.3% | 4,207.64 | 160.00 | 8,043.44 | 2,615.57 | 2,149 | 1.82 | |
| Periodicals and newspapers | 4,500.00 | 18.6% | 1,874.42 | 129.95 | 4,401.04 | 1,916.57 | -1,081 | 0.44 | |
| Audiobooks (CD, playaway) | 4,200.00 | 27.8% | 1,200.71 | 143.68 | 3,964.60 | 1,272.00 | -106 | 0.92 | |
| Software & Gaming | 2,000.00 | 29.7% | 840.55 | 179.59 | 2,009.65 | 836.51 | -242 | 0.71 | |
| DVDs | 6,500.00 | 30.6% | 2,929.34 | 440.62 | 6,408.75 | 2,971.05 | -984 | 0.67 | |
| SS / Creation Station | 1,500.00 | 5.0% | 276.50 | 123.55 | 433.78 | 956.13 | -881 | 0.08 | |
| TOTAL: | 61,500.00 | 48.4% | 28,105.38 | 3,803.01 | 62,413.06 | 27,694.22 | 2,050 | 1.07 | |
| | | | 28,105.38 | | 62,413.06 | | | | |
| TOTAL EXPENDITURES: | 455,776.00 | 46.0% | 234,245.84 | 32,029.16 | 467,290.59 | 228,473.75 | -19,024 | 0.92 | |
| TOTAL REVENUES: | 23,000.00 | 66.0% | 15,173.31 | 11,273.92 | 22,858.06 | 15,267.53 | -93 | 0.99 | |
| ACTUAL ASKING | 432,776.00 | 44.9% | 219,072.53 | 20,755.24 | 444,432.53 | 213,326.72 | -19,051 | 0.91 | |
| Capital Improvement | 28,000.00 | | 0.00 | | 0.00 | | | | |
| Total Expenditures | 483,776.00 | | 234,245.84 | 32,029.16 | 467,290.59 | | | | |



**MidWestOne
Bank.**

Simply better banking.

102 South Clinton Street, Iowa City, IA 52240

>002959 5694853 0001 093516 10Z

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

H-1

Statement Ending 12/31/2020

CITY OF DYERSVILLE

Page 1 of 2

Account Number: XX4356

Ways to Contact Us:



Address

102 South Clinton Street
Iowa City, IA 52240



Website

www.MidWestOne.bank



Telephone

800.247.4418



Summary of Accounts

| Account Type | Account Number | Ending Balance |
|--------------------|----------------|----------------|
| BUSINESS MONEY MKT | XX4356 | \$51,015.86 |

BUSINESS MONEY MKT-XX4356

Account Summary

| Date | Description | Amount |
|------------|-------------------------|-------------|
| 12/01/2020 | Beginning Balance | \$51,005.03 |
| | 1 Credit(s) This Period | \$10.83 |
| | 0 Debit(s) This Period | \$0.00 |
| 12/31/2020 | Ending Balance | \$51,015.86 |

Interest Summary

| Description | Amount |
|--------------------------------|-------------|
| Annual Percentage Yield Earned | 0.25% |
| Interest Days | 31 |
| Interest Earned | \$10.83 |
| Interest Paid This Period | \$10.83 |
| Interest Paid Year-to-Date | \$183.91 |
| Minimum Balance | \$51,005.03 |
| Average Ledger Balance | \$51,005.03 |
| Average Available Balance | \$51,005.03 |

Other Credits

| Date | Description | Amount |
|------------|-------------|---------|
| 12/31/2020 | INTEREST | \$10.83 |

1 item(s) totaling \$10.83

Daily Balances

| Date | Amount |
|------------|-------------|
| 12/31/2020 | \$51,015.86 |

Overdraft and Returned Item Fees

| | Total for this period | Total year-to-date |
|--------------------------|-----------------------|--------------------|
| Total Overdraft Fees | \$0.00 | \$0.00 |
| Total Returned Item Fees | \$0.00 | \$0.00 |





H-2

1125132

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

Date 12/31/20 Page 1
 Primary Account 617571
 Enclosures 2

Checking Account

| | | | |
|--------------------|-----------|--------------------------------|------------------------|
| MONEY MARKET | | Number of Enclosures | 2 |
| Account Number | 617571 | Statement Dates | 12/01/20 thru 12/31/20 |
| Previous Balance | 12,653.52 | Days in the statement period | 31 |
| 2 Deposits/Credits | 648.68 | Average Ledger | 12,145.30 |
| 1 Checks/Debits | 3,178.81 | Average Collected | 12,145.30 |
| Service Charge | .00 | Interest Earned | 5.68 |
| Interest Paid | 5.68 | Annual Percentage Yield Earned | 0.55% |
| Current Balance | 10,129.07 | 2020 Interest Paid | 155.56 |

Activity in Date Order

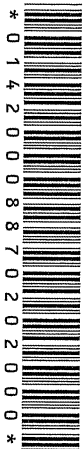
| Date | Description | Amount | |
|-------|---|-----------|-----------|
| 12/03 | Deposit/Credit | 435.93 | 13,089.45 |
| 12/23 | Transfer from x7571 to x5358 December claims | 3,178.81- | 9,910.64 |
| 12/31 | Deposit/Credit | 212.75 | 10,123.39 |
| 12/31 | Interest Deposit | 5.68 | 10,129.07 |

Daily Balance Information

| Date | Balance | Date | Balance | Date | Balance |
|-------|-----------|-------|-----------|-------|----------|
| 12/01 | 12,653.52 | 12/03 | 13,089.45 | 12/23 | 9,910.64 |
| 12/31 | 10,129.07 | | | | |

Interest Rate Summary

| Date | Rate |
|-------|-----------|
| 11/30 | 0.550000% |



I

TRUST ACCOUNT REPORT for November 2020

| | | | |
|--|----|-------|--------------|
| American Trust / MidWestOne Bank - balance on hand July 1, 2020 | | \$ | 50,951.61 |
| July 31, 2020 interest | \$ | 10.82 | \$ 50,962.43 |
| August 31, 2020 interest | \$ | 10.82 | \$ 50,973.25 |
| September 30, 2020 | \$ | 10.47 | \$ 50,983.72 |
| October 31, 2020 | \$ | 10.48 | \$ 50,994.20 |
| November 30, 2020 | \$ | 10.83 | \$ 51,005.03 |
| December 31, 2021 | \$ | 10.83 | \$ 51,015.86 |

H-1

Fidelity Bank and Trust

| | | | |
|----------------------------|--|-----------------|---------------------|
| Balances November 30, 2020 | | Budgeted | Bank Account |
| | | \$ 4,441.96 | \$ 12,653.52 |

Deposits

| | | | |
|-----------------------------|----|--------|-----------|
| December 3, 2020 | | | |
| Adopt-a-book | \$ | 16.23 | |
| Candy / snack sales | \$ | 20.00 | |
| Amaryllis materials fee | \$ | 75.00 | |
| Chair-ity Fundraiser | \$ | 311.00 | |
| Conscious Box | \$ | 2.45 | |
| Friends booksale / donation | \$ | 11.25 | \$ 435.93 |

| | | | |
|------------------------------|----|--------|-----------|
| December 31, 2020, 2020 | | | |
| Weber donation for xmas 2021 | \$ | 20.00 | |
| Coloring book | \$ | 5.00 | |
| Mask | \$ | 6.00 | |
| Candy / snack sales | \$ | 9.00 | |
| Quilt fundraiser | \$ | 150.00 | |
| Conscious Box | \$ | 4.50 | |
| Friends booksale / donation | \$ | 18.25 | \$ 212.75 |

| | | | |
|-------------------|----|------|-----------|
| December 31, 2020 | | | |
| Interest | \$ | 5.68 | \$ 5.68 |
| | | | \$ 654.36 |

Debits:

| | | | |
|--------------------------------------|----|--------------------|--------------------|
| December 23, 2020 | | | |
| Kanopy Streaming Video (fundraising) | \$ | 38.00 | |
| Adopt-a-book donations | \$ | 21.02 | |
| Brueckner donation for LP | \$ | 100.73 | |
| Chair-ity expense (ribbons) | \$ | 4.69 | |
| Hotspots | \$ | 1,979.50 | |
| Rardin donation for materials | \$ | 14.56 | |
| Tauke Memorial | \$ | 80.63 | |
| Facebook ads | \$ | 18.64 | |
| Demco - Teen space grant | \$ | 921.04 | |
| | | <u>\$ 3,178.81</u> | <u>\$ 3,178.81</u> |

| | | | |
|----------------------------|--|--------------------|---------------------|
| Balances December 31, 2020 | | <u>\$ 1,263.15</u> | <u>\$ 10,129.07</u> |
|----------------------------|--|--------------------|---------------------|

