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Regular Library Board Meeting

Tuesday, March 9, 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/93555457444?pwd=bVNJRWdiUIV1cTJtbU56Q25TNUhsQT09>

Meeting ID: 935 5545 7444

Passcode: 743801

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 935 5545 7444

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

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meeting: February 9, 2021
 - Approve February Librarian's Report

- Approve Bills:
 - February Claims Report
 - Library Claims for March
 - February / March Credit Card Claims
 - Budget Reports
 - February City Report
 - February Library Report
 - Trust Account Reports
 - February Bank Statements
 - February Balance Report
 - Trust Account Expenditure Report
 - February Donations Form
 - Program Reports
 - January Report of Programs and Attendance
 - February Schedule of Events
 - Schedule for Upcoming Programs
 - 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. Discussion regarding Imagine 2030 Dyersville community vision process
 7. Library Journal Index of Public Library Service 2020: America's Star Libraries
 8. Discussion and possible action regarding changing the meeting time for the regular monthly JKPL Board meetings
 9. Fundraising Committee Report
 - Notes from March 3, 2021 Zoom Meeting
 10. Furnishings, Art & Facilities Committee Report
 11. Marketing Committee Report
 - Review & Discussion of proposed changes to monthly reports
 12. Personnel Committee Report
 13. Finance Committee Report
 - Notes from March 3, 2021 Zoom Meeting
 - FY22 Budget Proposal - Revised
 14. Policy Committee Report
 15. Strategic Planning Report
 16. Meetings and Training
 - Upcoming
 - Recently Attended
 17. Oral Presentations
 18. Adjournment

Date of next regular meeting: Tuesday, April 13, 2021 7:00 pm

Hello all:

Here is the packet of information for the Board meeting on Tuesday, March 9.

Agenda Topics

1. Call to Order
2. Consider Approval of Agenda
3. Consider Agenda Consent Calendar
 - Correspondence & Communication – **Card will be shared at meeting**
 - Approve Minutes of Previous Meeting: February 9, 2021 - **A**
 - Approve February Librarian's Report - **B**
 - Approve Bills:
 - February Claims Report - **C**
 - Library Claims for March - **D**
 - February / March Credit Card Claims – **E**
 - Budget Reports
 - February City Report - **F**
 - February Library Report - **G**
 - Trust Account Reports
 - February Bank Statements- **H1 & H2**
 - February Balance Report - **I**
 - Trust Account Expenditure Report - **J**
 - February Donations Form - **K**
 - Program Reports
 - January Report of Programs and Attendance - **L**
 - February Schedule of Events - **M**
 - Schedule for Upcoming Programs - **N**
 - Grant Report – **Paul wrote an application for the Outstanding in Their Field Leadership Institute to be held by ARSL. This is an 18-month commitment, valued at \$8,000, with the goal of developing leaders and leadership in small and rural libraries and communities. Participants are scheduled to be confirmed sometime in April but there were 180 applications for the 30 slots so it is extremely competitive. I also worked with Paul to submit a grant for the Libraries Transform Communities grant offered by ARSL and ALA. This grant provides \$3,000 and facilitation training for libraries to offer community conversations. If received, Paul will be the project manager and the tentative plan is to develop a book discussion series, targeted at young and emerging adults (ages 15 to 25 but open to all), focused on a topic of current interest or concern such as climate change or racial equality. Winners will be announced March 31 and activities must take place between May and October, 2021.**
 - Friends of the Library Report – **No Report**

- JKPL Endowment Report - O
4. Discussion of Current Library Operations and Services – **See included document. This topic could take a lot of time and discussion so please try to read in advance of the meeting.**
 5. Review and possible action on JKPL Pandemic Interim Service Plan / Reopening Plan - **Copy of the plan is included so is handy for reference and discussion. I may have some suggested adjustments for discussion at the Board meeting, and there may be others based on discussion and decisions at the meeting.**
 6. Discussion regarding Imagine 2030 Dyersville community vision process – **See included list provided by Board Members. I did not receive a response from everyone so if you want to send my ideas now, I will add to the list – or that can just be shared at the meeting. I will fill out the online form on behalf of the board based on the discussion and priorities identified at the meeting**
 7. Library Journal Index of Public Library Service 2020: America’s Star Libraries – **See included document**
 8. Discussion and possible action regarding changing the meeting time for the regular monthly JKPL Board meetings – **Would the board be interested in moving meetings to an earlier time? The member with the conflict when the 7:00 pm time was determined no longer has that issue so would be available to meet earlier if the rest of the Board is interested in making that change.**
 9. Fundraising Committee Report
 - Notes from March 3, 2021 Zoom Meeting
 10. Furnishings, Art & Facilities Committee Report
 11. Marketing Committee Report
 - Review & Discussion of proposed changes to monthly reports – **This document incorporates the same information as that in the regular librarian’s report and the program attendance report.**
 12. Personnel Committee Report
 13. Finance Committee Report
 - Notes from March 3, 2021 Zoom Meeting – **13A**
 - FY22 Budget Proposal – Revised – **13B**
 14. Policy Committee Report
 15. Strategic Planning Report
 16. Meetings and Training
 - Upcoming – **Public Libraries of Dubuque County Agency meeting scheduled for Thursday, March 18, 2021 at 9:30 am. This will be a Zoom meeting.**
 - Recently Attended
 17. Oral Presentations

18. Adjournment

Date of next regular meeting: Tuesday, April 13, 2021 7:00 pm

James Kennedy Public Library
Board of Trustees
Minutes of the February 9, 2021 Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, February 9, 2021 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, Mary Jane Meade, and Library Director Shirley Vonderhaar. Absent: Karen Tieskoetter and Sue Engelbrecht.

1. 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 O’Hea and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, and Meade. Nays: None.
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Minutes of Previous Meeting: January 12, 2021
 - January Librarian’s Report
 - Bills
 - January Claims Report
 - Library Claims for February
 - January/February Credit Card Claims
 - Budget Reports
 - January City Report
 - January Library Report
 - Trust Account Reports
 - January Bank Statements
 - January Balance Report
 - Trust Account Expenditure Report
 - January Donations Form
 - Soup Fundraiser - \$795.00
 - Brenda Ingles - \$200.00
 - Mask Sales - \$78.00
 - Coloring Book - \$10.00
 - Dianne Duwe - \$100.00
 - Love My Library - \$690.00
 - Program Reports
 - January Report on Programs and Attendance
 - February Schedule of Events

- Schedule for Upcoming Programs
- Grant Report
 - DRA awarded \$2000.00 to the Friends for the StoryWalk Project. Friends committed \$3000.00 to match as part of the grant application. Remainder of cost for the StoryWalk will be funded through the Richard Osterhaus memorial.
- Friends of the Library Report
 - Membership drive in progress.
- JKPL Endowment Report
 - Fund/Gift Activity Statement

Meade MOVED “approval of the consent items” which was seconded by English and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, and Meade. Nays: None.

4. Discussion of Current Library Operations and Services.
 - Now that Covid numbers appear to be dropping locally, the Board discussed how to determine when it is reasonable to open to larger capacity than was instituted when Dubuque County was declared a ‘red zone’ in July. Shirley noted that positivity rates are provided, which is one of the ways the red zone is determined, but didn’t feel that alone was adequate. Ray suggested looking at number of cases per 100,000 as it was a more standard number. Shirley will investigate further and report back to the Board her findings.
5. Review and possible action on JKPL Pandemic Interim Service/Reopening Plan
 - No changes currently.
6. Library Director Evaluation
 - The JKPL personnel committee shared the compiled evaluation and all were satisfied with the conclusions. Karen Kramer will sign the official evaluation documents on behalf of the Board to go into Shirley’s personnel file.
7. Discussion regarding Imagine 2030 Dyersville community vision process
 - Board will brainstorm ideas and send approximately five ideas to Karen and Shirley to compile to discuss at our next meeting.
8. Fundraising Committee Report
 - Soup fundraiser was a success. Will plan for more patrons next year.
 - Love My Library is ongoing and response has been good. Social media appears to be reaching more people.
 - Collecting baskets for Build a Basket Fundraiser. Bidding begins March 1st.
9. Furnishings, Art & Facilities Committee Report: None
10. Marketing Committee Report
 - Will not be participating in St. Patrick’s Day Parade due to Covid-19 concerns.
 - Discussed proposed changes to monthly reports
11. Personnel Committee Report: None
12. Finance Committee Report

- FY22 Budget Presentation – February 15th

13. Policy Committee Report: None

14. Strategic Planning Report: None

15. Meetings and Training: None

16. Oral Presentations: None

17. English MOVED to "adjourn meeting at 8:26 P.M." Second by Tauke and CARRIED.

Ayes: Kramer, O'Hea, English, Will, Kruse, and Meade. Nays: None.

Catherine O'Hea

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT
 Librarian's report to the Board of Trustees for the month of February 2021

B

Additions: Items purchased: 164 Items donated:52 Year to date added: 2,259 Donations: Prev. YTD: 493 Curr. YTD: 361
 Items withdrawn: Books: 50 DVDs: 262
 Year to date: Books: 2,782 SCDs: 1 DVDs: 270 Kits: 5 Games: 52
 New Library Cards Issued City: 6 Contractual: 3 Total: 9 YTD: 59
 Computer use: 31 hours; 120 sessions YTD: 471 hours; 781 sessions Previous YTD: 3,563 hours; 5,464 sessions
 WiFi Use (from WhoFi software) 63 sessions, 55 visits, 13 unique visitors YTD: 2,661 sessions, 1,746 visits, 143 unique visitors
 Meeting Room Use: No meeting space available YTD: 0 Previous YTD: 1,496
 Programs Held: 49 Attendance & Interactions: 1,196; FB Views : 476 Library Visits: 466 YTD: 5,328 Prev. YTD: 60,768
 Circulation Summary:

Number of Items Loaned	4,830	Year to Date:	42,300
Previous Year Circ.	9,345	Previous YTD:	79,444
Difference (numerical):	-4,515	Difference (numerical):	-37,144
Difference (percentage):	-48.31%	Difference (percentage):	-46.75%

General Fund Receipts:	Current	Year to Date	Budgeted
Copier & Misc:	23.75	238.60	850.00
Computer Printing:	41.85	380.70	1,275.00
Reader/printer:	0.00	1.05	25.00
Fax:	18.00	209.00	900.00
Computer Use	2.00	11.00	250.00
Holds & Scans	6.00	43.00	100.00
Lost Books and Materials	0.00	261.01	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):	4.55	42.50	300.00
Total:	\$96.15	\$15,439.98	\$23,000.00

Trust Account Receipts:	Current	Year to Date
CB Donations:	2.00	36.34
Memorials:	0.00	120.00
History Books & Centennial Coins:	20.00	60.00
Adopt a book donations:	0.00	676.55
Friends donation:	47.50	212.25
Other: Soup fundraiser	15.00	14,728.42
Other: Love My Library	3,236.00	6,090.20
Other: unspecified	19.00	628.50
Total:	\$3,339.50	\$22,552.26

SUMMARY OF ADDITIONS:

	LP	Adult Fiction	Adult & YA Non-fiction	Young Adult Fiction	Juven Fic	Juven Non-fiction	eBook & eAudio	A & YA Audio	Juv. Audio	A& YA Vid	Juv. Vid	CDs, Games Misc.	TOTAL
Curr. Month	19	72	25	7	15	0	12	13	0	30	8	15	216
2020 Month	38	173	61	13	4	5	0	16	0	31	16	12	369
Curr. YTD	127	716	210	166	385	127	107	82	10	223	48	58	2259
Prev. YTD	186	741	275	204	512	98	33	85	4	260	76	128	2602

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	710	1226	118	1050	385	161	18	3668	236	85	8	445	252	136	4830
2020 mor	659	2602	474	1995	280	278	22	6310	183	217	36	1476	622	501	9345
Difference	51	-1376	-356	-945	105	-117	-4	-2642	53	-132	-28	-1031	-370	-365	-4515
Current YTD	3793	12000	1598	9829	2819	1604	201	31844	1868	723	135	4718	1888	1124	42300
Prev. YTD	6066	18406	3325	19770	1958	1888	100	51513	1470	2359	316	13246	6502	4038	79444
Difference	-2273	-6406	-1727	-9941	861	-284	101	-19669	398	-1636	-181	-8528	-4614	-2914	-37144
Diff. %	-37.5%	-34.8%	-51.9%	-50.3%	44.0%	-15.0%	NA	-38.2%	27.1%	-69.4%	-57.3%	-64.4%	-71.0%	-72.2%	-46.8%