H-2

| | | | | | | | | | |
|--|-----------|-------------|-------------|----------------------------|--------------|-------------|----------------|----------------|--------------|
| Lion's Club - LP | Previous | \$15.86 | | | | | | | \$15.86 |
| Conscience Box | Previous | \$1,677.76 | | | | | | | \$1,712.14 |
| | Dec-20 | | \$6.95 | | | | | | |
| History Books & Coins | Previous | \$1,484.74 | | | | | | | \$1,484.74 |
| | Nov-20 | | \$20.00 | | | | | | |
| Genealogy Donation | Previous | \$93.86 | | | | | | | \$93.86 |
| Meeting Room Donation | Previous | \$574.94 | | | | | | | \$574.94 |
| Adopt-a-book donations | Previous | \$309.74 | | | | | | | \$459.14 |
| | Jul-20 | | \$200.00 | | | | | | |
| | Aug-20 | | \$152.45 | Aug-20 | Books | 115.02 | | | |
| | | | | Sep-20 | Books | 82.61 | | | |
| | Oct-20 | | \$15.59 | Oct-20 | Books | 48.14 | | | |
| | Nov-20 | | \$92.28 | Nov-20 | Books | 60.36 | | | |
| | Dec-20 | | \$16.23 | Dec-20 | Books | 21.02 | | | |
| Friends - bksale | Previous | \$412.09 | | | | | | | \$570.70 |
| | Dec-20 | | \$29.50 | | | | | | |
| Friends - Menke memorial | Jan-20 | \$30.00 | | | | | | | \$30.00 |
| Summer Reading Program 20 | Previous | -\$696.87 | | | | | | | \$52.31 |
| Friends contribution | Jul-20 | | \$763.42 | Aug-20 | SRP supplies | \$74.24 | | | |
| Friends contribution | Oct-20 | | \$199.00 | Sep-20 | SRP supplies | \$139.00 | | | |
| TACKL | Previous | \$601.90 | | | | | | | \$751.90 |
| | Aug-20 | | \$150.00 | | | | | | |
| Kennedy Donation for art or building | May-06 | \$2,517.60 | | | | | | | \$2,517.60 |
| Money Market | Jan-05 | \$784.34 | | | | | | | \$784.34 |
| Kay Their Bequest | Dec-08 | \$1,000.00 | | | | | | | \$1,000.00 |
| Soppe Bequest | Nov-03 | \$24,200.37 | | | | | | | \$24,200.37 |
| Bequests & Specified donations - Total Remaining | | | | | | | | | \$28,502.31 |
| Memorials or In Honor of | | | | | | | | | |
| Nick LeGrand | Mar-10 | \$5.00 | | | | | | | \$5.00 |
| Bob LeMay | Jul-12 | \$10.00 | | | | | | | \$10.00 |
| Helen Wessels | Jul-11 | \$100.00 | | | | | | | \$100.00 |
| Ben Thier memorial | Jan-17 | \$20.00 | | | | | | | \$20.00 |
| Billie B. Rardin | FY18-FY20 | \$1,660.81 | | Sep-20 | Book | \$9.60 | | | \$1,636.65 |
| | | | | Dec-20 | Book | \$14.56 | | | |
| Generose Conrad | Jul-18 | \$20.00 | | | | | | | \$20.00 |
| Marv Tauke | Aug-18 | \$428.21 | | Aug-20 | Books | \$78.36 | | | \$103.99 |
| | | | | Sep-20 | Books | \$63.26 | | | |
| | | | | Oct-20 | Books | \$55.50 | | | |
| | | | | Nov-20 | Books | \$46.47 | | | |
| | | | | Dec-20 | Books | \$80.63 | | | |
| Memorial (Westhoff) | Oct-18 | \$35.00 | | | | | | | \$35.00 |
| Wayne Mormann | Nov-18 | \$20.00 | | | | | | | \$20.00 |
| Faust memorial - Wood ma | Jan-19 | \$20.00 | | | | | | | \$20.00 |
| Osterhaus memorial | FY20 | \$2,330.00 | | | | | | | \$2,330.00 |
| Mary Westermeyer | FY20 | \$215.00 | | | | | | | \$215.00 |
| Robert Brueckner - LP or Se | FY20 | \$294.22 | | Dec-20 | Books | \$100.73 | | | \$193.49 |
| Delpha Schuster - children's | Sep-20 | | \$20.00 | | | | | | \$20.00 |
| Memorials or "In Honor Of" - Total Remaining | | | | | | | | | \$4,729.13 |
| GRANTS: | | | | | | | | | |
| 1000 Books (DRA & Friends) | | \$341.85 | | | | | | GRANTS: | \$341.85 |
| DACF - Teen Space | Oct-19 | \$500.00 | | Dec-20 | Displays | \$921.04 | | | -\$421.04 |
| HRDP Digitizing Grant | Sep-20 | | \$7,616.00 | Oct-20 | Microfilming | \$7,676.00 | | | -\$10,616.00 |
| Friends Match | Oct-20 | | \$5,000.00 | Nov-20 | Digitizing | \$15,556.00 | | | |
| INTEREST DEPOSITS | | | | | | | | | |
| remaining from previous years | | \$3,706.15 | | | | | | | \$3,779.83 |
| | Dec-20 | | \$5.68 | | | | | | |
| TOTAL DEPOSITS | | | \$17,399.34 | TOTAL EXPENDITURES: | | \$28,736.85 | Balance | | \$10,129.07 |

Memorials and Donations December 2020

K

From: **Chair-ity Fundraiser**
Donation: \$311.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Kimshiro Benton-Hermesen**
Donation: \$16.23
Fund: Library Trust Account
Restrictions: Adopt-a-book for specific titles

From: **Candy and Snack Sales**
Donation: \$29.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Mask sales**
Donation: \$6.00
Fund: Library Trust Account
Restrictions: Reimbursement for SLP incentives

From: **Coloring Book fundraiser**
Donation: \$5.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Amaryllis Kit Materials Fee**
Donation: \$75.00
Fund: Library Trust Account
Restrictions: Amaryllis Kit expenses

From: **Judy Weber**
Donation: \$20.00
Fund: Library Trust Account
Restrictions: Christmas 2021 programming

From: **Quilt Fundraiser**
Donation: \$150.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

Virtual Game Night: Among Us
December 11, 2020
Time for preparation & performance – 2.5 hr (pd)
Supplies: Used Discord to communicate, played Among Us online game
Discord program
Total attendance: 10

Final Friday Tech Virtual Program (Last Friday of each Month)
December 18, 2020
Time for preparation & performance – 0 hrs (pd)
Supplies: Computer and Zoom software ; Cancelled due to schedule conflict
Zoom program
Total attendance: 0

Building Creativity one Block at a Time (LEGO® program) (C)
December 12, 2020
Time for preparation & performance – .25 hrs (pd)
Supplies: Facebook
Facebook Lego Challenge / Passive
Total attendance: 0

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

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

Movies @ Your Library – all cancelled due to Covid-19; Virtual Bad Movie Night offered monthly with Kanopy

Cooking with an Air Fryer Demo (A)
December 3, 2020
Time for preparation & performance –2.5 hr (pd)
Supplies: Air fryer and ingredients for recipes
Laptop and Zoom software
Zoom, Facebook & YouTube program
Zoom attendance: 8
Facebook Views / Engagement: 24/3
YouTube views: 5

STEAM Fun Fridays – Fork Snowflakes (F)
December 4, 2020
Time for preparation & performance – 2.5 hr (pd)
Supplies: Paper, glue, paint, fort & glitter
STEAM Fun Fridays provides demonstrations of how to make and do things at home, using common household items; no kits are provided
Facebook & YouTube program
Facebook Views / Engagements:16/6
YouTube views: 1

Drive Through Visit with Santa & Mrs. Claus (F)
December 5, 2020
Time for preparation & performance –6.25 hrs (pd) 3 hrs (vol)
Supplies: Outdoor, socially distanced, drive thru event
Candy canes and left-over items for gifts (books, stickers, etc.)
Outdoor, socially distanced
Total attendance: 213

Learn to Play – Sushi Go (F)
December 7, 2020
Time for preparation & performance – .75 hrs (pd)
Supplies: Sushi Go Board game and phone to videotape
YouTube & Facebook program
Facebook Views / Engagements: 12/3
YouTube views: 2

STEAM Fun Fridays – Melting Snowman Kit (F)
December 11, 2020
Time for preparation & performance – 2 hr (pd)
Supplies: Tea light, construction paper, glue, fabric, & ribbon
STEAM Fun Fridays provide demonstrations of how to make and do things at home, using common household items. This week's event included a kit.
Facebook & YouTube program
Facebook Views / Engagements: 9/7
YouTube Views: 3
Kits distributed: 8

Around the Farm Table with Inga Witscher (A)
December 12, 2020
Time for preparation & performance –4 hr (pd)
Supplies: Laptop and Zoom Software
\$175 fee / sponsored by the Friends of the JKPL
Zoom, Facebook & YouTube program
Zoom attendance: 21
Facebook Views / Engagement: 12/4
YouTube views: 27

| | |
|--|--|
| National Cocoa Day Celebration (F) December 13, 2020 Time for preparation & performance – 6.5 hrs (pd) Supplies: Cocoa mix ingredients (dry milk, sugar, etc) & , Add-ins (marshmallows, peppermint chips, etc.) | YouTube & Facebook program Facebook Views / Engagements: 75/27 YouTube views: 15 Kits distributed: 54 |
| Teen Wrap Battle (YA) December 15, 2020 Time for preparation & performance – .5 hrs (pd) Supplies: No registration | Zoom program Total attendance: 0 |
| Third Thursday Virtual Program – The 1929 Christmas Eve White House Fire December 17, 2020 Time for preparation & performance – .25 hrs (pd) Supplies: Partnership with Hoover Presidential Library; JKPL promotes and provides link to local participants | Zoom program Total attendance: 1 |
| STEAM Fun Fridays – Dish Soap Silly Putty (F) December 18, 2020 Time for preparation & performance – 2 hr (pd) Supplies: Dish soap and corn starch. STEAM Fun Fridays provides demonstrations of how to make and do things at home, typically using common household items. | Facebook & YouTube program Facebook Views / Engagements: 13/5 YouTube views: 12 |
| Learn to Play – Ice Cool (F) December 21, 2020 Time for preparation & performance – .5 hrs (pd) Supplies: Ice Cool Board game and phone to videotape | YouTube & Facebook program Facebook Views / Engagements: 10/2 YouTube views: 11 |
| Jingle Bell Jingle Craft Kits December 21-23, 2020 Time for preparation & performance – 2 hrs (pd) Supplies: Foam piece kits for Oriental Trading (left over) | Facebook & YouTube program Facebook Views / Engagements: 133/7 YouTube Views: 5 Kits distributed: 46 |
| New Year's Noon Celebration (F) December 31, 2020 Time for preparation & performance – 7.5 hr (pd) 4 hrs (vol) Supplies: Snacks, paper activities, noise makers, and craft supplies Laptop and Zoom software | Zoom program Zoom attendance: 15 Kits handed out: 31 |
| Lego Ornament Craft Kits (C) December 1-31, 2020 Time for preparation & performance – 2 hrs (pd) Supplies: Legos and instructions Kits were provided via curbside service and appointment | Facebook & YouTube program Facebook Views / Engagements: 18/6 Kits distributed: 35 YouTube Views: 10 |
| Teen Craft: Folded Book Tree (YA) December 7 - 31, 2020 Time for preparation & performance – 2 hrs (pd) Supplies: Books, decorations, and instructions | Facebook & YouTube program Facebook Views / Engagements: 61/11 YouTube Views: 12 Kits Distributed: 9 |
| Creation Station: Peel and Stick Holiday Craft Kits December 1-31, 2020 Time for preparation & performance – 2 hrs (pd) Supplies: Foam piece kits for Oriental Trading (left over) | Facebook & YouTube program Facebook Views / Engagements: 21/8 YouTube Views: 9 Kits distributed: 84 |
| Christmas and Winter Take Home Craft Kits for Kids December 1-31, 2020 Time for preparation & performance – 10 hrs (pd) Supplies: Supplies for 8 different crafts; 4 for preK & 4 for early elementary age Candy bars donated by Betty Anne Scherrman | Facebook & YouTube program Facebook Views / Engagements: 18/5 YouTube Views: 12 Kits distributed: 85 |

Adult Crafternoon Take and Make: Mask Lanyard (A)

December 2-31, 2020

Time for preparation & performance – 2.5 hrs (pd)

Supplies: Fabric ribbon, crochet thread, beads, hooks,
Clasps, rings, & break away barrels
(Continued from November)

YouTube & Facebook program

Facebook Views / Engagements: 15/2

YouTube views: 8

Kits distributed: 7

Adult Crafternoon Take and Make: Photo Ornament (A)

November 18-30, 2020

Time for preparation & performance – 2.5 hrs (pd)

Supplies: Copies, ornaments, glitter, tiny pompoms,
and ribbon

YouTube & Facebook program

Facebook Views / Engagements: 22/7

YouTube views: 11

Kits distributed: 48

Programs held in November but still hosted and available to view or engage with on social media

December 1-31, 2020 - 21 programs

Facebook Views / Engagements: 192 / 47

YouTube Views: 24

Upcoming Events for January:

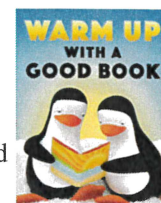
M

Friday, January 1: Library closed for New Year's Day

Friday, January 1: Warm-Up @ Your Library Winter Bingo Challenge For All Readers!

The JKPL is offering a winter library program for independent readers of all ages—kids, teens and adults!

- This year we will be using the READsquared website or app for tracking participation. If you cannot use READsquared, a paper bingo form will be available.
- Register online starting January 1 at dyersvillelibrary.readsquared.com or download the READsquared app and register using your smart device. You can also register in person via appointment or curbside service anytime after January 2.
- Everyone who registers may pick up a book bag and select a free gently used book at the library.
- To fill the bingo squares, participants will read different genres and formats, listen to books, try out databases and other services, participate in library sponsored activities, or do common winter activities.
- There will be different bingo sheets for each age group—children, teen and adult.
- Complete bingos and earn prizes! Possible prizes include books, library themed mugs or glasses, key chains, masks, purchase of an item for the library in your honor, and more. Blackout bingos will earn a special JKPL goodie bag.
- Each bingo (maximum of three per person) completed also earns an entry into the grand prize drawings for special themed baskets such as a book lover's basket, craft basket, etc.
- Different prizes, goodie bags, and baskets will be available for each age group.
- Independent readers of all ages with a James Kennedy Public Library card are eligible to participate.
- The winter library program will run from January 1 thru February 28.



January 2—31: Get Puzzled @ Your Library. While we aren't able to work on a puzzle together here at the library yet, share with us 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 February.

January 2—31: Coloring, Creating and Doing @ Your Library. The JKPL is continuing to offer coloring pages, dot to dot, crosswords, sudoku, and other activities available for you to work on at home. These items can be picked up while at a library appointment or requested for curbside pick up. They are intended for adults and teens. Each pack will include at least 10 different items and will be available upon request. This month's coloring pages feature seasonal and winter designs. NOTE: If you need something to color with, miscellaneous colored pencils may be provided upon request (for you to keep), just ask a staff member!

Saturday, January 2: National Science Fiction Day Celebration

Celebrated on January 2 every year, National Science Fiction Day is a non-official holiday which celebrates everything science fiction in all forms including literature, art, television shows, and films. National SciFi Day also celebrates the birthday of the famed author Isaac Asimov. Come celebrate with us with these two events.



Let's Talk! @ 1:00 pm

Join the JKPL on Zoom at 1:00 pm where SciFi fans can talk about their favorite science fiction books, movies, authors and more. Share your favorites and get ideas from other SciFi fans for what to read and watch. Everyone who participates will get their name entered into a drawing to win some gently used SciFi books. Can't make it? Send us your recommendations and we will include them in the discussion. Registration is required by 10:00 am on the day of the event. Please register at <https://bit.ly/3g0smkv>

Virtual Movie Night @ 6:00 pm

Join your fellow SciFi lovers for a virtual movie night. We will be watching *Ex Machina*, a film about a scientist testing the possible humanity in a robot. Each participant will log on to Kanopy from home to watch the chosen movie while, at the same time, they will log on to the library's Zoom room so participants can see each other and chat during the movie. Interested participants will need access to Kanopy, the free streaming service for full service patrons, and will need to download Zoom on their computer or Smart device. Please register at <https://bit.ly/3g0smkv> by 4:30 pm on the day of the event to receive the link to the Zoom room.

Monday, January 4: Learn To Play "Chess". Join Paul as he covers how to play *Chess*, the classic game where you attempt to capture the other players king with pieces that move in different styles. This will be a pre-recorded video posted on the library's Facebook and YouTube pages.



Monday, January 4: Books for Lunch Virtual Book Discussion @ 12:00 noon. This month the group will discuss *Dash and Lily's Book of Dares* by Rachel Cohn and David Levithan. This group gathers on the first Monday of each month over Zoom. Copies of the book are available to borrow from the library via curbside service or by appointment. New members are welcome to join at any time. If you are interested in joining, and have not previously participated in the Books for Lunch group, please register at <https://bit.ly/BooksForLunch> by 10:00 am on the day of the program and an invitation will be emailed to you.



Tuesday, January 5: Virtual Dungeons and Dragons Players Club @ 6:00 pm. Join us for this monthly virtual gaming event for D and D players. To join in, you must have a Discord account, a Roll20 account, and you must register. Please register at <https://bit.ly/DUDRA> by 2:00 pm the day of the program to receive the server invite. All ages and skill levels welcome. New players are welcome at any time.

Wednesday, January 6, 13, 20, 27: 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 are lots of laughs, great company, conversation, and even some crafting! New members are welcome to join at any time. For an invitation to attend, please register at <https://bit.ly/SitStitch>

Thursday, January 7: Play-Doh Challenge 2021

Kids ages 3-11 are invited to sign up to participate in the library's new monthly Play-Doh Challenge!

- Sign up (in person or by phone) to receive your challenge kit, which includes 3 one-ounce containers of Play-Doh, a pizza pan, and a printout of the upcoming monthly challenges.
- Use your pan as a work surface to use the Play-Doh to create your version of the challenge theme.
- You keep the pan and the Play-Doh (feel free to use your own if you wish.)
- Once your creation is complete, take a picture of it and post it to the library's Facebook page or send the picture to the email listed on the printout.
- On the first Thursday of each month, a new challenge will be issued.
- This month's challenge is "Food."
- Due to budget, we can only give one pan per person to be used for the entire year of challenges. New Play-Doh may be available while supplies last.



Thursday, January 7: Ready, Set, Grow: Sourcing Your Seeds @ 6:30 pm

Join us live on Zoom and start planning for the garden season! Ray Kruse from the ISU Extension and Outreach office of Dubuque County will discuss things to consider when looking to source quality seeds and plants for the coming year. He will discuss resources available from the ISU Extension on choosing the right garden varieties; what to look for in a seed catalog merchant; and what to look for when choosing transplants in the coming year. Questions are welcome! For an invitation to attend, please register at <https://bit.ly/SEEDSOURCE> by 4:00 pm on January 7 and an invitation will be emailed to you. This program will be recorded and available to view on the JKPL Facebook page and YouTube channel after the event.



Friday, January 8: Virtual S.T.E.A.M. Fun Fridays with a Walking Rainbow. 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 a walking rainbow using simple household ingredients.



Friday, January 8: Basic Video Editing with Windows 10. Did you know Windows 10 comes with a basic video editing program installed? Join Paul as he walks you through how to use this program to edit, merge, and add special effects to your videos. This pre-recorded video will be uploaded to the library's Facebook page and YouTube channel.



Friday, January 8: "Among Us" Virtual Game Night @ 6:00 pm. Join us for this game night where everyone will join together virtually to play *Among Us*. To participate, you must have a Discord account and will need to download the game on your computer or a Smart device. Note: The device app version is free but there is a fee for the computer version. Please register at <https://bit.ly/38YKgzH> by 2:00 pm the day of the program in order to receive the server invite. All ages and skill levels welcome.



Tuesday, January 12: Inspirational Fiction: A Novel Approach to Faith Virtual Book Club @ 7:00 pm. Join us for this book club that features a variety of books that weave religious faith into the characters and storylines. For this month we will be reading *Finding Father Christmas* by Robin Jones Gunn and we will meet via Zoom to connect and discuss. Books are available to borrow from the library via curbside service or by appointment. Participants will be emailed a link to join the discussion, so if you are not on the email list for this book club please register at <https://bit.ly/NOVELAPPROACH> by 12 noon on the day of the program and an invitation will be emailed to you.

Thursday, January 14—February 28: Love My Library Giving Tree Fundraiser!

Do you "Love Your Library"? Then consider participating in this annual fundraising activity that will improve the collection and services the library is able to offer.

- Library staff have identified books and other materials, furnishings, equipment, programs, supplies, and more that the library needs.
- Select one or more items and donate the funds needed for purchase. Or purchase the items yourself and donate them to the library.
- Donations will be written on a heart and displayed on the library windows as well as acknowledged on the library website and social media. Where appropriate the library will attach a tag or book plate acknowledging the donation and the donor will be the first to check it out.
- Some items are listed on the bulletin board in the entry to the library as well as being featured on the library webpage and social media.
- The complete list can be viewed at the circulation desk or from the home page of the library's website (www.dyersville.lib.ia.us).



Friday, January 15: Virtual S.T.E.A.M. Fun Fridays with Baking Soda and Vinegar Balloons. 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 blow up balloons using simple household ingredients.

Friday, January 15: Virtual Bad Movie Night @ 6:00 pm. Join us on Zoom each month for a fun time of watching terrible movies together but apart! For this event we will be watching, *Australiens*. Each participant will log on to Kanopy from home to watch the chosen movie, at the same time, they will log on to our Zoom room so participants can see each other and chat during the movie (and make fun of the movie). Interested participants will need access to Kanopy, the free streaming service for full service patrons, and will need to download Zoom on their computer or Smart device. If interested, please register at <https://bit.ly/JKPLMOVIE> by 4:00 pm the day of the event in order to receive the link to the Zoom room that we will chat in. This program is open to all ages but movie selections will most likely be PG-13 or R.



Saturday, January 16: Virtual Teen Lip Sync Battle @ 1:00 pm

Hey Teens! Want to show off your lip syncing skills to your favorite song? Show us what you got! Participants ages 12-18 are invited to have some fun pretending to sing and being goofy to music they love. Interested participants must register at <https://bit.ly/LSBATTLE> by 5:00 pm on January 15 in order to receive the link to the Zoom room.



Monday, January 18: Ready - Set - Grow: Sweet Potatoes. Sweet potatoes are a fun and productive crop to grow in the garden. Join us for this hands-on activity so you can start your own sweet potato plants for your 2021 garden. Participants will get a sweet potato to put in their window and care for in order to produce their own plants. Ray Kruse from the ISU Extension and Outreach office of Dubuque County will create a video discussing how to nurture your potato to produce your plant. The video will be posted on the JKPL Facebook page and YouTube Channel. Kits available while supplies last.

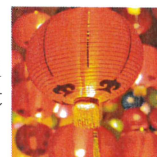


Monday, January 18: Learn To Play "My First Stone Age". Join Paul as he covers how to play the popular game *My First Stone Age*, a game designed for kids where players manage resources to build huts and score points. This will be a pre-recorded video posted on the library's Facebook page and YouTube channel.



Monday, January 18: JKPL Writing Group Virtual Meeting @ 6:30 pm. Join us this month via Zoom for a virtual sharing session with writers of all types including poetry, memoir, fiction, or nonfiction. New members are welcome to join at any time. Anyone interested in participating who has not participated before, should register by 11:00 am on the day of the event at <https://bit.ly/JKPLwriting> so the invitation 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 the library and talk with Ann about an alternative way to participate.

Wednesday, January 20: Chinese New Year Activity Kit. The western world thinks of New Year's day as January 1st. However, New Year celebrations around the world vary greatly, both in the manner they are commemorated and the time of year they are held. Almost 20% of the world's population celebrates Chinese New Year, a holiday celebrated for over 3000 years. The holiday normally falls between 20 January and 20 February and this year it falls on January 25. This holiday is celebrated with food, families, lucky money (usually in a red envelope), and many other red things for good luck. Lion and dragon dances, drums, fireworks, firecrackers, and other types of entertainment fill the streets on this day. To help you celebrate Chinese New Year, the library has put together a kit that includes a dragon puppet craft, a dragon corner bookmark craft, a paper bag lion mask craft, and a piece of good luck candy. Kits can be picked up via appointment or curbside service. Kits are available while supplies last. This program is for ages 3-11.



Wednesday, January 20: How To Manage Your Books with Goodreads. Come learn about Goodreads, a free website and app that helps you manage your books: what you want to read, what you have read, what you own, and more! This will be a pre-recorded demo video that will be posted on both the library's Facebook and YouTube pages.