Freemusic Downloads: Feb: 6 downloaded & 0 streamed; 0 video Total FY= 605 **Bridges Video Downloads:** Feb: 1 Total FY = 12
Mango Language Use: Feb: 24 sessions; FY = 306 total sessions (includes mobile & computer) **Kanopy Video:** Feb: 74; FY = 655

C

**James Kennedy Public Library
February 2021 Claims Report**

Utilities and Contractual

Check issued to:	Purpose	Amount
Tim Singsank	Custodial Services	\$450.00
Black Hills	Gas / Heat	332.69
Alliant Energy	Electricity	1,011.64
Mediacom	Phone	113.14
Total		\$1,907.47

Miscellaneous Bills

Check issued to:	Purpose	Amount
City Laundry	Cleaning fee / mat	14.82
Midwest Bank / CC	Sam's Club (program supplies)	15.64
Midwest Bank / CC	Target (DVDs)	48.12
Pirc Construction	Roof repair	2,268.00
Total		\$2,346.58

February 2021 Budget	
February 2021 Claims submitted	\$5,786.99
Utility and Contractual from Bills above	1,907.47
Miscellaneous Bills from above	2,346.58
Total wages and benefits	25,145.24
Total February 2021 expenses	\$35,186.28

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



Dyersville, IA

D

Expense Approval Register

Packet: APPKT00690 - March Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 410 - LIBRARY					
NEWEGG BUSINESS INC	1303203007	Computer Maintenance	001-5-410-4-63750	MAINTENANCE	193.98
BOOK SYSTEMS, INC.	122716	Annual Contract	001-5-410-4-64316	CONTRACTS	1,430.00
ACCESS SYSTEMS	28765746	Service Contract/Lease	001-5-410-4-64316	CONTRACTS	154.29
FAREWAY STORES INC.	00009300	Supplies - Program	001-5-410-4-65060	OFFICE SUPPLIES	14.43
FAREWAY STORES INC.	00085558	Supplies - Programs	001-5-410-4-65060	OFFICE SUPPLIES	46.50
FAREWAY STORES INC.	00088658	Supplies - Program	001-5-410-4-65060	OFFICE SUPPLIES	12.36
AMAZON	03.01.2021	Supplies - Program	001-5-410-4-65060	OFFICE SUPPLIES	63.37
HERITAGE PRINTING CO	103950	Supplies - Cardstock for progr...	001-5-410-4-65060	OFFICE SUPPLIES	16.50
BLACKSTONE PUBLISHING	1204571	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	32.45
BLACKSTONE PUBLISHING	1207260	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	2.95
QUILL CORPORATION	14537506	Supplies - Office	001-5-410-4-65060	OFFICE SUPPLIES	139.46
BAKER & TAYLOR BOOKS	2035685299	Supplies - CD Processing	001-5-410-4-65060	OFFICE SUPPLIES	3.99
ACE HOMEWORKS	227464	Supplies - RAA Programming	001-5-410-4-65060	OFFICE SUPPLIES	3.54
COLIBRI SYSTEMS NORTH AM...	781	Supplies - Book Covers	001-5-410-4-65060	OFFICE SUPPLIES	492.51
COMPLETE OFFICE OF WISCO...	880769	Supplies - Janitorial	001-5-410-4-65060	OFFICE SUPPLIES	177.57
WEBER PAPER COMPANY	D104537	Supplies - Paper	001-5-410-4-65060	OFFICE SUPPLIES	74.70
ACCESS SYSTEMS	INV982030	Supplies - toner	001-5-410-4-65060	OFFICE SUPPLIES	10.99
BAKER & TAYLOR BOOKS	0003229018	Books - returned	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	-19.59
GOOD OLD DAYS	02.17.2021	Subscription - 2 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	29.97
PSYCHOLOGY TODAY	02.17.2021	Subscription - 2 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	29.97
WOODSMITH	02.17.2021	Subscription - 2 yr	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	45.00
AMAZON	03.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	78.96
AMAZON	03.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	147.50
AMAZON	03.01.2021	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	13.30
AMAZON	03.01.2021	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	90.30
AMAZON	03.01.2021	Subscriptions	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	25.97
AMAZON	03.01.2021	Smart Spaces	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	2.99
AMAZON	03.01.2021	DVD	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	502.80
OVERDRIVE	06497CO21060240	Electronic Media	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	600.96
BLACKSTONE PUBLISHING	1204571	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	451.83
BLACKSTONE PUBLISHING	1207260	Books - Audio	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	22.49
BAKER & TAYLOR BOOKS	2035685299	Audio Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	25.19
BAKER & TAYLOR BOOKS	2035752747	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	316.38
BAKER & TAYLOR BOOKS	2035752747	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	11.19
BAKER & TAYLOR BOOKS	2035761827	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	61.57
BAKER & TAYLOR BOOKS	2035770028	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	15.68
BAKER & TAYLOR BOOKS	2035781098	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	131.51
BAKER & TAYLOR BOOKS	2035781098	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	96.61
BAKER & TAYLOR BOOKS	2035794377	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	145.55
BAKER & TAYLOR BOOKS	2035797688	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	4.19
LIBRARY IDEAS	80664	Electronic Media - ebooks	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	2.50
GREY HOUSE PUBLISHING	966039	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	292.50
GREY HOUSE PUBLISHING	966272	Books	001-5-410-4-67701	BOOKS/FILMS/RECORDS/SUBS...	168.50
Department 410 - LIBRARY Total:					6,163.41
Fund 001 - GENERAL FUND Total:					6,163.41
Fund: 002 - LIBRARY TRUST FUND					
Department: 410 - LIBRARY					
AMAZON	03.01.2021	Programs - Trust	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	-40.97
CENTER POINT PUBLISHING	1833734	Books	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	129.48
BAKER & TAYLOR BOOKS	2035752747	Tauke Memorial	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	15.68
BAKER & TAYLOR BOOKS	2035781098	Programs - Adopt A Book	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	91.25
BAKER & TAYLOR BOOKS	2035794377	Programs - Love My Library	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	14.56

Expense Approval Register

Packet: APPKT00690 - March Library Bills

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
KANOPY, INC.	238181 - PPU	Programs - Streaming Video	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	32.00
CENGAGE LEARNING	73871720	Memorial - Lions Club	002-5-410-4-67700	LIBRARY TRUST EXPENDITURE	161.82
				Department 410 - LIBRARY Total:	403.82
				Fund 002 - LIBRARY TRUST FUND Total:	403.82
				Grand Total:	6,567.23

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	6,163.41
002 - LIBRARY TRUST FUND	403.82
Grand Total:	6,567.23

Account Summary

Account Number	Account Name	Expense Amount
001-5-410-4-63750	MAINTENANCE	193.98
001-5-410-4-64316	CONTRACTS	1,584.29
001-5-410-4-65060	OFFICE SUPPLIES	1,091.32
001-5-410-4-67701	BOOKS/FILMS/RECORDS/...	3,293.82
002-5-410-4-67700	LIBRARY TRUST EXPENDI...	403.82
Grand Total:		6,567.23

Project Account Summary

Project Account Key	Expense Amount
None	2,869.59
410AB	589.81
410AF	695.16
410AN	740.01
410DVD	502.80
410EM	603.46
410PF	17.49
410SS	2.99
410SUB	130.91
410TAAB	91.25
410TLP	129.48
410TMEM	177.50
410TPROG	5.59
410YAF	11.19
Grand Total:	6,567.23

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

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 President, Board of Trustees

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 .ATTEST: _____

 Secretary, Board of Trustees

Date

E

Credit Card Claims for February & March 2021

Date	Vendor	Items	Amount
DONE	Mediacom	Telephone	-92.28 Should be coming

		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	18,256.53	158,870.04	85,840.96	35.08 %
<u>001-5-410-4-61100</u>	FICA	15,172.00	15,172.00	1,097.22	9,587.24	5,584.76	36.81 %
<u>001-5-410-4-61200</u>	MEDICARE	3,548.00	3,548.00	256.60	2,241.97	1,306.03	36.81 %
<u>001-5-410-4-61300</u>	IPERS	23,101.00	23,101.00	1,723.47	14,997.40	8,103.60	35.08 %
<u>001-5-410-4-61500</u>	GROUP INSURANCE	41,800.00	41,800.00	3,793.14	30,259.98	11,540.02	27.61 %
<u>001-5-410-4-61700</u>	SUI	194.00	194.00	18.28	237.91	-43.91	-22.63 %
<u>001-5-410-4-62100</u>	DUES	750.00	750.00	0.00	875.00	-125.00	-16.67 %
<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	1,011.64	8,562.12	5,437.88	38.84 %
<u>001-5-410-4-63711</u>	GAS HEAT	2,500.00	2,500.00	332.69	1,312.56	1,187.44	47.50 %
<u>001-5-410-4-63730</u>	TELEPHONE	700.00	700.00	113.14	695.73	4.27	0.61 %
<u>001-5-410-4-63750</u>	MAINTENANCE	9,500.00	9,500.00	3,719.72	5,536.07	3,963.93	41.73 %
<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	250.29	1,285.48	-1,285.48	0.00 %
<u>001-5-410-4-64322</u>	CONTRACTED SERVICES	8,300.00	8,300.00	450.00	4,800.00	3,500.00	42.17 %
<u>001-5-410-4-65060</u>	OFFICE SUPPLIES	21,000.00	21,000.00	1,073.71	6,219.31	14,780.69	70.38 %
<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	3,089.85	36,643.65	24,856.35	40.42 %
	Expense Total:	455,776.00	455,776.00	35,186.28	282,617.46	173,158.54	37.99 %
	Fund: 001 - GENERAL FUND Total:	455,776.00	455,776.00	35,186.28	282,617.46	173,158.54	37.99 %
Fund: 002 - LIBRARY TRUST FUND							
Expense							
<u>002-5-410-4-67700</u>	LIBRARY TRUST EXPENDITURE	30,000.00	30,000.00	654.20	29,772.43	227.57	0.76 %
	Expense Total:	30,000.00	30,000.00	654.20	29,772.43	227.57	0.76 %
	Fund: 002 - LIBRARY TRUST FUND Total:	30,000.00	30,000.00	654.20	29,772.43	227.57	0.76 %
	Report Total:	485,776.00	485,776.00	35,840.48	312,389.89	173,386.11	35.69 %

G

James Kennedy Public Library FY21 Operating Budget							
	FY21	November	December	January	February	March (est)	Received to date
ESTIMATED REVENUES:							
Dubuque County Library Agency	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Fees from copier, R/P, etc.	5,000.00	160.32	115.37	169.14	96.15	150.00	1,446.21
Open Access	10,600.00	11,671.80	0.00	0.00	0.00	0.00	11,671.80
Access Plus / ILL	400.00	323.24	0.00	0.00	0.00	0.00	323.24
Direct State Aid	2,000.00	0.00	0.00	0.00	0.00	0.00	1,998.08
TOTAL:	23,000.00	12,155.36	115.37	169.14	96.15	150.00	15,439.33
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES							Spent to date
Wages	244,711.00	17,944.47	17,901.75	22,789.90	18,256.53	18,300.00	158,870.04
FICA	15,172.00	1,080.32	1,077.69	1,378.29	1,097.22	1,134.60	9,587.24
Medicare	3,548.00	252.62	252.01	322.31	256.60	265.35	2,241.97
IPERS	23,101.00	1,693.98	1,689.93	2,151.42	1,723.47	1,727.52	14,997.40
SUI	194.00	9.49	6.77	50.83	18.28	18.30	237.91
Group Insurance	41,800.00	3,793.14	3,793.14	3,793.14	3,793.14	3,800.00	30,259.98
Meetings and training	2,500.00	0.00	0.00	0.00	0.00	0.00	369.00
Dues and memberships	750.00	0.00	0.00	546.00	0.00	0.00	875.00
TOTAL:	331,776.00	24,774.02	24,721.29	31,031.89	25,145.24	25,245.77	217,438.54
CONTRACTUAL SERVICES:							
Utilities (telephone)	700.00	108.54	112.03	112.03	113.14	0.00	806.77
Electricity	14,000.00	995.11	944.43	888.74	1,011.64	1,000.00	8,451.08
Gas / Heat	2,500.00	153.80	224.31	450.82	332.69	500.00	1,312.56
Insurance (bldg)	6,500.00	0.00	0.00	0.00	0.00	0.00	124.00
Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Custodial services	8,000.00	600.00	750.00	600.00	450.00	600.00	4,800.00
Window cleaning	300.00	0.00	0.00	0.00	0.00	0.00	0.00
Service / Maintenance Contracts	9,500.00	180.29	154.29	154.29	250.29	1,584.29	1,285.48
TOTAL:	41,500.00	2,037.74	2,185.06	2,205.88	2,157.76	3,684.29	16,779.89
SUPPLIES:							
General library supplies	10,000.00	1,449.05	445.06	251.07	738.05		4,556.02
Program fees & supplies	2,500.00	93.25	293.07	180.30	335.66		1,020.07
Marketing & advertising	1,500.00	0.00	0.00	74.00	0.00	0.00	606.74
Maintenance and Repairs	7,000.00	21.88	0.00	349.38	3,719.72	193.98	5,536.07
TOTAL	21,000.00	1,564.18	738.13	854.75	4,793.43	193.98	11,718.90
BOOKS AND MATERIALS							
Adult fiction	8,000.00	1,078.73	860.91	315.99	562.62	695.16	6,262.84
Adult nonfiction	5,000.00	365.35	651.70	110.11	197.75	740.01	3,502.99
YA fiction	2,000.00	825.90	201.42	0.00	24.32	11.19	2,222.52
YA nonfiction	800.00	0.00	0.00	0.00	0.00	0.00	209.24
Juvenile fiction	8,500.00	3,507.36	267.73	26.80	547.43	17.49	4,616.93
Juvenile nonfiction	4,000.00	672.69	128.22	0.00	264.77	0.00	1,102.00
Large Print	3,500.00	19.20	350.12	299.73	0.00	0.00	2,651.94
Electronic media (ebooks, etc.)	6,000.00	28.99	5.00	1,803.14	620.87	603.46	4,525.88
Reference & electronic databases	5,000.00	0.00	160.00	0.00	0.00	0.00	4,764.61
Periodicals and newspapers	4,500.00	192.13	49.99	93.68	137.98	130.91	1,066.98
Audiobooks (CD, playaway)	4,200.00	321.84	428.33	159.10	250.43	589.81	1,575.31
Software & Gaming	2,000.00	72.93	32.99	436.86	0.00	0.00	1,031.83
DVDs	6,500.00	226.11	270.48	597.97	480.69	502.80	3,066.14
SS / Creation Station	1,500.00	2.99	2.99	2.99	2.99	2.99	80.92
TOTAL:	61,500.00	7,314.22	3,409.88	3,846.37	3,089.85	3,293.82	36,680.13
TOTAL EXPENDITURES:	455,776.00	35,690.16	31,054.36	37,938.89	35,186.28	32,417.86	282,617.46
TOTAL REVENUES:	23,000.00	12,155.36	115.37	169.14	96.15	150.00	15,439.33
ACTUAL ASKING	432,776.00	23,534.80	30,938.99	37,769.75	35,090.13	32,267.86	267,178.13
Capital Improvement	28,000.00						0.00
Total Expenditures	483,776.00	35,690.16	31,054.36	37,938.89	35,186.28	32,417.86	282,617.46

James Kennedy Public Library FY21 Operating Budget									
		% Expended	FY20 Expense	Feb 20	Total FY20	Budget	Amount	Ov/Und	
	Difference	To date	thru Feb 20	expenses	expenses	Projection	Over/Under	Budget	
ESTIMATED REVENUES:									
Dubuque County Library Agency	5,000.00		0.00	0.00	6,790.74				
Fees from copier, R/P, etc.	3,553.79		3,001.45	361.60	3,237.85				
Open Access	-1,071.80		10,651.98	0.00	10,651.98				
Access Plus / ILL	76.76		401.80	0.00	401.80				
Direct State Aid	1.92		1,775.69	0.00	1,775.69				
TOTAL:	7,560.67		15,830.92	361.60	22,858.06				
	7,560.67		15,830.92		22,858.06				
ESTIMATED EXPENDITURES:									
PERSONAL SERVICES									
	Remaining		Spent to date		Spent to date				
Wages	85,840.96	64.9%	155,879.39	18,021.39	230,505.74	165,485.69	-6,616	0.96	
FICA	5,584.76	63.2%	9,392.60	1,085.10	13,890.48	10,259.15	-672	0.93	
Medicare	1,306.03	63.2%	2,196.85	253.79	3,248.86	2,399.13	-157	0.93	
IPERS	8,103.60	64.9%	14,674.15	1,701.20	21,718.76	15,608.05	-611	0.96	
SUI	-43.91	122.6%	236.37	18.05	368.17	124.55	113	1.91	
Group Insurance	11,540.02	72.4%	26,983.17	3,457.62	42,359.67	26,626.66	3,633	1.14	
Meetings and training	2,131.00	14.8%	650.88	60.70	650.88	2,500.00	-2,131	0.15	
Dues and memberships	-125.00	116.7%	746.00	0.00	761.00	735.22	140	1.19	
TOTAL:	114,337.46	65.5%	210,759.41	24,597.85	313,503.56	223,043.45	-5,605	0.97	
	114,337.46		210,759.41	24,597.85	313,503.56	223,043.45	-5,605	0.97	
CONTRACTUAL SERVICES:									
Utilities (telephone)	-106.77	115.3%	1,615.85	66.79	2,164.66	522.53	284	1.54	
Electricity	5,548.92	60.4%	9,060.70	761.95	13,358.47	9,495.83	-1,045	0.89	
Gas / Heat	1,187.44	52.5%	1,287.41	415.99	1,925.53	1,671.50	-359	0.79	
Insurance (bldg)	6,376.00	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	3,200.00	60.0%	4,950.00	450.00	7,175.00	5,519.16	-719	0.87	
Window cleaning	300.00	0.0%	165.00	0.00	265.00	186.79	-187	0.00	
Service / Maintenance Contracts	8,214.52	13.5%	1,541.24	149.15	11,061.79	1,323.64	-38	0.97	
TOTAL:	24,720.11	40.4%	18,620.20	1,843.88	41,807.45	18,483.27	-1,703	0.91	
	24,720.11		18,620.20	1,843.88	41,807.45	18,483.27	-1,703	0.91	
SUPPLIES:									
General library supplies	5,443.98	45.6%	9,152.53	938.12	11,918.89	7,679.01	-3,123	0.59	
Program fees & supplies	1,479.93	40.8%	1,460.12	105.60	2,448.52	1,490.82	-471	0.68	
Marketing & advertising	893.26	40.4%	815.21	154.00	961.57	1,271.69	-665	0.48	
Maintenance and Repairs	1,463.93	79.1%	25,666.09	0.00	34,237.54	5,247.53	289	1.05	
TOTAL	9,281.10	55.8%	37,093.95	1,197.72	49,566.52	15,715.71	-3,997	0.75	
	9,281.10		37,093.95	1,197.72	49,566.52	15,715.71	-3,997	0.75	
BOOKS AND MATERIALS									
Adult fiction	1,737.16	78.3%	4,734.84	683.51	8,764.77	4,321.70	1,941	1.45	
Adult nonfiction	1,497.01	70.1%	2,969.37	330.31	5,051.28	2,939.23	564	1.19	
YA fiction	-222.52	111.1%	1,643.83	351.50	2,046.60	1,606.40	616	1.38	
YA nonfiction	590.76	26.2%	262.05	201.32	541.78	386.95	-178	0.54	
Juvenile fiction	3,883.07	54.3%	3,684.86	10.99	8,157.02	3,839.80	777	1.20	
Juvenile nonfiction	2,898.00	27.6%	938.21	0.00	3,516.98	1,067.06	35	1.03	
Large Print	848.06	75.8%	3,160.15	566.08	3,536.85	3,127.22	-475	0.85	
Electronic media (ebooks, etc.)	1,474.12	75.4%	2,905.61	0.00	5,536.52	3,148.85	1,377	1.44	
Reference & electronic databases	235.39	95.3%	4,207.64	0.00	8,043.44	2,615.57	2,149	1.82	
Periodicals and newspapers	3,433.02	23.7%	2,430.78	295.54	4,401.04	2,485.44	-1,418	0.43	
Audiobooks (CD, playaway)	2,624.69	37.5%	1,920.52	177.78	3,964.60	2,034.55	-459	0.77	
Software & Gaming	968.17	51.6%	1,263.80	376.85	2,009.65	1,257.73	-226	0.82	
DVDs	3,433.86	47.2%	3,942.34	596.23	6,408.75	3,998.47	-932	0.77	
SS / Creation Station	1,419.08	5.4%	357.38	2.99	433.78	1,235.81	-1,155	0.07	
TOTAL:	24,819.87	59.6%	34,421.38	3,593.10	62,413.06	33,917.82	2,762	1.08	
	24,819.87		34,421.38	3,593.10	62,413.06	33,917.82	2,762	1.08	
TOTAL EXPENDITURES:	173,158.54	62.0%	300,894.94	31,232.55	467,290.59	293,480.54	-10,863	0.96	
TOTAL REVENUES:	7,560.67	67.1%	15,830.92	361.60	22,858.06	15,929.22	-490	0.97	
ACTUAL ASKING	165,597.87	61.7%	285,064.02	30,870.95	444,432.53	277,587.39	-10,409	0.96	
	165,597.87		285,064.02	30,870.95	444,432.53	277,587.39	-10,409	0.96	
Capital Improvement			0.00		0.00				
Total Expenditures	173,158.54		300,894.94	31,232.55	467,290.59				



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102 South Clinton Street, Iowa City, IA 52240

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00592661 MSP 475 CITY OF DYERSVILLE JAMES KENNEDY PUBLIC LIBRARY TRUST 340 1ST AVE E DYERSVILLE IA 52040-1203



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Statement Ending 02/26/2021

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

Table with 3 columns: Account Type, Account Number, Ending Balance. Row: BUSINESS MONEY MKT, XX4356, \$11,023.45

BUSINESS MONEY MKT-XX4356

Account Summary

Table with 3 columns: Date, Description, Amount. Rows: 01/30/2021 Beginning Balance \$11,021.34, 02/26/2021 Ending Balance \$11,023.45

Interest Summary

Table with 3 columns: Description, Amount. Rows: Annual Percentage Yield Earned 0.25%, Interest Earned \$2.11, Interest Paid This Period \$2.11, Interest Paid Year-to-Date \$7.59, Minimum Balance \$11,021.34, Average Ledger Balance \$11,021.34, Average Available Balance \$11,021.34

Other Credits

Table with 3 columns: Date, Description, Amount. Row: 02/26/2021 INTEREST \$2.11. Total: 1 item(s) totaling \$2.11

Daily Balances

Table with 2 columns: Date, Amount. Row: 02/26/2021 \$11,023.45

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Date 2/26/21 Page 1
Primary Account 617571
Enclosures 3

1216522

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

Checking Account

MONEY MARKET		Number of Enclosures	3
Account Number	617571	Statement Dates	2/01/21 thru 2/28/21
Previous Balance	51,655.04	Days in the statement period	28
3 Deposits/Credits	3,339.50	Average Ledger	53,705.89
1 Checks/Debits	591.50	Average Collected	53,705.89
Service Charge	.00	Interest Earned	22.66
Interest Paid	22.66	Annual Percentage Yield Earned	0.55%
Current Balance	54,425.70	2021 Interest Paid	38.91

Activity in Date Order

Date	Description	Amount	
2/02	Deposit/Credit	663.50	52,318.54
2/09	Deposit/Credit	1,842.20	54,160.74
2/18	Deposit/Credit	833.80	54,994.54
2/18	Transfer from x7571 to x5358 February Claims	591.50-	54,403.04
2/28	Interest Deposit	22.66	54,425.70

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
2/01	51,655.04	2/02	52,318.54	2/09	54,160.74
2/18	54,403.04	2/28	54,425.70		

Interest Rate Summary

Date	Rate
1/31	0.550000%

* 0 1 4 2 0 0 0 0 2 0 0 2 0 0 2 0 0 0 *

I

TRUST ACCOUNT REPORT for February 2021

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
January 13, 2021	transfer to Fidelity	\$(40,000.00)	\$ 11,015.86
January 29, 2021 interest	\$	5.48	\$ 11,021.34
February 26, 2021 interest	\$	2.11	\$ 11,023.45

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Fidelity Bank and Trust	Budgeted	Bank Account
Balances January 31, 2021	\$ 881.77	\$ 51,655.04

Deposits

February 2, 2021			
Love My Library	\$	640.00	
History books	\$	20.00	
Friends booksale / donation	\$	3.50	\$ 663.50

February 9, 2021			
Hermesen donation	\$	5.00	
Soup fundraiser	\$	15.00	
Love My Library	\$	1,820.00	
Conscious Box	\$	0.20	
Friends booksale / donation	\$	2.00	\$ 1,842.20

February 18, 2021			
Adopt-a-book donation	\$	14.00	
Love My Library	\$	776.00	
Conscious Box	\$	1.80	
Friends booksale / donation	\$	42.00	\$ 833.80