Thursday, January 21: The Origins of the Presidential Cabinet @ 6:00 pm. The JKPL has partnered with the Hoover Presidential Library to present their 3rd Thursday Virtual Programs! Join us this month as we learn about the origins of the Presidential Cabinet. The cabinet isn't in the Constitution, but every president since George Washington has worked with a cabinet. So where did it come from? Join Dr. Lindsay Chervinsky to learn about the origins of the president's cabinet, how Washington drew on his leadership practices from the Revolutionary War to shape this institution, and the important and often-overlooked legacy he left for his successors. Chervinsky will also explore some of the best and worst cabinets in American history, share how the institution has evolved over time, and why the cabinet still matters today. Advance registration for the program is required so please register at <https://hooverpresidentialfoundation.org/third-thursdays/>



Friday, January 22: Virtual S.T.E.A.M. Fun Fridays with Waterless Snow Globes. 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 waterless snow globes using simple household ingredients.



Friday, January 22: Building Creativity One Block at a Time: a LEGO® program from 9:00 am—5:00 pm. Make a LEGO® 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 "Homebound Adventures." Pictures of creations must be posted between 9:00 am—5:00 pm on January 22. This LEGO® program is part of a monthly LEGO® building block program at the library sponsored by DuTrac Community Credit Union.



Monday, January 25: National Bubble Wrap Appreciation Day. Did you know you can do some really fun projects with bubble wrap? Stop by the library to pick up a bubble wrap activity kit to make a starfish, a salt dough heart, and an art project in honor of National Bubble Wrap Appreciation Day. There may even be enough left over wrap to pop! For kids ages 5-11. Kits are available to pick up via curbside service or by appointment. Kits available while supplies last.



Monday, January 25: Soup Lunch and Dinner Fundraiser from 11:30 am —1:00 pm & 4:30—6:00 pm

Warm up this winter with the JKPL annual Soup Fundraiser! Enjoy homemade chili or chicken noodle soup, crackers, roll, and brownie. New this year, we are offering service for lunch as well as dinner.

- Lunch will be available from 11:30 am—1:00 pm and dinner will be offered from 4:30—6:00 pm (or until we run out).
- The soup is made and served by the JKPL Library Board and Fundraising Committee members.
- Price is \$6.00 per meal or \$3.00 for just a bowl of soup only.
- Due to the pandemic, this year's event will be carryout only. Guests will be able to pull into the library parking lot and call to have their order brought out to them.
- Proceeds from the fundraiser will be used to support the library's collections and services.
- Call the library at 563-875-8912 for more information or advance ordering.



Tuesday, January 26: Virtual Kobolds Ate My Baby Role Playing Game @ 6:00 pm. Join us for *Kobolds Ate My Baby*, a role playing game with simple rules and lots of shenanigans. To join in, you must have a Discord account, a Roll20 account, and you must register. Please register at <https://bit.ly/36QYsIF> by 2:00 pm the day of the program to receive the server invite. All ages and skill levels welcome. New players are welcome at any time.



Thursday, January 28: 100 Days: A Virtual Visit with Author Sheri White @ 6:30 pm

Dyersville native, Sheri (Oberbroeckling) White, found herself sharing her quarantine story in 2020 through blog postings. This blog became the book *100 Days of Staying the Hell Home in 2020*. Join us live via Zoom as Sheri shares her experiences and answers your questions.

- Register at <http://bit.ly/100DaysWhite> by 4:00 pm on January 28 to receive your invitation to the Zoom room.
- Everyone who attends the presentation will have their name entered into a drawing to win a copy of the book. Winner must pick up the book at the library.
- This presentation will be recorded and posted on the library's YouTube channel and Facebook page.



Friday, January 29: Virtual S.T.E.A.M. Fun Fridays with Cotton Ball Penguins. 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 cotton ball penguins using simple household ingredients.



Friday, January 29: National Puzzle Day. January 29, National Puzzle Day, is the perfect day to set aside time for you and your family to solve puzzles and to celebrate, the JKPL is putting together a Puzzle Take-and-Make kit for you to enjoy. The kit will include paper puzzles of different types and for different skill levels, a blank jigsaw puzzle so you can create your own puzzle, and tea and hot cocoa for you to make and enjoy during the day. Two kits will be available, one for children age seven and up, and one for teens and adults. There are also jigsaw puzzles available to check out from the library if you are looking for something new to work on. If there is interest, we will open a Zoom room for puzzlers to work on their puzzles together while chatting over Zoom from 1:00—3:00 pm. If you are interested in joining a Zoom gathering, please register at <http://bit.ly/puzzleday20> by 10:00 am on January 29.



Friday, January 29: Final Friday Virtual Tech Help from 3:00—5:00 pm. Having tech problems? Or just have some general technology questions? Join librarian Paul live on Zoom and get the help you need. If you want to attend, please register at <https://bit.ly/3frDGMh> and a link to attend will be emailed to you.

Friday, January 29: Virtual Game Night @ 6:00 pm. Join us for this game night where everyone will join together virtually to play *Superfight!* To participate, you must have a Discord account. Please register at <https://bit.ly/38YKgZh> by 2:00 pm the day of the program in order to receive the server invite. All ages and skill levels welcome.



Ready-Set-Grow: Caring for your amaryllis or other flowering bulbs – Trimming the Blooms

Join us for this special virtual program series where Ray Kruse, Master Gardener Coordinator and Food Systems Program Coordinator for the Iowa State University Extension and Outreach, Dubuque County shows us how to care for your amaryllis or other bulb. Your plant has stopped blooming, now what? Watch this prerecorded video to see how to trim the blooms and prepare your bulb so it will grow flowers in the future. This video will be available sometime in January on the JKPL's Facebook page and YouTube channel, after the amaryllis bulb kits that were part of the November / December programs stop blooming. **Check back for the January release date!**



Library Hours (email and telephone answered):

Monday—Thursday: 9:00 am—8:00 pm
Friday—Saturday: 9:00 am—5:00 pm
Sunday: 1:00—4:00 pm

Appointments Taken / Curbside Delivery:

Monday—Thursday: 9:30am—7:00 pm
Friday—Saturday: 9:30am—4:00 pm
Sunday: 1:30—3:30 pm

January Craft Kits

Just because the library isn't open for gatherings, doesn't mean we can't help you get crafty at home! Pick up a craft kit from the library (by appointment or curbside delivery), watch the demo video at home, and get crafting! All kits are available while supplies last.

January 2—31: Pigeon and Duck Puppet Craft Kits

Library staff member Shannon has created a video for how to make these Pigeon and Duck Puppets. The video will be available to view on the library's Facebook and YouTube pages starting January 2. The craft kit for this project includes all needed supplies.



January 4—31: Teen Take-and-Make Craft: Snowman Charm Bracelet

Join us this month to make a Snowman Charm Bracelet! This craft kit is for those ages 12 and up and include most supplies. Video instructions and kits will be available starting January 4.



January 11—31: Adult Crafternoon Take-and-Make: Sock Snowman

Join us this month as we make a cute snowman out of a white sock, rice, and buttons. The instructional video for how to do the craft will be posted on both the library's Facebook and YouTube pages starting January 11. Kits include a sock, rice, string, fabric ribbon, and buttons. Participants will need to provide scissors and any additional decorations desired.



Friends of the James Kennedy Public Library—Books to Go!



- Come to the library and grab bags of books that have been put together that include books of similar types, topics, or authors.
- Each bag includes between 3 and 5 used items that were culled from the library or donated to the Friends of the JKPL.
- You can pick by specific authors, topics, type, and more.
- Select one or more bags to add to your home library and make a donation to the Friends.
- Bags can be picked up via appointment or curbside service, and donations can be put in the library book drop.
- If you have special requests (specific author or topic), please call or email the library (librarian@dymerville.lib.ia.us) and the Friends will fill the request if they are able.
- All funds from this special used book sale go to the Friends of the James Kennedy Public Library.

Strength Training for Older Adults Virtual Class!

In a normal world, we would be starting up the new series of Strength Training gatherings. Since we cannot do that, this is a reminder that Geri-Fit has made their strength training videos for older adults available so you can stream them from their website.

- Only those who have signed up and participated in the Strength Training programs at the JKPL in the past are eligible to access these videos free from their home.
- For more information please email librarian@dymerville.lib.ia.us and Shirley will confirm eligibility and provide information on how to access.
- And don't forget - we have DVDs from Geri-Fit and others to help you with staying fit at home.

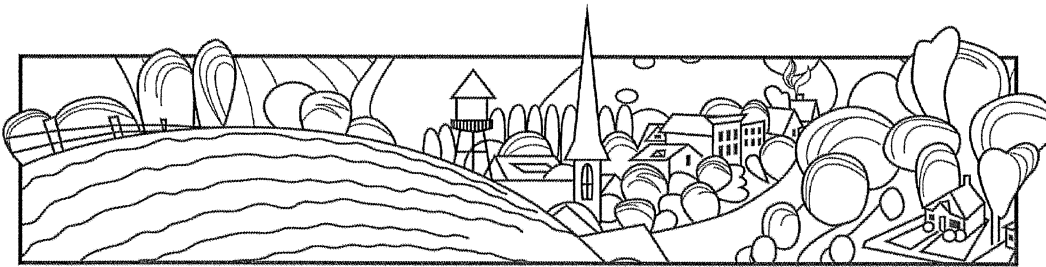


Find the latest information on library events and programs at www.dymerville.lib.ia.us
Contact the library directly at 563-875-8912 or librarian@dymerville.lib.ia.us

January 2021

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|--|---|--|--|--|---|
| | Pigeon & Duck Puppet kits January 2-31 | Coloring, Creating & Doing January 2-31 | Get Puzzled January 2-31 | Warm-Up @ Your Library January 1 thru February 28 | 1 Library closed | 2 National Science Fiction Day Celebration @ 1pm & 6pm |
| 3 | 4 Learn to Play Chess Teen Take-and-Make: Snowman Charm Bracelet kits available Books For Lunch @ 12 pm | 5 Virtual Dungeons & Dragons @ 6pm | 6 Virtual Sit & Stitch from 1-3pm | 7 Play-doh 2021 Challenge begins Ready-Set-Grow: Sourcing Seeds @ 6:30pm | 8 Virtual S.T.E.A.M. Fridays Basic Video Editing with Windows 10 Among Us Virtual Game Night @ 6pm | 9 |
| 10 | 11 Adult Take-and-Make: Sock Snowman kits available | 12 A Novel Approach to Faith book club @ 7pm | 13 Virtual Sit & Stitch from 1-3pm | 14 Love My Library Fundraiser begins! | 15 Virtual S.T.E.A.M. Fridays Virtual Bad Movie Night @ 6pm | 16 Virtual Teen Lip Sync Battle @ 1pm |
| 17 | 18 Ready-Set-Grow: Sweet Potatoes Learn to Play My First Stone Age JKPL Virtual Writing Group @ 6:30pm | 19 | 20 Chinese New Year Activity Kit available! How To Manage Your Books with Goodreads Virtual Sit & Stitch from 1-3pm | 21 Origins of the Presidential Cabinet @ 6pm | 22 Virtual S.T.E.A.M. Fridays Building Creativity One Block at a time from 9am-5pm | 23 |
| 24 | 25 National Bubble Wrap Appreciation Day kits available Soup Supper Fundraiser from 11:30am-1pm & 4:30-6pm | 26 Kobolds Ate My Baby @ 6pm | 27 Virtual Sit & Stitch from 1-3pm | 28 100 Days: Author Sheri White @ 6:30pm | 29 Virtual S.T.E.A.M. Fridays National Puzzle Day kits available Final Friday Virtual Help from 3-5pm Virtual Game Night @ 6pm | 30 |
| 31 | | | | | | |

| | | Contract Use Report FY21 | | | | | | | | | | | | | | |
|--------------------------------|------------------------------|--------------------------|-------------|--------------|-------------|-------------|-------------|-------------|--------------|----------------|--|--|--|--|--|--|
| Residence Area | | No. of Patrons | July Stats | August Stats | Sept Stats | Oct Stats | Nov Stats | Dec Stats | Year to Date | Change to date | | | | | | |
| Dyersville | | 2461 | 3951 | 4489 | 3742 | 2985 | 3294 | 2497 | 20958 | -14370 | | | | | | |
| | FY20 | 2446 | 7032 | 6331 | 5417 | 6593 | 5178 | 4777 | 35328 | -41% | | | | | | |
| | FY19 | 2345 | 7125 | 6872 | 6172 | 6867 | 6663 | 5269 | 38968 | | | | | | | |
| | FY18 | 2480 | 7256 | 7221 | 5946 | 7044 | 6215 | 5492 | 39174 | | | | | | | |
| | FY17 | 2426 | 7095 | 7552 | 7269 | 7516 | 7044 | 6033 | 42509 | | | | | | | |
| Del Co. incl Man. (OA) | | 575 | 602 | 550 | 265 | 288 | 174 | 320 | 2199 | -1702 | | | | | | |
| | FY20 | 574 | 926 | 711 | 621 | 584 | 592 | 467 | 3901 | -43.63% | | | | | | |
| | FY19 | 482 | 1019 | 680 | 482 | 960 | 782 | 683 | 4606 | | | | | | | |
| | FY18 | 595 | 995 | 924 | 768 | 1036 | 996 | 890 | 5609 | | | | | | | |
| | FY17 | 581 | 1550 | 1320 | 1052 | 700 | 683 | 798 | 6103 | | | | | | | |
| Dbq Co. Lib. Sys. (OA) | | 950 | 829 | 1019 | 801 | 597 | 602 | 635 | 4483 | -3218 | | | | | | |
| | FY20 | 945 | 1667 | 1287 | 1130 | 1241 | 1173 | 1203 | 7701 | -42% | | | | | | |
| | FY19 | 922 | 1903 | 1686 | 1245 | 1370 | 1277 | 1046 | 8527 | | | | | | | |
| | FY18 | 1000 | 1994 | 1673 | 1231 | 1296 | 1207 | 1190 | 8591 | | | | | | | |
| | FY17 | 978 | 2488 | 1839 | 1625 | 1701 | 1571 | 1606 | 10830 | | | | | | | |
| County Agency | | 72 | 124 | 78 | 46 | 117 | 35 | 52 | 452 | -253 | | | | | | |
| | FY20 | 72 | 165 | 137 | 136 | 105 | 78 | 84 | 705 | -36% | | | | | | |
| | FY19 | 70 | 123 | 87 | 120 | 52 | 31 | 34 | 447 | | | | | | | |
| | FY18 | 71 | 237 | 269 | 108 | 128 | 129 | 110 | 981 | | | | | | | |
| | FY17 | 68 | 108 | 138 | 73 | 63 | 87 | 115 | 584 | | | | | | | |
| ILL | | 501 | 27 | 39 | 24 | 33 | 23 | 31 | 177 | -49 | | | | | | |
| | FY20 | 500 | 34 | 34 | 27 | 49 | 42 | 40 | 226 | -22% | | | | | | |
| | FY19 | 498 | 14 | 34 | 38 | 57 | 34 | 47 | 224 | | | | | | | |
| | FY18 | 494 | 35 | 51 | 43 | 48 | 42 | 23 | 242 | | | | | | | |
| | FY17 | 494 | 42 | 45 | 65 | 40 | 56 | 48 | 296 | | | | | | | |
| Open Access | | 387 | 207 | 231 | 208 | 136 | 220 | | 1002 | -3029 | | | | | | |
| | FY20 - inc certified learner | 386 | 893 | 827 | 705 | 765 | 153 | 688 | 4031 | -75% | | | | | | |
| | FY19 - inc certified learner | 537 | 642 | 731 | 869 | 722 | 558 | 462 | 3984 | | | | | | | |
| | FY18 - inc certified learner | 376 | 781 | 783 | 487 | 469 | 343 | 358 | 3221 | | | | | | | |
| | FY17 | 346 | 489 | 606 | 603 | 852 | 825 | 786 | 4161 | | | | | | | |
| TOTAL - 17 not eligible | | 4946 | 5740 | 6406 | 5086 | 4156 | 4348 | 3535 | 29271 | -22621 | | | | | | |
| | FY20 | 4923 | 10717 | 9327 | 8036 | 9337 | 7216 | 7259 | 51892 | -44% | | | | | | |
| | FY19 | 4854 | 10826 | 10090 | 8926 | 10028 | 9345 | 7541 | 56756 | | | | | | | |
| | FY18 | 5016 | 11298 | 10921 | 8583 | 10021 | 8932 | 8063 | 57818 | | | | | | | |
| | FY17 | 4893 | 11772 | 11500 | 10687 | 10872 | 10266 | 9386 | 64483 | | | | | | | |



Q


COMMUNITY FOUNDATION
of Greater Dubuque
 700 Locust Street, Suite 195
 Dubuque, IA 52001
 Phone: 563.588.2700
 www.dbqfoundation.org

FUND ACTIVITY STATEMENT
 November 1, 2020 THROUGH November 30, 2020

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

❧ JAMES KENNEDY PUBLIC LIBRARY ENDOWMENT ❧

| | Current Month November 1, 2020 - November 30, 2020 | Year-To-Date January 1, 2020 - November 30, 2020 |
|---------------------------------|---|---|
| BEGINNING FUND BALANCE | 4,344.31 | 2,825.65 |
| Gifts | 0.00 | 1,610.74 |
| Investment Income (Loss) | 467.07 | 427.39 |
| Other Income | 0.00 | 0.00 |
| Grants Approved | 0.00 | 0.00 |
| Fees | -6.37 | -58.77 |
| Fund Expenses | 0.00 | 0.00 |
| ENDING FUND BALANCE | 4,805.01 | 4,805.01 |

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 |
|----------|----------|----------|-------------|------|--------|
| No Gifts | | | | | 0 |

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.

Notes from the January 6, 2021 Zoom meeting of the Fundraising Committee:

The fundraising committee of the James Kennedy Public Library met via Zoom at 6:00 pm on Wednesday, January 6, 2021. Participants were chairperson Catherine O'Hea and members Mary Jane Meade, Karen Kramer, and Shirley Vonderhaar. Brenda Ingles was excused.

Fareway event: No new information available.

Quilt Raffle (Sale): Sold 15 quilts so brought in \$150.

Thank yous to local partners: This was turned over to marketing committee since wasn't tied to cookie walk.

Mystery Dinner: Per the decision at the December committee meeting, this was cancelled for 2021 and Shirley has notified everyone involved. The committee agreed to discuss this event in the summer, assuming by then we will know if a February 2022 event is a possibility.

Love My Library Giving Tree: This annual event will run January 14 – February 28, 2021. The JKPL will send letters to chamber members and past donors. Karen will provide Shirley with a current Chamber Membership Directory so she can update the mailing labels. We will put signage and acknowledgement on library main street window, web page, and social media since access to the JKPL facility is limited.

Soup Supper: This year's event is scheduled for Monday, January 25 as a carry out / curbside pick up event. Meals will be offered from 11:30 to 1 pm and 4:30 to 6 pm or until run out of soup. We will serve chicken noodle soup and chili made by the committee, Board and staff. Meal will include soup, roll, crackers, butter (maybe) and brownie. Cost is \$6.00 per meal and \$3.00 per bowl of soup.

Soups donated by the board / committee are – Chili: Ray, Karen T, Karen K, Brenda, Kim (staff) and Shirley. Chicken Noodle: Sue, Catherine, Danielle, Angela, and Mary Jane.

Karen K. will contact Fareway about donating the dinner rolls, crackers and / or butter. We are asking for butter and crackers in individual portions. After discussion, Karen also planned to call Country Junction to see if they might have these items as well as any of the paper products we need.

Normally, we get brownies from First Avenue Bakery. Shirley reported that she has not been able to reach Deb (phone not answered) and online states they are closed temporarily. Shirley will continue to reach out in case they reopen but the committee plans to make and donate sufficient frosted brownies if they do not reopen in time.

Brenda reported that Randy's Neighborhood market was donating the soup container and lids. Karen will see if clamshell containers are available from Country Junction. If not, Mary Jane will purchase and donate these. Catherine is donating individual sets of napkins, plasticware, and salt and pepper. We have enough breakfast trays (to put in bottom of bags) previously donated by McDonald's on hand and also have bags for serving / delivering already available.

Donors are asked to have their soup at the library on Sunday, January 24 as Shirley will come in early on Monday, the 25th to start heating. Workers for 11:30 to 1 are Sue, Angela and Karen. Workers for 4:30 to 6 are Ray, Catherine, and Danielle. Workers are encouraged to come 30 minutes before their scheduled time, if possible, to start prepping the bags with the roll, brownie, etc. so all that will need to be done when an order comes in is add the soup.

The committee spent some time discussing logistics. We will put cones out and mark off four parking stalls facing the library for those coming for soup. If possible, Shirley will move her work phone into the Hoffman Room and post that direct number for people to call in. Workers will also be watching for people to park and will go out to take the orders as needed. Businesses and organizations interested in placing larger orders are encouraged to call ahead.

Publicity and marketing for this event will include all of the typical things of social media, posters, calendar of events, etc. The committee discussed having someone contact KDST for an interview to talk up both the soup event and Love My Library. Shirley was directed to pass this request / suggestion onto the Marketing Committee.

Build-a-Basket Fundraiser: This event will start February 1 with the silent auction scheduled to run March 1-28, 2021.

Wine and Beer Tasting: Normally this event would be held in April, tied in with National Library Week. The committee doesn't expect that it will be safe to hold an event in April so will evaluate in the spring to decide if a fall event might be an option.

Library or Dyersville brew: At November meeting, committee members talked about visiting with the owners of nuYOU and Vibe about possible partnerships. Karen reported that she had stopped in at nuYOU and they seemed interested, but the owner also commented that she had emailed the library about donating to the summer library program and didn't receive a response. Shirley took their email and will reach out to them about the missed opportunity ; and the committee will discuss in the future about possible fundraising activities.

Other projects / activities we would like to consider: Nothing New.

Anything Else: Nothing New.

Set date for next meeting: The next meeting was not officially scheduled but it will likely be held via Zoom sometime before the February Board meeting.