February 28, 2021			
Interest	\$	22.66	\$ 3,362.16

Debits:

February 18, 2021			
Kanopy Streaming Video (fundraising)	\$	52.00	
LML 2021 - mailing	\$	71.69	
Rardin Memorial	\$	134.94	
Tauke Memorial	\$	31.91	
Adopt-a-book	\$	30.79	
Hotspot cases (fundraising)	\$	162.78	
LML 2021 purchases	\$	170.09	
City debit error (will correct 3/5/21)	\$	(62.70)	
		\$ 591.50	\$ 591.50

Balances February 28, 2021		\$ 290.27	\$ 54,425.70
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J

Trust Account Income & Expenditure Report FY21

		in account	New Deposits					
Amount in MidWest One		\$50,951.61						
Amount in Fidelity		\$21,466.58						
INCOME: (as of July 1, 2020)					EXPENDITURES:			REMAINING:
DONATIONS & CONTRIBUTIONS:								DONATIONS:
FY19 & 20 Raffles	FY19	-\$150.00						-\$150.00
Previous Fundraisers		\$12,568.84		Jul-20	Kanopy	\$14.00		\$10,223.56
FY19 & 20 Fundraisers (All)				Aug-20	Kanopy	\$12.00		
Chair-ity & Wreath	Previous	\$896.00		Sep-20	Kanopy	\$16.00		\$896.00
Cookie Walk	Previous	\$1,752.80		Oct-20	Kanopy	\$22.00		\$1,752.80
Soup Supper	Previous	\$1,180.34		Nov-20	Kanopy	\$18.00		\$1,975.34
	Jan-21		\$780.00					
	Feb-21		\$15.00	Feb-21	Hotspot cases	\$162.78		
Love My Library	Previous	\$1,580.88		Nov-20	LML - Halloween	\$116.21		\$1,212.62
	Jan-21		\$690.00	Jan-21	LML 20 - Program	\$50.00		
				Feb-21	LML 20 - Program	\$202.05		
	Feb-21		\$2,736.00	Feb-21	LML 21 - purchase	\$39.73		\$3,426.00
Mystery Dinner	Previous	\$1,234.24		Dec-20	Kanopy	\$38.00		\$1,234.24
Build-a-basket	Previous	\$3,239.32		Dec-20	Hot spots	\$1,979.50		\$3,239.32
Wine & Beer Tasting	Previous	\$536.90		Jan-21	Kanopy	\$31.00		\$536.90
Snack & Candy Sales	Previous	\$336.49		Feb-21	Kanopy	\$52.00		\$346.81
Plant Sale	Previous	\$725.17						\$745.17
Amaryllis Kit Fees	Oct-20		\$45.00					-\$53.63
Mask Sales	Oct-20		\$60.00	Sep-20	ASLP Incentives	\$82.00		\$68.00
Luggage tags	Nov-20		\$10.00					\$10.00
Coloring books	Dec-20		\$5.00					\$15.00
Dairy Queen Fundraiser	Aug-19	\$371.42						\$753.53
	Oct-20		\$382.11					
Country Junction / STEM	Apr-20	\$500.00						\$500.00
Randy's Market - Roundup	Oct-20		\$651.09					\$651.09
Chair-ity Fundraiser	Dec-20		\$311.00	Dec-20	ribbons	\$4.69		\$306.31
Quillt Fundraiser	Dec-20		\$150.00					\$150.00
Donations								
Hermesen donation / uns	Feb-21		\$5.00					\$5.00
Miscellaneous Donations Total Remaining								\$4,910.90
Lion's Club - LP	Previous	\$15.86						\$515.86
.... Part of LML 21	Feb-21		\$500.00					
Conscience Box	Previous	\$1,677.76						\$1,719.24
	Feb-21		\$2.00					
History Books & Coins	Previous	\$1,484.74						\$1,544.74
	Feb-21		\$20.00					
Genealogy Donation	Previous	\$93.86						\$93.86
Meeting Room Donation	Previous	\$574.94						\$574.94
Adopt-a-book donations	Previous	\$309.74						\$642.35
	Feb-21		\$14.00	Feb-21	Books	30.79		
Friends - bksale	Previous	\$412.09						\$626.20
	Feb-21		\$47.50					
Summer Reading Program 20	Previous	-\$696.87						\$52.31
TACKL	Previous	\$601.90						\$751.90
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

Memorials and Donations February 2021

From: **Soup Fundraiser**
Donation: \$15.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

From: **Delores Hermsen**
Donation: \$5.00
Fund: Library Trust Account
Restrictions: Unspecified donation / Use as needed

From: **Anonymous**
Donation: \$14.00
Fund: Library Trust Account
Restrictions: Adopt-a-book

From: **Love My Library***
Donation: \$3,236.00
Fund: Library Trust Account
Restrictions: Fundraiser for library collections & services

*See next page for list of Love My Library Donations

2021 Donations				
Donor	Use	Amount		
Dan and Sue Engelbrecht	Reading for Beads	\$ 150.00		
Bill & Barb Heitzman	Music play table	\$ 50.00		
Tim & Angela English	Sponsor Halloween Party	\$ 100.00		
Anonymous - ██████████	As needed	\$ 100.00		
Karen & Craig Kramer	As needed	\$ 150.00		
Dyersville Comics & Games	donated graphic novels	NA		
Paul Zurawski	donated graphic novels	NA		
Jeanne Coppola	creation station supplies	NA		
Zach & Danielle Will	Great Book of Carving	\$ 25.00		
Zach & Danielle Will	Sponsor YA SRP event	\$ 30.00		
O'Hea Family	Bulletin board for teen space	\$ 45.00		
O'Hea Family	Hill we climb (book - spring)	\$ 9.00		
O'Hea Family	Change sings (book - fall)	\$ 16.00		
O'Hea Family	What happened - memorial	\$ 15.00		
Deposited 1/27/2021			\$ 690.00	Feb Report
Urbain Welding	In mail	\$ 10.00		
Bi-County Disposal	In mail	\$ 100.00		
JAM Systems	In mail	\$ 100.00		
Citizens State Bank	Sponsor Santa Visit	\$ 50.00		
Citizens State Bank	As needed	\$ 50.00		
Spoden Construction	Summer Reading Program	\$ 100.00		
Don & Dianne Kramer	As needed	\$ 100.00		
Spahn & Rose Lumber	In mail	\$ 100.00		
Marsha Kennedy-Hassler	As needed	\$ 30.00		
Deposited 2/1/2021			\$ 640.00	
Rex Massey / State Farm	As needed	\$ 50.00		
Miriam Eick	Goo gone	NA		
Anonymous - ██████████	Ancestry Library edition	\$ 1,200.00		
Heritage Printing	Phone charging station for teen	\$ 50.00		
Pat & Mary Jane Meade	As needed	\$ 100.00		
SpecCast	In mail	\$ 50.00		
Anonymous - cash at door	As needed	\$ 20.00		
LeRoy & Carol Ruden	chairs for teen space	NA		
MidWestOne Bank	In mail	\$ 200.00		
Fidelity Bank & Trust	In mail	\$ 50.00		
AutoTech Inc	In mail	\$ 100.00		
Deposited 2/9/2021			\$ 1,820.00	
Lion's Club	Large print - separated in SS	\$ 500.00		
Field of Dreams Site	jigsaw puzzle	\$ 25.00		
Carquest	In mail	\$ 100.00		
Bonnie Kiernan	What the Devil Knows	\$ 17.00		
Bonnie Kiernan	Stargazer	\$ 17.00		
Bonnie Kiernan	Mystery novel	\$ 17.00		
Sharon Osterhaus	Children's paints & LP book	\$ 100.00		
Deposited 2/18/2021			\$ 776.00	
			\$ 3,236.00	March Repo

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James Kennedy Public Library Monthly Program Report
Report for the Month of January 2021

Zoom StoryTime and Activity (C) Zoom Program
 February 3, 2021 – No registration so not held
 February 10, 2021 Theme: Sharks
 Total attendance at 2 sessions – 9 children & caregivers;
 Time for preparation & performance – 1.5 hrs (pd)
 Supplies: Books, laptop, etc.

February 17, 2021 Theme: Elephants
 Total attendance at 2 sessions – 28 children & caregivers;
 Time for preparation & performance – 5 hrs (pd)
 Supplies: Color copies, bags & elastic fasteners for activity kits

February 24, 2021 Theme: Penguins
 Total attendance at 2 sessions – 20 children & caregivers;
 Time for preparation & performance – 5.5 hrs (pd)
 Supplies: Copies, construction paper, & baggies for activity kits

Out-Reads : Bi-Monthly Story Times to Daycares (C): Zoom Program
 February 3, 2021 Theme: Sharks
 Total attendance at 4 sessions – 76 children & caregivers;
 Time for preparation & performance – 4 hrs (pd)
 Supplies: Books, computer, etc.

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

Sit 'n' Stitch (Wednesdays of each month) (A) Zoom Program
 February 3, 10, 17, 24, 2021 Total attendance: 18
 Time for preparation & performance – 4 hrs (pd)
 Supplies: Computer and Zoom software, Craft supplies provided by participants

Books for Lunch Book Club (First Monday of each month) – *Bright as Heaven* (A) Zoom Program
 February 1, 2021 Total attendance: 9
 Time for preparation & performance – .5 hr (pd) 1 hr (vol)
 Supplies: Books borrowed via ILL, available on Bridges ; Computer and Zoom software

Virtual Dungeons & Dragons Club (1st Tuesday of each Month) (F) Discord program
 February 2, 2021 Total attendance: 8
 Time for preparation & performance – 2.25 hr (pd)
 Supplies: Used Discord and Roll20 to hold virtually; Rime of the Frost Maiden

A Novel Approach to Faith Book Club (A) Zoom program
 February 9, 2021 Total attendance: 4
 Time for preparation & performance – 2.5 hr (pd)
 Supplies: ILL books, available on Bridges ; Computer and Zoom software

Movie Night – Virtually with Kanopy & Zoom: *Four Lions* A) Zoom program
 February 5, 2021 Total attendance: 3
 Time for preparation & performance -2.5 hrs (pd)
 Supplies: Zoom and Kanopy

Bookeaters Tween Book Club – Cancelled due to low interest in meeting via Zoom; will restart when can meet in person

Get Puzzled Virtually@ Your Library (A) Virtual / Sharing program
 February 2021
 Time for preparation & performance - .25 hrs (pd) Total participation: 1
 Supplies: Puzzle for prize

JKPL Writing Group (3rd Monday of each Month) (A) Zoom program
February 15, 2021
Time for preparation & performance – 1.5 hrs (pd) Total participation: 3
Supplies: Computer and Zoom software

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

Coloring, Creating & Doing – Virtually (A) Remote / passive program
February 2021 Total participation: 42
Time for preparation & performance - 2 hrs (pd)
Supplies: Copies of coloring pages and activities– delivered via curbside or appointment

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

Virtual Game Night: Secret Hitler! Discord program
February 26, 2021 Total attendance: 5
Time for preparation & performance – 1.5 hr (pd)
Supplies: Secret Hitler board game, Discord

Final Friday Tech Virtual Program (Last Friday of each Month) Zoom program
February 26, 2021 Total attendance: 1
Time for preparation & performance – .5 hrs (pd)
Supplies: Computer and Zoom software ; Copy of instructions

Building Creativity one Block at a Time (LEGO® program) (C) Facebook Lego Challenge / Passive
February 8, 2021 Total attendance: 1
Time for preparation & performance – .25 hrs (pd)
Supplies: Facebook

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

Strength Training for Older Adults (A) Virtual / Provided by Geri-Fit
February 2021 –Streaming option provided by Geri-Fit for current participants Total attendance: 20
Estimated attendance is based on those requesting information on access, estimating one session
per week

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

Learn to Play – Stringamajig (F) YouTube & Facebook program
February 1, 2021 Facebook Views / Engagements: 41 / 2
Time for preparation & performance – .5 hrs (pd) YouTube views: 1
Supplies: Stringamajig game and phone to videotape

World Read Aloud Day (F) YouTube & Facebook program
February 3, 2021 Facebook Views / Engagements: 71 / 22
Time for preparation & performance –2.5 hrs (pd) YouTube views: 8
Supplies: Phone or computer to videotape

Play-Doh Challenge (C) Passive program
February 4-28 2021
Time for preparation & performance – .25 hrs
Supplies: Play-doh & pans Kits take: 1/ 0 submissions
Sponsored by Ray Massey State Farm (2020 LML donation)