Marketing Committee Meeting Minutes: December 15, 2020



Conducted over Zoom with Karen Tieskoetter, Danielle Will, and Dawn Schrandt

2020 Thank Yous

In past years, with cookies left over from the Cookie Walk, we deliver a plate of cookies as a thank you to the businesses/organizations we worked with throughout the year. These businesses donated to our fundraisers, helped us with programming, donated supplies, or were just integral support systems for us. Since we did not have a Cookie Walk this year we did not deliver cookies. So the Fundraising Committee suggested we come up with another way to thank all those businesses. Our goal is to have all of this done by January 8. We decided to do two things:

1. All 5 of the librarians will be making 1 short video together to thank all the businesses. The video will be posted to the library's social media and website. On social media, we will have Paul tag as many of the businesses as he can that also have social media. Dawn will coordinate and the video will go out close to the January 8 deadline since not all of the librarians work together until January due to the holidays.
2. We are going to send all the businesses a postcard that thanks them for their support in 2020. Heritage Printing will print 100 postcards for us for \$39. Postage will be \$35, bringing the total for the postcards to \$74.

January 5 minutes update:

- Postcards have been printed, postaged, and mailed
- The video has been made and Paul posted it to our social media (and tagged the businesses) on January 5-6.
- The video is also on the Home page of the library's website as of January 5.

Notes from the Electronic Personnel Committee meeting – January 2-5, 2021

The members of the Personnel Committee met electronically during January 2-5, 2021 to develop a proposed personnel budget for the FY22 year. Karen Kramer, Karen Tieskoetter, Lynn Osterhaus, and Shirley Vonderhaar participated.

FY2022 Budget: In December, the committee agreed to plan for a COLA adjustment based on CPI or a recommendation from the city. Although there has been discussion over the last 18 months about adjusting based on a pay equity study, the committee agree that this was not the time. COVID has thrown so much in disarray, there is not enough time to get decent data, the job / wage economy is shaken up at this time, and it would be hard to trust the data until things settle back into some kind of routine business activity. It is also our understanding that the city as a whole is still considering a city-wide study and it would make sense to make adjustments as part of that process.

COLA adjustment – City Administrator Mick Michel recommended a 2% COLA increase so this amount was used for the FY22 calculations, in addition to the adjustments for staff that are eligible to receive an increase based on the current library pay equity plan or the established pay rates and ranges. The following adjustments are incorporated in the proposed plan:

- 2% COLA for all staff effective July 1, 2021
- \$500 pay equity increase for Dawn Schrandt on 1/1/2022
- 50 cent longevity / merit increase on hire date for clerk Devin Werner
- 50 cent longevity / merit increase for Ann Boeckenstedt on her hire date as a clerk and \$1.00 longevity / merit increase for Ann Boeckenstedt on her hire date as a librarian (she is blended rate)

No adjustments to total work hours are planned, although there has been some rearranging of schedules.

Health / Group Insurance – Mick recommended using a 5% increase for health insurance. The proposed budget includes this 5% increase based on the current rate, rounded up to nearest \$100.

Request from Shirley Vonderhaar to carry over vacation hours: Shirley is requesting permission to carry over 28 vacation hours from CY2020 to CY2021. She was scheduled to use this vacation the last few days of December but needed to cover for another employee. The committee agreed that this was a reasonable request and recommends the Board approve her request for 28 hours be carried over and used by April 1, 2021.

10-B

FY22 Personnel Budget Proposal - Information

| FY21 Personnel Budget as approved | | | | | | | | | | | | | | | |
|--|----------|-------------|-----------------------|--------------------|-------------------|-----------------|---------------|----------------|---------------|--------------------------|----------------------------|------------------|-----------------------|----------------------------|---------------|
| Name | Hrs/Week | Total Hours | FY20 as of 1/1/20 | FY20 as of 6/30/20 | Equity or 2% COLA | FY21 Adjustment | FY20 Proposed | OT/ Sick Leave | Gross Wages | SUI - CY20 1% up to \$31 | FICA (Soc Sec) FY20 - 6.2% | MED FY20 - 1.45% | IPERS FY20&21 - 9.44% | Insurance 5% estimate | Total |
| Shirley Vonderhaar | 40 | 2080 | \$ 65,150.28 | \$ 65,150.28 | COLA | \$ 66,453.29 | \$ 66,453.29 | | \$ 66,453.29 | \$ 31.60 | \$ 4,120.10 | \$ 963.57 | \$ 6,273.19 | \$ 23,000.00 | \$ 100,841.75 |
| Dawn Schrandt | 40 | 1040 | \$ 42,104.92 | \$ 42,604.92 | COLA | \$ 43,457.02 | \$ 21,728.51 | | \$ 21,728.51 | \$ 31.60 | \$ 1,347.17 | \$ 315.06 | \$ 2,051.17 | \$ 9,400.00 | \$ 34,873.51 |
| Equity at 1/1/21 | 40 | 1040 | NA | | Equity | \$ 43,957.02 | \$ 21,978.51 | | \$ 21,978.51 | | \$ 1,362.67 | \$ 318.69 | \$ 2,074.77 | | \$ 25,734.64 |
| Kimshiro Benton | 25 | 1300 | \$ 18.28 | \$ 18.28 | COLA | \$ 18.65 | \$ 24,239.28 | \$ 372.91 | \$ 24,612.19 | \$ 24.61 | \$ 1,525.96 | \$ 356.88 | \$ 2,323.39 | | \$ 28,843.03 |
| Paul Zurawski (6/1/15) | 40 | 2080 | \$ 15.73 | \$ 16.85 | blended* | \$ 17.19 | \$ 35,755.20 | | \$ 35,755.20 | \$ 31.60 | \$ 2,216.82 | \$ 518.45 | \$ 3,375.29 | \$ 9,400.00 | \$ 51,297.36 |
| Ann Boeckenstedt (5/15/18) | 30 | 60 | \$ 12.05 | \$ 13.21 | blended* | \$ 13.56 | \$ 813.60 | \$ 271.20 | \$ 1,084.80 | \$ 1.08 | \$ 67.26 | \$ 15.73 | \$ 102.41 | | \$ 1,271.28 |
| 2 year clerk (7/16/20) | 30 | 1320 | \$ 12.21 | | .50 blended | \$ 13.73 | \$ 18,123.60 | | \$ 18,123.60 | \$ 18.12 | \$ 1,123.66 | \$ 262.79 | \$ 1,710.87 | | \$ 21,239.05 |
| 2 year librarian (5/15/21) | 30 | 180 | \$ 13.21 | | \$1.00 blended | \$ 14.40 | \$ 2,592.00 | | \$ 2,592.00 | \$ 2.59 | \$ 160.70 | \$ 37.58 | \$ 244.68 | | \$ 3,037.56 |
| Jo Amunson | 25 | 1300 | \$ 11.23 | \$ 11.23 | COLA | \$ 11.45 | \$ 14,890.98 | \$ 229.09 | \$ 15,120.07 | \$ 15.12 | \$ 937.44 | \$ 219.24 | \$ 1,427.33 | | \$ 17,719.21 |
| Sarah Keffeler-Gibson | 11 | 572 | \$ 11.23 | \$ 11.23 | COLA | \$ 11.45 | \$ 6,552.03 | | \$ 6,552.03 | \$ 6.55 | \$ 406.23 | \$ 95.00 | \$ 618.51 | | \$ 7,678.33 |
| Deb Gudenkauf (5/30/15) | 7 | 336 | \$ 11.01 | \$ 10.94 | COLA | \$ 11.45 | \$ 3,848.75 | | \$ 3,848.75 | \$ 3.85 | \$ 238.62 | \$ 55.81 | \$ 363.32 | | \$ 4,510.34 |
| Brian Alm (7/28/15) | 17 | 68 | \$ 10.94 | \$ 10.94 | COLA | \$ 11.16 | \$ 758.80 | | \$ 758.80 | \$ 0.76 | \$ 47.05 | \$ 11.00 | \$ 71.63 | | \$ 889.24 |
| 4 year raise @ 7/28/20 | 17 | 816 | \$ 11.45 | | top of range | \$ 11.45 | \$ 9,343.20 | | \$ 9,343.20 | \$ 9.34 | \$ 579.28 | \$ 135.48 | \$ 882.00 | | \$ 10,949.30 |
| Shannon Russell (5/19/16) | 12 | 552 | \$ 10.71 | \$ 11.21 | COLA | \$ 11.43 | \$ 6,311.68 | | \$ 6,311.68 | \$ 6.31 | \$ 391.32 | \$ 91.52 | \$ 595.82 | | \$ 7,396.66 |
| 4 year raise @ 5/19/20 | 12 | 72 | \$ 11.45 | | top of range | \$ 11.45 | \$ 824.40 | | \$ 824.40 | \$ 0.82 | \$ 51.11 | \$ 11.95 | \$ 77.82 | | \$ 966.11 |
| Devlin Werner (7/11/18) | 16 | 32 | \$ 9.25 | \$ 9.25 | COLA | \$ 9.44 | \$ 301.92 | | \$ 301.92 | \$ 0.30 | \$ 18.72 | \$ 4.38 | \$ 28.50 | | \$ 353.82 |
| 2 year raise (7/11/20) | 16 | 800 | \$ 9.94 | | 0.5 | \$ 9.94 | \$ 7,948.00 | | \$ 7,948.00 | \$ 7.95 | \$ 492.78 | \$ 115.25 | \$ 750.29 | | \$ 9,314.26 |
| Temporary summer help | 10 | 120 | NA | | NA | \$ 11.45 | \$ 1,374.00 | | \$ 1,374.00 | \$ 1.37 | \$ 85.19 | \$ 19.92 | \$ 129.71 | | \$ 1,610.19 |
| TOTALS | | | | | | | | | \$ 244,710.94 | \$ 193.60 | \$ 15,172.08 | \$ 3,548.31 | \$ 23,100.71 | \$ 41,800.00 | \$ 328,525.64 |
| | | | | | | | | | | | | | | | \$ 328,525.64 |
| Paul's position in a blend of Technical Services and Librarian. Budget for FY21 assumes a adjusted split to 30 librarian / 10 tech services based on changes in duties | | | | | | | | | | | | | | | |
| Ann's position is a blend of Processing Clerk (1/3) and Librarian (2/3). Because she was hired into these two positions at different times, she receives a pay increase for both of those hire dates as well as COLA | | | | | | | | | | | | | | | |
| FY22 Proposed: | | | | | | | | | | | | | | | |
| Name | Hrs/Week | Total Hours | FY21 as of 12/31/2020 | FY21 as of 6/30/21 | Equity or 2% COLA | FY22 Adjustment | FY20 Proposed | OT/ Sick Leave | Gross Wages | SUI - CY20 1% up to \$31 | FICA (Soc Sec) FY20 - 6.2% | MED FY20 - 1.45% | IPERS FY20&21 - 9.44% | Insurance 5% inc from FY21 | Total |
| Shirley Vonderhaar | 40 | 2080 | \$ 66,453.00 | \$ 66,453.00 | COLA | \$ 67,782.06 | \$ 67,782.06 | | \$ 67,782.06 | \$ 31.60 | \$ 4,202.49 | \$ 982.84 | \$ 6,398.63 | \$ 25,900.00 | \$ 105,297.61 |
| Dawn Schrandt | 40 | 1040 | \$ 43,457.00 | \$ 43,957.00 | COLA | \$ 44,836.14 | \$ 22,418.07 | | \$ 22,418.07 | \$ 31.60 | \$ 1,389.92 | \$ 325.06 | \$ 2,116.27 | \$ 10,500.00 | \$ 36,780.92 |
| Equity at 1/1/22 | 40 | 1040 | NA | | Equity | \$ 45,336.14 | \$ 22,668.07 | | \$ 22,668.07 | | \$ 1,405.42 | \$ 328.69 | \$ 2,139.87 | | \$ 26,542.04 |
| Kimshiro Benton | 25 | 1300 | \$ 18.64 | \$ 18.64 | COLA | \$ 19.01 | \$ 24,716.64 | \$ 380.26 | \$ 25,096.90 | \$ 25.10 | \$ 1,556.01 | \$ 363.90 | \$ 2,369.15 | | \$ 29,411.05 |
| Paul Zurawski (6/1/15) | 40 | 2080 | \$ 17.19 | \$ 17.42 | blended* | \$ 17.76 | \$ 36,940.80 | | \$ 36,940.80 | \$ 31.60 | \$ 2,290.33 | \$ 535.64 | \$ 3,487.21 | \$ 10,500.00 | \$ 53,785.58 |
| Ann Boeckenstedt (5/15/18) | 30 | 60 | \$ 13.73 | \$ 14.31 | blended* | \$ 14.59 | \$ 875.40 | \$ 291.80 | \$ 1,167.20 | \$ 1.17 | \$ 72.37 | \$ 16.92 | \$ 110.18 | | \$ 1,367.84 |
| 3 year clerk (7/16/21) | 30 | 1320 | \$ 14.59 | | .50 blended | \$ 14.76 | \$ 19,483.20 | | \$ 19,483.20 | \$ 19.48 | \$ 1,207.96 | \$ 282.51 | \$ 1,899.21 | | \$ 22,832.36 |
| 3 year librarian (5/15/22) | 30 | 180 | \$ 14.76 | | \$1.00 blended | \$ 15.43 | \$ 2,777.40 | | \$ 2,777.40 | \$ 2.78 | \$ 172.20 | \$ 40.27 | \$ 262.19 | | \$ 3,254.84 |
| Jo Amunson | 27 | 1404 | \$ 11.45 | \$ 11.45 | COLA | \$ 11.68 | \$ 16,397.32 | \$ 233.58 | \$ 16,630.90 | \$ 16.63 | \$ 1,031.12 | \$ 241.15 | \$ 1,569.96 | | \$ 19,489.75 |
| Sarah Keffeler-Gibson | 11 | 572 | \$ 11.45 | \$ 11.45 | COLA | \$ 11.68 | \$ 4,251.16 | | \$ 4,251.16 | \$ 4.25 | \$ 263.57 | \$ 61.64 | \$ 401.31 | | \$ 4,981.93 |
| Deb Gudenkauf (5/30/15) | 7 | 364 | \$ 11.45 | \$ 11.45 | COLA | \$ 11.68 | \$ 10,324.24 | | \$ 10,324.24 | \$ 10.32 | \$ 640.10 | \$ 149.70 | \$ 974.61 | | \$ 12,098.97 |
| Brian Alm (7/28/15) | 17 | 884 | \$ 11.45 | \$ 11.45 | COLA | \$ 11.68 | \$ 1,821.92 | | \$ 1,821.92 | \$ 1.82 | \$ 112.96 | \$ 26.42 | \$ 171.99 | | \$ 2,135.11 |
| Shannon Russell (5/19/16) | 3 | 156 | \$ 11.43 | \$ 11.45 | COLA | \$ 11.68 | \$ 466.38 | | \$ 466.38 | \$ 0.47 | \$ 28.92 | \$ 6.76 | \$ 44.03 | | \$ 546.56 |
| Devlin Werner (7/11/18) | 23 | 46 | \$ 9.94 | \$ 9.94 | COLA | \$ 10.14 | \$ 12,234.62 | | \$ 12,234.62 | \$ 12.23 | \$ 758.55 | \$ 177.40 | \$ 1,154.95 | | \$ 14,337.75 |
| 3 year raise (7/11/21) | 23 | 1150 | NA | | 0.5 | \$ 10.64 | \$ 12,234.62 | | \$ 12,234.62 | \$ 10.64 | \$ 86.90 | \$ 20.32 | \$ 132.31 | | \$ 1,642.54 |
| Temporary summer help | 10 | 120 | NA | | NA | \$ 11.68 | \$ 1,401.60 | | \$ 1,401.60 | \$ 1.40 | \$ 86.90 | \$ 20.32 | \$ 132.31 | | \$ 1,642.54 |
| TOTALS | | | | | | | | | \$ 252,144.90 | \$ 197.14 | \$ 15,632.98 | \$ 3,656.10 | \$ 23,802.48 | \$ 46,900.00 | \$ 342,333.60 |
| | | | | | | | | | | | | | | | \$ 342,333.60 |