STEAM Fun Fridays – Heart Peacock Craft (F) Facebook & YouTube program
February 5, 2021 Facebook Views / Engagements: 12 / 1
Time for preparation & performance – 3 hr (pd) YouTube views: 0
Supplies: Construction paper, glue, googly eyes & scissors
STEAM Fun Fridays provides demonstrations of how to make and do things
at home, using common household items; no kits are provided

STEAM Fun Fridays – Origami Hearts (F) February 12, 2021 Time for preparation & performance – 3 hr (pd) Supplies: Paper 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: 21 / 2 YouTube views: 3
UpCycled Valentine's Day Cards (F) February 1-14, 2021 Time for preparation & performance – 2.5 hrs Supplies: Card stock, donated card fronts & envelopes	Facebook /YouTube & Kit program Facebook Views / Engagements: 21/2 YouTube Views: 3 Kits taken: 13
Valentine's Day Love Stories (A) February 14, 2021 Time for preparation & performance – 3 hrs (pd) 2 hrs (vol) Supplies: Phone, computer and zoom to record Darci Werner, Linda Deutmeyer, Karen Schloss and Sue Bonebrake donated time to read and share their stories.	YouTube & Facebook program Facebook Views / Engagements: 42 / 31 YouTube views: 4
Learn to Play – Superfight (F) February 15, 2021 Time for preparation & performance – .5 hrs (pd) Supplies: Superfight game and phone to videotape	YouTube & Facebook program Facebook Views / Engagements: 11 / 1 YouTube views: 1
Virtual Pet Parade (F) February 15, 2021 Time for preparation & performance – 3 hrs (pd) Supplies: Windows 10 video editor to create video; photos contributed by community	YouTube & Facebook program Facebook Views / Engagements: 42 / 19 YouTube views: 12
STEAM Fun Fridays – Baking Soda & Vinegar Balloon Experiment (F) February 19, 2021 Time for preparation & performance – 3 hr (pd) Supplies: Balloon, bottle, baking soda & vinegar STEAM Fun Fridays provide demonstrations of how to make and do things at home, using common household items.	Facebook & YouTube program Facebook Views / Engagements: 20 / 7 YouTube Views: 3
Among Us Virtual Game Night February 19, 2021 Time for preparation & performance – 2.5 hr (pd) Supplies: Among Us online game and Discord program	Discord program Total attendance: 10
Ready, Set, Grow: Make Your Own Carrot, Lettuce, Beet or Radish Seed Tape February 15, 2021 Time for preparation & performance – 18 hrs (pd) 2 hrs (vol) Supplies: Presented by Ray Kruse, ISU Extension; Kits include toilet paper, seeds, flour, toothpick & instructions	Facebook /YouTube program Facebook Views / Engagements: 26 / 24 YouTube Views: 10 Kits distributed: 200
Third Thursday Virtual Program – Lincoln, Race and the Challenge of Self Government February 18, 2021 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 – Pom Pom Drop (F) February 26, 2021 Time for preparation & performance – 2.5 hr (pd) Supplies: Paper tubes, pom poms and tape 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: 7 / 1 YouTube views: 1
Ready, Set, Grow: Renewing Your Cutting Edge in Gardening (A) February 22, 2021 Time for preparation & performance – .5 hrs (pd) 2 hrs(vol) Supplies: Presented by Ray Kruse, ISU Extension	Facebook /YouTube program Facebook Views / Engagements: 10 / 0 YouTube views: 2

Engineers' Week Challenge Kit (C) February 21-27, 2021 Time for preparation & performance – 3 hrs 2 hrs (vol) Supplies: Playing cards, paper clips, cups John Wandsnider was partner with this program	Facebook /YouTube & Kit program Facebook Views / Engagements: 31 / 8 YouTube Views: 5 Kits taken: 20
Third Thursday Bonus Virtual Program – Behind the Scenes at Firing Line February 25, 2021 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: 0
National Tell a Fairy Tale Day: The Frog Prince (C) February 26, 2021 Time for preparation & performance – 2.5 hrs Supplies: Frog masks, elastic mask bands, & baggies	Facebook /YouTube & Kit program Facebook Views / Engagements: 12 / 1 YouTube Views: 2 Kits taken: 10
Let's Talk: Best Books of 2020 (A) February 27, 2021 Time for preparation & performance –.5 hr (pd) Supplies: None; cancelled as no registration	Zoom program Zoom attendance: 0
Black History Month Activity Kit (C) February 1-28, 2021 Time for preparation & performance –5.75 hr (pd) Supplies: Copies, baggies, craft supplies & stickers	Facebook & YouTube Program Facebook Views / Engagements: 5 / 1 YouTube views: 1 Kits distributed: 9
National Library Lover's Month (F) February 1-28, 2021 Time for preparation & performance – 4 hr (pd) Supplies: Buttons & library swag for prizes	Passive program Total participants: 286
Teen Craft: Among Us Crewman Keychain (YA) February 1-28, 2021 Time for preparation & performance – 2.5 hrs (pd) Supplies: Felt, hot glue, & copies	Facebook & YouTube program Facebook Views / Engagements: 10 / 2 YouTube Views: 12 Kits Distributed: 20
Creation Station: Love Bug Craft Kits (F) February 1-28, 2021 Time for preparation & performance – 4.5 hrs (pd) Supplies: Craft sticks, construction paper, google eyes, & pipe cleaners	Facebook & YouTube program Facebook Views / Engagements: 16 / 2 YouTube Views: 2 Kits distributed: 65
Adult Crafternoon Take and Make: Hygge – Self-Care (A) February 8 – 28, 2021 Time for preparation & performance – 2 hrs (pd) Supplies: Copies of activities, sticker art, orange, cocoa & tea, and stress ball	Facebook & YouTube program Facebook Views / Engagements: 28 / 6 YouTube views: 8 Kits distributed: 46
Programs held in January but still hosted and available to view or engage with on social media February 1-28, 2021 – 19 programs	Facebook Views / Engagements: 50/14 YouTube Views: 43

Upcoming Events for March:

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March 1—28: Build-A-Basket Fundraiser Silent Auction

Join us for the 8th Annual Build-A-Basket Fundraiser! Organizations, businesses, and individuals have donated some amazing baskets this year. Bidding in the silent auction runs March 1—28 so be sure to bid on your favorites.



- All items will be displayed in the library and a photograph with a description of contents will be posted on both the library's Facebook page and website at www.dyersville.lib.ia.us
- Bids can be placed in person at the library by appointment, by calling the library, or emailing librarian@dyersville.lib.ia.us
- The highest bid will be listed along with the photo of the item on the library's website.
- Bidding ends promptly at 3:00 pm on March 28.
- All proceeds will be used to support library services and collections.

March 1—31: March Book Mania!

Join us this month and help us determine which novel borrowed in 2020 is the local favorite! How it works:

- The top sixteen adult fiction books checked out by library patrons in the last twelve months have been put into Round 1. (NOTE: Only one title per author was included in this roster.)
- Watch the videos by library staff talking about these titles, then go to <http://bit.ly/JKPLBookMania> to vote for your favorite out of each pairing.
- The eight titles that win the first round will move on to Round 2. The four titles that win Round 2 will move on to Round 3 and the final two titles will move on to Round 4 where one book will be declared the winner.
- Vote each week to be sure your favorite makes it to the final!
- Voting begins March 1 with the winner announced on March 31.



March 1—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, 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 April.

Monday, March 1: Books for Lunch Virtual Book Discussion @ 12:00 noon. This month the group will discuss the 2021 All Iowa Read selection for adults, *Little Faith* by Nicholas Butler. 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.



Monday, March 1: Time Management Tips. Looking for better ways to manage your time and be more productive? Watch this pre-recorded video where Jessica Pape, a Dyersville local involved in many organizations, can help you make the most of your day! This video will be uploaded to the library's YouTube and Facebook pages.



Tuesday, March 2—9: Read Across America Downtown StoryWalk™!

Celebrate Read Across America by reading around Dyersville! Do some window shopping and read a story with your family at the same time with this fun and interactive StoryWalk™!

- Pages from the classic story *We Are All Alike...We Are All Different* by Janice Behrens will be displayed sequentially in the windows of the library and participating downtown businesses.
- A list of participating businesses is available on our website or at the library.
- Scan the QR code on the last page of the story and enter some basic contact information to be entered into a drawing for an international snack basket. If you do not have a Smartphone, you may stop by the library (by appointment or walk-in, if space allows) and enter your name into the drawing in person.



Tuesday, March 2: 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.

Wednesdays, March 3, 10, 17, 24 & 31 @ 11:00 am and 6:30 pm: Zoom Story Time with Miss Kim

Parents and caregivers are encouraged to sign up their preschoolers for the Spring 2021 sessions of Preschool Story Time which will be held on Zoom. Story Time is open to children up to the age of 5 who have not started Kindergarten. Minimum registration for the month must be received by March 2 or sessions will be cancelled.



Wednesdays, March 3, 10, 17, 24, 31: 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, March 4—31 Play-Doh Challenge 2021. This month's challenge is "People." Kids ages 3-11 are invited to sign up to participate in the library's 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 and 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. 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. This program is sponsored by Rex Massey/State Farm Insurance.



Friday, March 5: Virtual S.T.E.A.M. Fun Fridays: Leprechaun Sand. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 leprechaun sand using simple household ingredients.

Friday, March 5: 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 "St Patrick's Day Parade". Pictures of creations must be posted between 9:00 am—5:00 pm on March 5. This LEGO® program is part of a monthly LEGO® building block program at the library sponsored by DuTrac Community Credit Union.



Tuesday, March 9: 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 *When Sparrows Fall* by Meg Mosely 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.



Friday, March 12: Virtual S.T.E.A.M. Fun Fridays: Spoon Butterfly Kit. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 spoon butterflies. Then head to the library and pick up your kit to make your own. Kits can be picked up via curbside service or by appointment. Kits available while supplies last.

Friday, March 12: Basic Photo Editing with Gimp. Ever wanted to try photo editing, but didn't know where to start? Join Paul as he shows you how to use Gimp, a free photo editing program that may seem complicated at first, but has many options for users once they get the hang of it. This pre-recorded video will be uploaded to the library's Facebook and YouTube pages.

March 15: Ready – Set – Grow: How Different Seeds Sprout

Think all seeds emerge from the ground the same? Think again! In this activity you will see two different ways seeds emerge from the soil. By understanding these emergence concepts, you can better understand which crops are more sensitive to damage when sprouting.

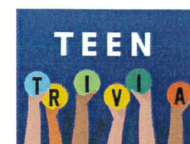
- Watch the pre-recorded video by Ray Kruse, program coordinator with the Dubuque County Extension Office and pick up your kit at the library.
- The video will be posted on the JKPL Facebook page and YouTube channel.
- The accompanying take-and-make kit will include sample cups, potting mix, along with bean, sweet corn, and pea seeds.
- Kits are intended for learning, but plants could be planted in your outdoor garden once weather permits - with the understanding they are unlikely to produce much as there are so few seeds in the kit.
- Kits available while supplies last.



Monday, March 15: 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.

Monday, March 15: Spring Break Teen Battle of the Brains: Statewide Smackdown @ 6:30 pm

The JKPL is looking for 10 teens to join our team for the Battle of the Brains, a statewide, interlibrary, virtual trivia contest. Interested participants will need access to Zoom and must register by 8:00 pm on March 14 by signing up at <http://bit.ly/3k1TKGE>. Our team is limited to the first 10 to register, others will be added to a wait list. This event is for those ages 12-18 only.



Thursday, March 18: "A Woman of Achievement: Stories from the Life of Lou Henry Hoover" @ 6:00 pm. The JKPL has partnered with the Hoover Presidential Library to present their 3rd Thursday Virtual Programs! Join us this month as author and historian Annette Dunlap shares stories from the life of First Lady Lou Henry Hoover. Before she was First Lady, Mrs. Hoover helped start a hospital for wounded British soldiers during World War I and she was instrumental in establishing sewing factories to employ women whose men had gone off to war. As First Lady, Lou worked privately to find employment opportunities for individuals and hurting communities, while at the same time raising Americans' awareness of the historical value of the White House and the importance of the arts. Come learn about the achievements of a first lady whose legacy has been largely forgotten, but whose impact can still be felt today. Advance registration for the program is required so please register at <http://bit.ly/ThirdThursdayDunlap>.



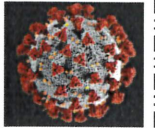
Friday, March 19: Virtual S.T.E.A.M. Fun Fridays: Mosaic Snowman. Children and families are invited to tune in to the library's Facebook and YouTube pages every Friday to discover and create something new using supplies you have at home. This week library staff member Shannon will show you how to make a mosaic snowman using simple household ingredients.