Paul's position in a blend of Technical Services and Librarian. Budget for FY22 includes a 20% Clerk / 80% Librarian based on review of duties in 2020 (FY21)
 Ann's position is a blend of Processing Clerk (1/3) and Librarian (2/3). Because she was hired into these two positions at different times, she receives a pay increase for both of those hire dates as well as COLA
 Spreadsheets for these calculations are on next two pages.

FY22 Budget Work Session Schedule

All Departments must have budgets completed by Monday, January 4, 2020. If you have any other questions, please let Mick know.

| | | |
|------------|-----------------|---|
| January 18 | Council Meeting | Set Date for Notice of Maximum Property Tax Hearing for February 1, 2021 (SF 634) |
|------------|-----------------|---|

| | | |
|------------|-----------------|--|
| February 1 | Council Meeting | Public Hearing of Maximum Property Tax |
|------------|-----------------|--|

| | | |
|--|---------------|--|
| February 8 | Budget Review | City Administrator Budget Report |
| 6:00 pm or immediately following P & Z Meeting | | Public Safety – Police, Fire & Emergency Management Health & Social Services General Government – Police & Administration / Economic Development |

| | | |
|-------------|----------------------------------|---|
| February 15 | Council Meeting Budget Review | Culture & Recreation – Library / Park & Recreation Public Works Water, Sewer & Solid Waste |
|-------------|----------------------------------|---|

| | | |
|-------------|---------------|--|
| February 22 | Budget review | Revenue Debt Capital Improvements Review of Complete Budget |
|-------------|---------------|--|

| | | |
|---------|-----------------|--|
| March 1 | Council Meeting | Set Date of Public Hearing for FY22 Budget March 15, 2021 |
|---------|-----------------|--|

| | | |
|----------|-----------------|--|
| March 15 | Council Meeting | Public Hearing Resolution to Approve FY22 Budget |
|----------|-----------------|--|

Notes January 7, 2021 Zoom Meeting of the JKPL Finance

The finance committee of the James Kennedy Public Library met via Zoom at 5:00 pm on Thursday, January 7, 2021. Participants were chairperson Angela English and members Catherine O'Hea, Ray Kruse, Mary Radloff, and Shirley Vonderhaar.

FY22 Budget Proposal:

Below is a summary of the information that the committee reviewed and are recommending. The committee agreed with all of the proposed amounts except they felt that the materials budget should include a 2% increase as an adjustment for inflation.

The proposed budget spreadsheet includes columns for FY21 approved, 6 months YTD for FY21 and FY21 re-estimate as well as the FY22 proposal.

Estimated Revenues:

- Agency amount for FY21 won't be confirmed until February as is dependent on circulation at other Dubuque County Libraries. Shirley revised the re-estimate and FY21 projection based on what we actually received in FY20 which was \$6667.99. We had reduced for the FY21 estimate as the FY19 actual was \$4,691.91. Committee agreed that \$6,000 is a reasonable projection.
- Fees for FY21 have been much lower than a normal year due to Covid however, we are hoping that FY22 will be a return to more normal use so the committee agreed to keep this number unchanged.
- Open Access, Access Plus, and Direct State Aid were projected based on what we received for FY21. As always, this is dependent on what the State Legislature approves for library funding as well as circulation around the state. The Committee agreed that these estimates were reasonable.

Expenditures:

Personnel Services:

The Finance committee agreed to the proposal presented by the Personnel Committee, which included the following:

- Wages – 2% COLA (per recommendation from Mick), Equity and hire date raises for those eligible.
- No adjustments in total scheduled hours
- Group Insurance – Mick suggested a 5% increase in group insurance so the spreadsheet reflects that increase based upon the current costs.
- Meetings and training – no change
- Dues & memberships – no change

Contractual Services:

- Utilities (phone and internet) – We are almost completely switched to being part of the city system so should not need to pay for this area directly. We currently have \$700 budgeted. Shirley reported that she has not yet heard from Mick regarding whether we should remove or

adjust this line item as the city may charge the library a portion of the cost for these services. As we have not yet received a response, the committee agreed to keep the \$700 in the budget.

- Electricity –FY19 was \$13,295, FY20 was \$13,359 and FY21 is estimated to be \$13,200. Because energy is hard to predict, the committee decided to keep the amount requested for this at the same level it has been for several years: \$14,000.
- Gas / Heat –FY19 was \$2674, FY20 was \$1926, and FY21 is estimated to be \$2079. Because energy is hard to predict, the committee decided to keep the amount requested for this at the same level it has been for several years: \$2,500.
- Insurance (bldg.) – Mick suggested a 5% increase so this proposal includes a 5% increase on the amount budgeted for FY21. We don't have an actual for FY21 as that bill comes in the spring. The committee agreed that this was a reasonable decision, so the amount budgeted for building insurance is \$6,800.
- Legal Fees – no change: \$0.00
- Custodial services – No change recommended from FY21 amount. Current contract is for \$150 per week which would be \$7800 annually. This amount has been rounded to \$8000 to cover incidentals.
- Window cleaning – No change: \$300.00
- Service / Maintenance Contracts – Last year we increased this line item as we anticipated a significant increase in cost to purchase a new Integrated Library System (public catalog). When the new one was selected in March, it was less than expected so our annual cost will be less. Testing of the JKPL fire alarm system is now absorbed into the city budget so that amount was deducted as well. The committee is proposing \$7,500.00 for this line item.

Supplies: –

- General library supplies – Anticipating no change: \$10,000
- Public relations / speakers – Anticipating no change: \$2,500
- Marketing – Anticipating no change: \$1,500
- Misc. Repairs & Equipment – Anticipating no change: \$7,000
- Books and Materials – After discussion the committee decided to recommend an overall 2% increase for books and materials. \$62,730

Capital: Shirley reported that she had emailed Mick asking for his advice and recommendations regarding capital expenses. Possible projects include replacing the roof, replacing remaining HVAC units, replacing carpet, and updating the paint. We have also discussed installing a sound mitigation system of some kind but that has been a lesser priority. Budget for FY21 includes funds to replace 2 HVAC units. This would make 3 that are replaced and a couple to go. Since we are doing some roof repair now (due to a leak), the committee discussed whether the money budgeted for the HVAC in FY21 will need to be reallocated for that, if we should request a budget amendment to address, or what other options Mick might recommend. The committee feels that capital requires a discussion with the city regarding current needs and a plan for the future.

Not including anything for Capital, we are looking at a 3% overall budget increase

Trust account: After discussion the Committee agreed to request that \$40,000.00 be appropriated for use from the Trust account.

Budget Amendment Request: Shirley noted that the \$30,000 appropriated for the Trust Account in FY21 is nearly expended and there are several months left in the year. After discussion, the Committee agreed to recommend that the Board request that an additional \$10,000 be allocated for expenditures from the Trust account in FY21.

Transferring money between accounts: The committee reviewed the two bank accounts where Trust funds are located. Currently there is \$51,015.86 in Midwest One, earning interest at 0.25% and \$10,129.07 at Fidelity Bank, earning interest at 0.55%. The committee agreed that funds should be transferred to the higher earning account. Before they decide on the amount to recommend, they wondered if either of the banks had tiered interest. Shirley will investigate and report back to the committee. They will decide via email and recommend the amount to transfer at the Board meeting.

11c

James Kennedy Public Library FY22 Budget Proposal

| | FY21 Approved | 6 months expended | FY21 Reestimate | FY22 Proposal |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|
| ESTIMATED REVENUES: | | | | |
| Dubuque County Library Agency | \$ 5,000.00 | \$ - | \$ 6,000.00 | \$ 6,000.00 |
| Fees from copier, R/P, etc. | \$ 5,000.00 | \$ 1,180.92 | \$ 2,500.00 | \$ 5,000.00 |
| Open Access | \$ 10,600.00 | \$ 11,671.80 | \$ 11,671.80 | \$ 11,600.00 |
| Access Plus / ILL | \$ 400.00 | \$ 323.24 | \$ 323.24 | \$ 350.00 |
| Direct State Aid | \$ 2,000.00 | \$ 1,998.08 | \$ 1,998.08 | \$ 2,000.00 |
| TOTAL: | \$ 23,000.00 | \$ 15,174.04 | \$ 22,493.12 | \$ 24,950.00 |
| ESTIMATED EXPENDITURES: | | | | |
| PERSONAL SERVICES | | Spent to date | | |
| Wages | \$ 244,711.00 | \$ 117,823.61 | \$ 244,711.00 | \$ 252,145.00 |
| FICA | \$ 15,172.00 | \$ 7,111.73 | \$ 15,172.00 | \$ 15,633.00 |
| Medicare | \$ 3,548.00 | \$ 1,663.06 | \$ 3,548.00 | \$ 3,656.00 |
| IPERS | \$ 23,101.00 | \$ 11,122.51 | \$ 23,101.00 | \$ 23,803.00 |
| SUI | \$ 194.00 | \$ 126.33 | \$ 194.00 | \$ 197.00 |
| Group Insurance | \$ 41,800.00 | \$ 22,673.70 | \$ 41,800.00 | \$ 46,900.00 |
| Meetings and training | \$ 2,500.00 | \$ 369.00 | \$ 2,500.00 | \$ 2,500.00 |
| Dues and memberships | \$ 750.00 | \$ 329.00 | \$ 750.00 | \$ 750.00 |
| TOTAL: | \$ 331,776.00 | \$ 161,218.94 | \$ 331,776.00 | \$ 345,584.00 |
| CONTRACTUAL SERVICES: | | | | |
| Utilities (telephone) | \$ 700.00 | \$ 581.60 | \$ 700.00 | \$ 700.00 |
| Electricity | \$ 14,000.00 | \$ 6,550.70 | \$ 14,000.00 | \$ 14,000.00 |
| Gas / Heat | \$ 2,500.00 | \$ 529.05 | \$ 2,500.00 | \$ 2,500.00 |
| Insurance (bldg) | \$ 6,500.00 | \$ 124.00 | \$ 6,500.00 | \$ 6,800.00 |
| Legal Fees | \$ - | \$ - | \$ - | \$ - |
| Custodial services | \$ 8,000.00 | \$ 3,750.00 | \$ 7,200.00 | \$ 8,000.00 |
| Window cleaning | \$ 300.00 | \$ - | \$ 300.00 | \$ 300.00 |
| Service / Maintenance Contracts | \$ 9,500.00 | \$ 880.90 | \$ 7,100.00 | \$ 7,500.00 |
| TOTAL: | \$ 41,500.00 | \$ 12,416.25 | \$ 38,300.00 | \$ 39,800.00 |
| SUPPLIES: | | | | |
| General library supplies | \$ 10,000.00 | \$ 3,566.90 | \$ 10,000.00 | \$ 10,000.00 |
| Program fees & supplies | \$ 2,500.00 | \$ 504.11 | \$ 2,500.00 | \$ 2,500.00 |
| Marketing & advertising | \$ 1,500.00 | \$ 532.74 | \$ 1,500.00 | \$ 1,500.00 |
| Maintenance and Repairs | \$ 7,000.00 | \$ 1,466.97 | \$ 7,000.00 | \$ 7,000.00 |
| TOTAL | \$ 21,000.00 | \$ 6,070.72 | \$ 21,000.00 | \$ 21,000.00 |
| BOOKS AND MATERIALS | | | | |
| Adult fiction | \$ 8,000.00 | \$ 5,384.23 | \$ 8,000.00 | \$ 8,000.00 |
| Adult nonfiction | \$ 5,000.00 | \$ 3,195.13 | \$ 5,000.00 | \$ 5,000.00 |
| YA fiction | \$ 2,000.00 | \$ 2,198.20 | \$ 2,000.00 | \$ 2,000.00 |
| YA nonfiction | \$ 800.00 | \$ 209.24 | \$ 800.00 | \$ 1,000.00 |
| Juvenile fiction | \$ 8,500.00 | \$ 4,042.70 | \$ 8,500.00 | \$ 8,500.00 |
| Juvenile nonfiction | \$ 4,000.00 | \$ 837.23 | \$ 4,000.00 | \$ 4,000.00 |
| Large Print | \$ 3,500.00 | \$ 2,352.21 | \$ 3,500.00 | \$ 3,500.00 |
| Electronic media (ebooks, etc.) | \$ 6,000.00 | \$ 2,101.87 | \$ 6,000.00 | \$ 6,500.00 |
| Reference & electronic databases | \$ 5,000.00 | \$ 4,764.61 | \$ 5,000.00 | \$ 5,500.00 |
| Periodicals and newspapers | \$ 4,500.00 | \$ 835.32 | \$ 4,500.00 | \$ 4,530.00 |
| Audiobooks (CD, playaway) | \$ 4,200.00 | \$ 1,165.78 | \$ 4,200.00 | \$ 4,200.00 |
| Software & Gaming | \$ 2,000.00 | \$ 594.97 | \$ 2,000.00 | \$ 2,000.00 |
| DVDs | \$ 6,500.00 | \$ 1,987.48 | \$ 6,500.00 | \$ 6,500.00 |
| Creation Station & LoT | \$ 1,500.00 | \$ 74.94 | \$ 1,500.00 | \$ 1,500.00 |
| TOTAL: | \$ 61,500.00 | \$ 29,743.91 | \$ 61,500.00 | \$ 62,730.00 |
| TOTAL EXPENDITURES: | | | | |
| | \$ 455,776.00 | \$ 209,449.82 | \$ 452,576.00 | \$ 469,114.00 |
| TOTAL REVENUES: | | | | |
| | \$ 23,000.00 | \$ 15,174.04 | \$ 22,493.12 | \$ 24,950.00 |
| ACTUAL ASKING | | | | |
| | \$ 432,776.00 | \$ 194,275.78 | \$ 430,082.88 | \$ 444,164.00 |
| Capital Improvement | \$ 28,000.00 | \$ - | \$ 28,000.00 | ??? |
| Total Expenditures | \$ 483,776.00 | \$ 209,449.82 | | |

Distribution in 2020 was \$6790 so increasing
Assuming FY22 will be closer to a normal year
Based on FY1 actual
Based on FY1 actual
Based on FY1 actual

2% COLA per Mick rounded to nearest dollar
5% increase per Mick based on current rates
No change
No change
4%

Leaving in pending info from Mick
No change based on FY21 info
No change based on FY21 info
5 % increase per Mick (rounded)
Anticipating no change
Anticipating no change
Decrease - ILS contract & fire alarm testing
-4%

Anticipating no change
Anticipating no change
Anticipating no change
Anticipating no change

Suggesting 2% overall
increase for inflation

2%

3%

3%

Upcoming Programs for Trustees:

LOC 2021: Libraries are for Everyone! Equity, Diversity, & Inclusion in Action in Iowa's Libraries

Type: Classroom Instruction Course

339 seats remaining

Start: 1/21/2021 9:00 AM CST **End:** 1/21/2021 7:30 PM CST

Description: The online conference from before online conferences were cool! (Or mandatory...) Join us for the 14th Annual ILOC Conference: "Libraries are for Everyone! Equity, Diversity, & Inclusion in Action in Iowa's Libraries." As the United States continues to reckon with its history of racial injustice and other types of inequality, libraries have work to do to ensure their spaces, programs, and services are inclusive for all staff and patrons. This year, the ILOC conference will give librarians practical ideas and examples of how they can bring Equity, Diversity, and Inclusion (EDI) concepts into their everyday activities in the library. Bookmark the ILOC website for updates on keynotes & breakout sessions:

<https://www.statelibraryofiowa.org/ld/c-d/continuing-ed/iloc>

Room : Online - Zoom Webinar -



Boardroom Series 2021: Debuting the New Iowa Library Trustees' Handbook, 2021 edition

Type: Classroom Instruction Course

232 seats remaining

Start: 1/28/2021 6:00 PM CST **End:** 1/28/2021 7:30 PM CST

Description: The Boardroom 2021 webinar series begins the new year by debuting the newly-revised Iowa Library Trustee's Handbook. With the new handbook front-and-center, we'll share chapter highlights. The third edition of The Iowa Library Trustee's Handbook c2021 is expected to be published on the State Library's website by mid-January. We did a similar webinar in October, but without the new publication in hand. Attendees will have the opportunity for breakout room discussion. Since 2009, the State Library of Iowa has produced this reference book for public library boards. It has proven to be a reliable and authoritative resource, important reading for newly appointed trustees, equally useful for experienced members. There is no obligation to read the handbook prior to the webinar. Attendance at this program helps satisfy standard #8 "all members of the library board of trustees a participate in a variety of board development training each year."

Room : Online - Zoom Meeting -

NOTE: The Boardroom series for 2018 – 2020 are archived at the State Library so could be viewed at any time.

Committee Assignments – FY2021 Updated 12/2020

Executive:

Karen Kramer, President
Angela English, Vice-President
Catherine O’Hea, Secretary

Policy:

Sue Engelbrecht, Chair
Angela English
Ray Kruse

Furnishings, Art & Facilities:

Mary Jane Meade, Chair
Sue Engelbrecht
Danielle Will
Betty Anne Scherrman

Finance:

Angela English, Chair
Catherine O’Hea
Ray Kruse
Mary Radloff

Personnel:

Karen Kramer, Chair
Karen Tieskoetter
New Member
Lynn Osterhaus

Marketing & Public Relations:

Karen Tieskoetter- Chair
Dawn Schrandt
Danielle Will
New Member

Fundraising:

Catherine O’Hea, Chair
Mary Jane Meade
Karen Kramer
Brenda Ingles

Friends of the JKPL Liaison:

Shirley Vonderhaar

Endowment Liaison

Angela English

Dubuque County Library Agency

Representative:

Angela English