Friday, March 19: Virtual Movie Night @ 6:00 pm. Join us on Zoom each month for a fun time of watching movies together but apart! For this event we will be watching *John Dies At The End* (Rated R), a horror comedy about two slackers that get pulled into an interdimensional conflict. 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. 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 in attending, 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. This program is open to all ages but movie selections will most likely be PG-13 or R.



Monday, March 22: Saving Your Pandemic Memories @ 6:30 pm

The worldwide COVID-19 pandemic has created an unusual time in both American and World history. During the pandemic did you express your feelings or save your memories in some way? Did you write a story or poem, keep a journal, craft, draw, scrapbook, or keep newspaper clippings? We'd love to hear what you did to preserve the memories of this unusual time! Join us on Zoom to share what you've done and get ideas from others. Please register at <http://bit.ly/PANDEMICMEMORY> in order to receive the link to the Zoom room. The deadline to register is March 22 at 5:30 pm.



Friday, March 26: Virtual S.T.E.A.M. Fun Fridays: Rainbow in a Jar. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 rainbow in a jar using simple household ingredients.

Friday, March 26 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, March 26: "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.



Saturday, March 27: Backyard Bird Watching @ 1:00 pm

Join us at this special Zoom gathering as Dubuque County naturalist, Kaytlan Moeller talks about birds in Iowa. Learn the basics of birdwatching, identifying, care, and more. Following the presentation, Kaytlan will answer questions from the audience.

- This program will be recorded and posted on the JKPL Facebook and YouTube channel so those that are unable to attend in person may enjoy at their leisure.
- If interested, please register at <http://bit.ly/BBirdWatching> by 10:00 am on March 27 to receive your invitation to the Zoom room.
- A minimum of 10 people must be registered by 3:00 pm on Friday, March 26, for the program to be held.
- Please email librarian@dyersville.lib.ia.us with questions or if you do not have the link by noon on the 27th.



Monday, March 29: Lou Henry Hoover: A Life of Adventure @ 12:00 noon. The Hoover Presidential Library is offering three "bonus" virtual programs this spring led by members of the Hoover family. Join Leslie Hoover-Lauble and Hoover archivist Spencer Howard as they discuss the life, and celebrate the birthday of, First Lady Lou Henry Hoover. Presenters will share stories and photos illustrating Hoover's amazing life from an independent girl in Waterloo, Iowa, to scientist, world traveler, to First Lady. Advance registration for the program is required so please register at <http://bit.ly/LouHoover>.



Want to stay current on all that is going on at the library? Here's how:

- *Sign up for our weekly email newsletter
- *Like us on Facebook
- *Follow us on Instagram: [jameskennedylibrary](https://www.instagram.com/jameskennedylibrary)
- *Follow us on YouTube: James Kennedy Public Library

- *Visit our website at www.dyersville.lib.ia.us
- *Follow us on Twitter: [@dyersvillelib](https://twitter.com/dyersvillelib)
- *Follow us on Goodreads: James Kennedy Public Library

Craft / Activity Kits Available in March:

Just because the library isn't open for gatherings, doesn't mean we can't help you get crafty or keep you busy at home! Kits can be picked up via appointment or curbside delivery starting the day they are available. Kits are available while supplies.

March 1—31: Women's History Month Family Activity Kit

To celebrate Women's History Month the library has put together a fun and informational kit for the whole family. The kit includes a craft, coloring sheets, activity sheets, and a reading list. A pre-recorded video will be posted to the library's Facebook and YouTube pages starting March 1. Kits include all supplies needed for the craft except for glue.



March 1—31: Paint By Stickers Kit for Teens: Come pick up a craft kit that helps you create a vibrant, full color "painting" with stickers! As in paint-by-number, each scene is divided into dozens of spaces, each with a number that corresponds to a particular sticker. Find the sticker, peel it, and place it. And then the next, and the next, and the next, until your painting comes to life. These kits are intended for those age 12 and up.



March 1—31: Leprechaun Lookers. Library staff member Shannon has created a video for how to make these Leprechaun Lookers. The video will be available to view on the library's Facebook and YouTube pages starting March 1st. The craft kit for this project includes all needed supplies except glue.



March 1—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 kits are intended for adults and teens. Each pack will include at least 10 different items and will be available upon request. 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.



March 1: LEGO® Kit To Go! Looking for something creative to do with the family? LEGOs® are the way to go! Starting on March 1st, the library will have kits consisting of random LEGO® pieces available for patrons to pick up and keep. Feel free to use these LEGOs® to make a creation for our monthly virtual LEGO® Builder Club. This activity kit is sponsored by DuTrac Community Credit Union. Kits are limited to 1 per family.



March 2: National Craft Month Children's Take-and-Make Kit. March is National Craft Month, and what a fun event to celebrate with your children! Crafting sparks imagination, gives children a sense of accomplishment, and reduces stress. Children of all ages are invited to pick up a take-and-make kit of spring themed crafts. The kit will include the supplies to make a clothespin dragonfly, several paper flowers, and a pom pom caterpillar.



March 8: Adult Crafternoon Take-and-Make: Backyard Bird Feeders. This month's activity is making two different backyard bird feeders. One bird feeder is made with an orange and macrame yarn; the other is a birdseed bell. Both may be hung in your backyard. Kits include all needed supplies except scissors. The instructional video for how to do these crafts will be posted on both the library's Facebook and YouTube pages starting March 8.



March 14: National Learn About Butterflies Day Take-and-Make Kit. Kids of all ages are invited to pick up a fun butterfly craft kit. The kit will include fun facts about butterflies and how we can help them, supplies to make a washi tape butterfly, a tissue paper butterfly, and a coffee filter butterfly. There will also be some milkweed seeds you can plant for our local Monarch butterflies.



March 25: Tolkien Reading Day Activity Kit. Love *Lord of the Rings*, *The Hobbit* or any of the other works of J.R.R. Tolkien? Then join in on the activities on Tolkien Reading Day! We will have an activity kit available that will include items to help you make your own map of Middle Earth, create a doodle of your favorite creature from the series, and a word search puzzle full of Middle Earth Lingo. Take a picture of yourself reading your favorite Tolkien book and tag us on our social media to show your Tolkien love!



March 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p>1</p> <p>Time Management Tips Books For Lunch @ 12 pm</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;"> March Book Mania begins! </div> <div style="border: 1px solid black; padding: 2px; width: fit-content;"> Build-A-Basket Fundraiser Silent Auction begins! </div>	<p>2</p> <p>Virtual Dungeons & Dragons @ 6pm</p> <div style="border: 1px solid black; padding: 2px; width: fit-content;"> Read Across America Downtown StoryWalk(™) begins! </div>	<p>3</p> <p>Zoom Story Time @ 11am & 6:30pm</p> <p>Virtual Sit & Stitch from 1-3pm</p>	<p>4</p> <p>Play-doh Challenge</p>	<p>5</p> <p>Virtual S.T.E.A.M. Fun Fridays</p> <p>Building Creativity One Block at a time from 9am-5pm</p>	<p>6</p>	
<p>7</p>	<p>8</p>	<p>9</p> <p>A Novel Approach to Faith book club @ 7pm</p>	<p>10</p> <p>Zoom Story Time @ 11am & 6:30pm</p> <p>Virtual Sit & Stitch from 1-3pm</p>	<p>11</p>	<p>12</p> <p>Virtual S.T.E.A.M. Fun Fridays</p> <p>Basic Photo Editing with Gimp</p>	<p>13</p>
<p>14</p>	<p>15</p> <p>Ready-Set-Grow: How Different Seeds Sprout</p> <p>JKPL Virtual Writing Group @ 6:30pm</p> <p>Spring Break Teen Battle of the Brains @ 6:30pm</p>	<p>16</p>	<p>17</p> <p>Zoom Story Time @ 11am & 6:30pm</p> <p>Virtual Sit & Stitch from 1-3pm</p>	<p>18</p> <p>A Woman of Achievement...@ 6pm</p>	<p>19</p> <p>Virtual S.T.E.A.M. Fun Fridays</p> <p>Virtual Movie Night @ 6pm</p>	<p>20</p>
<p>21</p>	<p>22</p> <p>Saving Your Pandemic Memories @ 6:30pm</p>	<p>23</p>	<p>24</p> <p>Zoom Story Time @ 11am & 6:30pm</p> <p>Virtual Sit & Stitch from 1-3pm</p>	<p>25</p>	<p>26</p> <p>Virtual S.T.E.A.M. Fun Fridays</p> <p>Final Friday Virtual Help from 3-5pm</p> <p>Among Us Virtual Game Night @ 6pm</p>	<p>27</p> <p>Backyard Bird Watching @ 1pm</p>
<p>28</p> <p>Build-A-Basket Fundraiser ends @ 3pm</p>	<p>29</p> <p>Lou Henry Hoover...@ 12 noon</p>	<p>30</p>	<p>31</p> <p>Zoom Story Time @ 11am & 6:30pm</p> <p>Virtual Sit & Stitch from 1-3pm</p>	<p>See the insert in the flyer of events for all craft & activity kits available this month.</p>		

Tentative Schedule of Upcoming Events – April 2021 and Beyond

April 2021: Yard Signs! To celebrate National Library Week, April 4-10, 2021, the JKPL has yard signs that say “I Love My Library” available during the month of April. Signs are 18” x 24”, vinyl, reusable, and come with a ground stake. Again this year, yard signs are available for a donation. Signs are available through curbside service or by appointment. One sign per household please, while supplies last. Already have one of these signs? Now’s the time to put it up. Put a sign in your yard and let everyone know you love the library!

April is D.E.A.R. (Drop Everything And Read) Month! D.E.A.R. (Drop Everything and Read) is a month-long celebration of children’s author Beverly Cleary, her timeless stories, and the joy of reading. Join us at the JKPL in celebrating this special month! Activities to be decided.

April is Citizen Science Month. Activities to be decided.

April is Financial Literacy Month. Activities to be decided.

April is National Poetry Month. Activities to be decided.

April 1-30: Play-Doh Challenge 2021. This month’s challenge is “Birds.” Kids ages 3-11 are invited to sign up to participate in the library’s 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. 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. This program is sponsored by Rex Massey/State Farm Insurance.

April 1-30: 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 May.

April 1-30: Spring Umbrella Kit Craft Kit. 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, watch the demo video at home, and get crafting! Library staff member Shannon has created a video for how to make these Spring Umbrellas. The video will be available to view on the library’s Facebook and YouTube pages starting April 1st. The craft kit for this project includes all needed

supplies except glue and can be picked up via curbside delivery or by appointment. Kits available while supplies last.

April 1-30: Coloring, Creating and Doing @ Your Library. The JKPL is continuing to offer coloring pages, dot to dot, crosswords, sudoku, and other paper 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. 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!

Friday, April 2: Virtual S.T.E.A.M. Fun Fridays: Easter Bunny Paper Plate Mask. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 an Easter Bunny paper plate mask using simple household ingredients.

Sunday, April 4: Library closed for Easter

April 4-10: National Library Week 2021: Welcome to Your Library. The theme for National Library Week "Welcome to Your Library," promotes the idea that libraries extend far beyond the four walls of a building – and that everyone is welcome to use their services. During the pandemic libraries have been going above and beyond to adapt to our changing world by expanding their resources and continuing to meet the needs of their users. Whether people visit in person or virtually, libraries offer opportunities for everyone to explore new worlds and become their best selves through access to technology, multimedia content, and educational programs. Activities to be determined.

Monday, April 5: Books for Lunch Virtual Book Discussion @ 12:00 noon. This month the group will discuss *Pachinko* by Min Jin Lee. This group gathers on the first Monday of each month at noon. Currently we are meeting via 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.

Monday, April 5: Ready - Set - Grow: Potatoes! In January you had the opportunity to start growing your own sweet potatoes. Now it is time to learn about regular potatoes. Watch the video by Ray Kruse, Master Gardener Coordinator and Food Systems Program Coordinator for the Iowa State University Extension and Outreach, Dubuque County to learn the difference between sweet potatoes and tuber (regular) potatoes. Learn about seed potatoes and discuss apical dominance. Then pick up a kit at the JKPL. Kits are one per person. This prerecorded video will be posted on the JKPL Facebook page and YouTube Channel. Kits available while supplies last.

Monday, April 5: Craft Activity Kit for Teens: Come pick up a craft kit ... Theme to be decided. Kits can be picked up via appointment or curbside delivery. Kits are available while supplies last and are intended for those age 12 and up.

Tuesday, April 6: 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.

Wednesdays, April 7, 14, 21, and 28 @ 11:00 am or 6:30 pm: Zoom Story Time With Miss Kim. Parents and caregivers are encouraged to sign up their preschoolers for the Spring 2021 sessions of Preschool Story Time. Story Time is open to children up to the age of 5 who have not started Kindergarten. We will be offering the spring session via Zoom. Story Time is held on Wednesdays at 11:30 am or 6:30 pm. Registration is required at the following link <https://bit.ly/Springstorytime>.

Wednesdays, April 7, 14, 21, 28: 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>

Wednesday, April 7: Library Giving Day. Library Giving Day started as an idea generated by the Seattle Public Library Foundation. The concept was to create a national day of giving that public libraries would rally around and that the public would embrace. Endowment Committee to decide what, if anything, will do to promote.

Thursday, April 8: Heather Gudenkauf celebrates Libraries @ 7:00 pm. NYT Best Selling Author is joining us via Zoom for this special National Library Week presentation. Details to come.

Friday, April 9: Virtual S.T.E.A.M. Fun Fridays: Easter Egg Rocket. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 an Easter egg rocket using simple household ingredients.

Saturday, April 10: Building Creativity One Block at a Time: a LEGO® program from 9:00am – 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 "My Favorite Movie" Pictures of creations must be posted between 9:00am-5:00 pm on April 10. This LEGO® program is part of a monthly LEGO® building block program at the library sponsored by DuTrac Community Credit Union.

Saturday, April 10 - Saturday, April 17: Virtual Money Smart Week 2021! This week-long free virtual campaign aims to help people better manage their personal finances with a focus on those hardest hit by the COVID-19 pandemic. This year's line-up includes:

Saturday, April 10 @ 10:00 a.m. - Talking Cents (The University of Chicago Financial Education Initiative)

Sunday, April 11 @ 10:00 a.m. - Saving (FINRA Investor Education Foundation)

Monday, April 12 @ 12:00 p.m. - Basic Banking (The Economic Awareness Council)

Tuesday, April 13 @ 12:30 p.m. - Student Loans (U.S. Department of Education, Federal Student Aid)

Wednesday, April 14 @ 1:00 p.m. - Fraud Protection (Internal Revenue Service)

Thursday, April 15 @ 1:00 p.m. - Personal Finance (Global Financial Literacy Excellence Center)

Friday, April 16 @ 12:00 p.m. - Housing Protections + Resources (Consumer Financial Protection Bureau)

Saturday, April 17 @ 10:30 a.m. - Budgeting (University of Wisconsin-Madison, Division of Extension)

View more details at www.moneysmartweek.org. Events are free and open to the public, but registration is advised. Questions for the panelists can be submitted during the registration process.

Monday, April 12: Adult Crafternoon Take-and-Make: Activity TBA. While we still aren't able to gather together in the library, the JKPL is offering a monthly adult take-and-make activity kit. This month's activity is not yet decided. The instructional video for how to do the craft will be posted on both the library's Facebook and YouTube pages starting April 12. Kits are available to pick up via appointment or curbside service. Kits available while supplies last.

Tuesday, April 13: 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 *Caught in The Middle* by Regina Jennings 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, April 15: "Title TBA" @ 6:00 pm. This session will be presented by Hoover biographer Dr. George H. Nash. Title and details to be announced. The JKPL has partnered with the Hoover Presidential Library to present their 3rd Thursday Virtual Programs! Details when information is available. Advance registration for the program is required so please register at TBA.

Friday, April 16: Virtual S.T.E.A.M. Fun Fridays: Bird Feeders. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 bird feeder using simple household ingredients.

Friday, April 16: Virtual 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 watch, *Tucker and Dale vs. Evil* (Rated R). 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, April 17: Virtual Minecraft Build-A-Thon for Teens from 6:00-8:00 pm. Join our virtual Minecraft server and play in the game's creative mode, work together, and build whatever we want. Participants are encouraged to work as a group to achieve as much as possible by 8:00 pm. All creations will be posted on the library's social media. This program is for those that have completed 6th-12th grade. Participants might sign up at TBA by April 15th at 8:00 to get an invite to the game server and our discord server for chatting.

Monday, April 19: Ready - Set - Grow: Berries????! Project, date and kits to be confirmed. Watch the video by Ray Kruse, Master Gardener Coordinator and Food Systems Program Coordinator for the Iowa State University Extension and Outreach, Dubuque County to learn ... Then pick up a kit at the JKPL. Kits are one per person (or household). This prerecorded video will be posted on the JKPL Facebook page and YouTube Channel. Kits available while supplies last.

Monday, April 19: 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.

Thursday, April 22: Celebrate Earth Day! Details to be decided.

Friday, April 23: Virtual S.T.E.A.M. Fun Fridays: Straw Rockets. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 straw rockets using simple household ingredients.

Friday, April 23: "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.

Saturday, April 24: 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 April 15th in order to receive the link to the Zoom room.

Friday, April 30: Dia de los Libros/Dia de los Ninos El día de los niños Celebration! El día de los libros (Children's Day/Book Day), commonly known as Día, is a celebration every day of children, families, and reading that culminates yearly on April 30. The celebration emphasizes the importance of literacy for children of all linguistic and cultural backgrounds. Program and activities to be decided.

Friday, April 30: Virtual S.T.E.A.M. Fun Fridays: Paper Plate Earth Day Craft. Children and families are invited to tune in to the library's Facebook and YouTube pages 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 fun earth day craft using simple household ingredients.

Friday, April 30 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.

Plant Sale Fundraiser is Coming! Spring is here and many of us are thinking about changing or improving our yards, lawns, or gardens. Are you looking to add some new plants? Or do you have some things that need to be thinned out? This JKPL spring fundraiser might be the solution to both of these problems! If you have plants looking for a new home, please contact the library for how you can donate them. Plants of all kinds - flowers, vegetables and even houseplants - are welcome. They must be hardy enough to survive outside. This event is currently scheduled for Saturday, May 15 from 8:00 to 10:00 am in the parking lot adjacent to the library.

May is Mental Health Awareness month. Activities to be decided.

May 1-31: Mother's Day Plant Kit: 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, watch the demo

video at home, and get crafting! Library staff member Shannon has created a video for how to make these Mother's Day Plants. The video will be available to view on the library's Facebook and YouTube pages starting May 1st. The craft kit for this project includes all needed supplies except glue and can be picked up via curbside delivery or by appointment. Kits available while supplies last.

Tuesday, May 4: Virtual May the Fourth Be With You (Star Wars Day). Activities to be decided.

Wednesday, May 5: National Astronaut Day. Activities to be decided.

Friday, May 7: Virtual S.T.E.A.M. Building a Home. 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 do a fun family craft using simple household ingredients.

Friday, May 7: Virtual 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, *The Librarian: Quest for the Spear*. 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.

Sunday, May 9: Library closed for Mother's Day

Thursday, May 13: May 13th is Great Give Day! Great Give Day is a day focused on donating to causes or establishments within your community. Looking to support the James Kennedy Public Library? Then consider donating to the James Kennedy Public Library Endowment! The mission of the James Kennedy Public Library (JKPL) Endowment is to provide supplemental financial support to the library. The JKPL provides traditional and innovative library resources, programs, and services for the Dyersville community. The JKPL Endowment fund, through your charitable contributions, ensures the library will continue to provide these services for years to come. The JKPL Endowment was established in 2019 by Alan Bird. His donation was made in memory of his mother, Irma Bird, a founding member of the original Library Board. Started 60 years after the founding of the library, the Endowment will insure the library's ability to remain dedicated to its original mission and continue to serve the community needs. (NOTE: This text was copied from 2020. Endowment committee to decide participation and details.

Friday, May 14: Virtual S.T.E.A.M. Toilet Paper Roll Flowers. 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 bouquet using simple household ingredients.

Saturday, May 15: Plant Sale Fundraiser from 8:00—10:00 am. Spring is here and many of us are thinking about changing or improving our yards, lawns, or gardens. Are you looking to add some new plants? Or do you have some things that need to be thinned out? Or just have more vegetable plants that you started from seed than you want to replant? This JKPL spring fundraiser might be the solution! Join Master Gardener Karen Kramer and members of the JKPL Fundraising Committee in the parking lot adjacent to the JKPL to select from plants donated by committee and community members. If you have plants you would like to donate, please contact the library at 563-875-8912 to make arrangements to drop them off. Plants of all kinds are welcome. All proceeds will be used to support library collections and services.

May 16-22: National Public Works Week Celebrations. APWA is proud to announce "Stronger Together" as the theme for the 2021 National Public Works Week poster. This year's exciting poster challenges our members and their citizens to think about the role public works plays in creating a creating a great place to live. By working together, the impact citizens and public works professionals can have on their communities is magnified and results in the ability to accomplish goals once thought unattainable. Activities to be decided. Partnership with John Wandsnider and the Dyersville Public Works Department.

Friday, May 21: Virtual S.T.E.A.M. Making a Balance. 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 do a fun family activity using simple household ingredients.

Friday, May 28: Virtual S.T.E.A.M. Pool Noodles and Shaving Cream. 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 do a fun family activity using simple household ingredients.

Sunday, May 30-Monday, May 31: Library closed for Memorial Day

Summer Meals offered at JKPL Parking Lot: Western Dubuque Community Schools will offer breakfast and lunch meals for students during the summer. Waiting for information from WDCS to confirm details, dates and times.

Tuesday, June 1: Adult Summer Library Program Begins! Everyone 18 and older is encouraged to participate in the revised 2020 program that runs June 1-August 31. This summer's theme is Reading Colors Your World. Registration begins on June 1 and adults are welcome to join throughout the summer. Participants are encouraged to register for the summer program at dyersvillelibrary.readsquared.com. You may also download the app for this program. Prefer to not use paper? Contact the library for a paper log to track your progress. Participants will receive a bookbag, bookmark, and a free book just for registering. Using the app or paper log,

participants will keep track of books read and earn prizes. Program planning is still in progress. The adult summer library program is sponsored by the Friends of the James Kennedy Public Library.

Thursdays, June 3 & 17: Pop-Up @ the Farmer's Market from 2:00 - 4:00 pm. The JKPL will be reaching out to the community by visiting the Dyersville Farmer's Market on the 1st and 3rd Thursdays of June. Visitors will be able to get library card applications, find out more about what the library has to offer, and select a free book to keep from the pop-up library. New this year, the library will bring a hot spot and provide WiFi Access! For the safety of the community, staff working the pop-up library will wear a mask and hand sanitizer will be provided. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL. (Need to verify times as website says starts at 3 pm.)

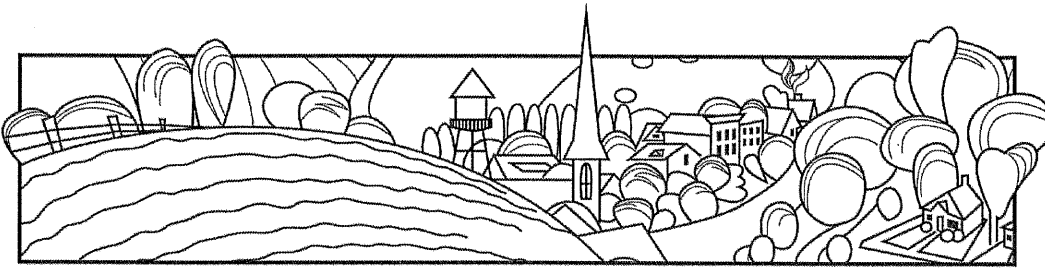
Thursdays, June 3 & 17: Take-and-Make @ the Farmer's Market from 2:00 - 4:00 pm. Stop by the JKPL Pop-up Library at the Commercial Club Park and pick up a fun Take-and-Make Activity Kit. Each week will feature a variety of crafts and activities that will be appropriate for ages 3-10. Kits will be available while supplies last. If the pandemic allows, in person – socially distanced activities may be offered in addition to or instead of the activity kits.

Friday, June 12: Downtown Friday Nights from 6:30-8:00 pm. The JKPL will be reaching out to the community by “popping up” at Downtown Friday Night! Visitors will be able to get library card applications, find out more about what the library has to offer, and select a free book to keep from the pop-up library. The JKPL Fundraising Committee will also be on hand selling ??? to support the special collections and services of the library. For the safety of the community, staff and volunteers working the pop-up library will wear a mask and hand sanitizer will be provided. The JKPL Pop-Up Library is sponsored in part by a grant from the Dyersville Area Community Foundation and partnership with the Dyersville Campaign for Grade Level Reading and the Friends of the JKPL.

Friday, June 12: TACKL Fun and Games @ Downtown Friday Night from 6:30-9:00 pm. Join the Teen Advisory Council to the Kennedy Library (TACKL) at Downtown Friday Nights. TBD.

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

Monday, July 5: Library closed for the 4th of July holiday




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

FUND ACTIVITY STATEMENT
 January 1, 2021 THROUGH January 31, 2021

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

❧ JAMES KENNEDY PUBLIC LIBRARY ENDOWMENT ❧

	Current Month January 1, 2021 - January 31, 2021	Year-To-Date January 1, 2021 - January 31, 2021
BEGINNING FUND BALANCE	5,145.89	5,145.89
Gifts	0.00	0.00
Investment Income (Loss)	(9.67)	(9.67)
Other Income	0.00	0.00
Grants Approved	0.00	0.00
Fees	-7.47	-7.47
Fund Expenses	0.00	0.00
ENDING FUND BALANCE	5,128.75	5,128.75

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.

4/5

Discussion of Current Library Operations and Services

Currently the JKPL continues to provide curbside service, virtual / remote programming, and is open by appointment only. At the February meeting we talked briefly about starting to reduce restrictions based on science and data. Right now, we are open by appointment with a maximum of 6 visitors at a time – to keep number in the library to 10 or less per the “Red Zone” guidelines of gathering of less than 10 individuals. The Red Zone designation was based on 10% or greater positivity rates and 100 new cases per 100,000 population. When the library opened by appointment on June 3, we did so under capacity guidelines so would allow 20 people in at a time. We reduced this to 6 on July 31 when the county was designated a Red Zone.

At the last board meeting we discussed when it might be reasonable to return to the larger capacity and Ray offered some insight into what numbers we should be considering for reducing restrictions. I was uncomfortable using the positivity rate alone and the Board seemed in agreement to look at other data.

Positivity rates are arbitrary (in my opinion) because they are based on how many people get tested so don't really reflect infection rates. Additionally, on February 20, the state changed how they were calculating this so the Dubuque County positivity rate went from 6.3 to 3.2 overnight. The TH is no longer reporting this number. In any case, if we do want to consider that number, Dubuque County would certainly be below the 10% rate at this time.

Another way to determine risk is to look at new cases. I have been tracking new cases reported by the TH for Dubuque County since June. For the month of June (when we opened up by appointment based on 50% capacity) the average daily number of cases in Dubuque County was 8.2; July was 31. This was the point we had the Red Zone designation and reduced capacity. Since then the average daily numbers have been: August – 18; September – 46; October – 119; November – 118; December – 43; January – 40; and February – 19. I have been doing a rolling number based on a 7 day average. From March 1 – 5 we have had a rolling average high of 20 and low of 12. So this number also is less than July.

Based on this trend, barring any major changes, I am planning to return to the 50% capacity guidelines effective March 15. I shared this information with Ray (as a science person) to help make sure I wasn't missing something. He felt this was a reasonable plan as long as the numbers remained consistent.

This decision doesn't require Board involvement as we aren't changing the Board approved Plan; but Ray shared some additional insight in our email correspondence that does need board involvement and discussion. Here is the text of that email: *As an outside opinion not quite knowing how the building and staffing logistics are, I think it would be an appropriate move to unlock the doors if monitoring the 50% capacity is practical. I have some Dyersville friends who still think it is a barrier (mentally) to have to set up an appointment to access the library. I really do not think this is right but I get the impression this is a similar sentiment to the rest of the patrons who may use the library on a more intermittent basis and are not as up to date on the library happenings. It's too much effort, so they just don't go.*

There is validity to this perspective. Locked doors are a deterrent to use, even if that isn't the intent, so maybe we need to reconsider this practice. We are also getting more walk-ins and this week I had someone come in who said she hadn't been to the library since last year but now is vaccinated so feels more comfortable. As more are vaccinated, I think we will hear this more as well. And as the weather gets nicer and people are walking, they will want to just be able to come in. Ringing a doorbell isn't a big

deal, but it is different than just walking in. We want to be welcoming and safe at the same time so is a balance.

This is very much a local decision. In Dubuque County, the JKPL is the only library that has locked doors. When I talked to the library directors, they said their visits are so low they are not worried about any capacity issues OR they were having patrons self-monitor and not making an issue of it. Since the State has removed all restrictions, there is less reason to use those capacity numbers. I don't know about all the libraries in Delaware County but the Manchester library is the opposite. They are currently only offering curbside service and they called here to find out if we were open for people to use computers since they were not offering that access. They are also having a Board meeting in the next week or so to discuss and that may be changing as well. Their director said they are so busy with curbside there is no way they could have in library access as well. From a conversation with Becky Heil, from the State Library, they are estimating about 60% are open in some fashion and some are even fully open.

One additional local note - On March 2, the City Offices opened to the public so their doors are now unlocked.

So – what do you think? Should we look at moving to Stage 3 (Doors are unlocked as default) or some other version of current Stage that allows for unlocked doors? The plan states will move to Stage 3 when have 14 days of no new cases. Perhaps it is time to reconsider that based on new information / vaccine availability, etc?

Things to consider:

- If we unlock the doors, do we try to keep to the 50% capacity and lock door when reach that? Or not worry about it?
- Will we need to be on the floor and reminding people masks are required and give them one as needed? This could feel confrontational while now we handle that issue as they come in the door.
- Will we need to adjust our hours to allow time during the day to sanitize all high touch areas?
- What is our responsibility for sanitizing the bathroom? Currently cleaned once a day with sign indicating that but would we be expected to clean during the day?
- Staff will be more at risk with more access so what do we do with accommodating high risk or worried staff? Will we need to make accommodations for working off site, offer open / closed hours for staff to work when public not in? I don't think this will be an issue but I could be wrong and we will need to ask that question.
- What am I missing???

If we do decide to move to Stage 3 or unlock the doors under current restrictions, we will need to also consider adjusting hours of service to allow time for cleaning during the day and consider if we should have dedicated hours for "High Risk" access.

Pandemic Interim Service Plan

This service plan outlines a staged, nonlinear reopening with tiered services levels, to be implemented in response to the changing health conditions presented by Covid-19. This plan is specific to the 2020 pandemic but should serve as a model for future issues, if they arise.

Plan Priorities:

Staff Safety: Staff safety is the top priority and is the basis for determining tiers and levels of service. Staff interactions and in-person services may pose a high risk of virus transmission to staff who may be exposed to infected individuals, materials, or surfaces.

Public Safety: This plan strives to position the library within the context of community safety and a responsibility to reduce community transmissions. In-person services must be staged and responsive to wider health implications. Service decisions require coordination with city officials and local health officials regarding their impact.

Defining and Evaluating Essential Services in a Pandemic: This plan recognizes that services considered as core during normal library operations do not necessarily hold the same priority during a pandemic. It is therefore vital to define which services are critical and assess whether it is possible to provide these services in a way that does not put staff and community safety at risk. It is also imperative to evaluate whether services traditionally provided in person may be transferred online to provide staff and the community with a safer method of access during a pandemic.

Staff & Public Safety Considerations

Current levels of community health: This plan is based on local and community health considerations. If the State or Local governmental restrictions are lifted before public and staff safety can be assured, other factors, such as number of new local cases, will be used in determining tiers of services.

Vulnerable Staff members: Due to risk factors, some staff or their family members may be at higher risk of complications if exposed to the virus by an infected individual, material or surface.

Teleworking from an Operational Standpoint: When appropriate, to the extent possible, teleworking will be allowed.

Healthy Work Environment: Operational decisions rely on the ability of staff to meet the safety requirements of a healthy work environment, e.g., availability of PPE, staff health, personal health risks, mental health.

Social Distancing & Security: The following considerations regarding social distancing and security will play a significant role in determining tiers of service:

- Ability to restructure physical spaces for social distancing of both staff and the public
- Required safety measures for the public, e.g., no-touch services, encouraging face masks for all visitors, etc.
- Risk factors to staff if there is a need for staff to regulate visitors
- The degree to which current policies (i.e., code of conduct) and security measures sufficiently address potential patron confrontation associated with social distancing regulations
- Liability as an employer
- Liability as a public institution

Sanitation of Circulating Materials: This plan will defer to the most current scientific recommendations regarding safe handling of circulating materials.

Availability of Hygiene Materials and PPE: In acquiring supplies to support a safe work environment and reduce community transmission, this plan must consider the appropriate availability of PPE for library staff and patrons versus the needs of health care workers and first responders.

Frequency of Professional Cleaning Services: In-person services and staff interactions may be limited by the frequency and thoroughness of cleaning services, recognizing that browsing collections and the countless surface areas in a public building may become vectors of virus transmission.

Tiers of Service

Virtual Services: Virtual Services may include but are not limited to the digital collections of eBooks, audiobooks, and magazines, on-demand 24/7 learning and research databases, on-demand 24/7 virtual programming, live video-conference programming, chat, email, phone reference services.

1. Sole access point for library services
2. Primary access point for library services with minimal in-person access
3. Supplemental access point for library services (Normal service level).

Circulation of Physical Items: Circulation of Physical Items may include but is not limited to providing in-person access to the physical collection, including books, audios and DVDs, as well as educational, activity and take and make kits, book bundles, and devices.

1. No circulation of physical materials
2. No-touch curbside, by appointment (trunk or bench protocols for strict social distancing requirements)
3. Curbside service with moderate social distancing

4. In-building appointments to limit number of persons in the building and maintain social distancing, requiring face masks for all public service staff and requested for all patrons
5. In-building access during designated hours (may require appointments for some tasks and / or have limits on number of persons in the building) with social distancing, requiring face masks for all public service staff and encouraged for all patrons .
6. In-building access during designated hours (no appointments or number restrictions) with social distancing, requiring face masks for public service staff and encouraged for all patrons .
7. "Normal" open hours

Programming: Programming includes both staff-directed programs, such as story times and STEAM activities, and self-directed programs, such as Take and Make crafts and summer library reading programs.

1. 100% virtual programming - All programs offered online, either live via platforms such as Zoom or Discord, or on-demand via download or streaming with Facebook, Youtube, etc.
2. Virtual programming and No-touch programming (circulating kits and take-home activities) will be offered. These may include self-directed programs such as Take & Make crafts, activity kits, etc.
3. Limited access programming (attendance by registration, strict social distancing required), possibly with a continued component of virtual attendance - Programs offered live and in-person to small groups with strict social distancing protocol enforced, while virtual programming offered online to larger number of participants
4. No-limits programming - Virtual or in-person programming without the need for social distancing (Normal service level).

Technology Services: Technology Services include access to the internet (WiFi), devices (PACs, laptops, and tablets) and staff assistance.

1. 100% virtual - Online tutorials, email, phone, social media, or Zoom assistance
2. All virtual services, plus physical circulation of devices, etc.
3. All of the above, plus in-person use of public computers by appointment with reduced capacity and very limited staff assistance due to social distancing guidelines
4. All of the above, plus in-person use of public computers with reduced capacity and very limited staff assistance due to social distancing guidelines
5. All of the above, plus in-person technology assistance (Normal service level)

In-person/ In-building Services: In-person Services refers to services in or outside the library building that require person-to-person interaction between staff and members of the public, with and without social distancing. Examples include face to face reference, readers advisory, tech support, copying, faxing, etc.

1. No in-person services

2. Curbside services - See tiers of service on Circulation of Physical Items and Social distancing requirements
3. In-building services by appointment - May include technology services, access to physical collection, access to other services, with varying levels of social distancing requirements
4. In-building services during designated open hours, without appointment - May include technology services, access to physical collection, access to other services, etc.
5. Normal open hours' access

Community Outreach / Meeting Rooms:

1. No outreach programs, including organizational/school visits, home delivery, and no meeting room reservations
2. Limited home delivery and programs offered at alternate locations such as Farmer's Markets as guidelines and social distancing allow
3. Allowance of limited gatherings according to social distancing requirements (Gatherings of 10 or less allowed)
4. All of the above and restricted meeting room usage (Gatherings of 50 or less allowed)
5. Return to normal service

General Information:

All use of library meeting spaces by the public is cancelled until further notice. Staff and Board will make decisions regarding opening up these spaces as restrictions are eased. This may be after restrictions regarding gatherings have been lifted as all library meeting spaces have been repurposed for office spaces, laptop and WiFi use, storage of furnishings, or quarantining of materials as they are returned.

All in-library programming through November 30 have been cancelled and will be replaced with virtual programming where possible. The decision for December programming will be made by November 15, and so forth.

Library programming and outreach activities scheduled to be held at community events or alternate locations will be offered as governmental restrictions and community safety allows.

The reading incentive portion of the Summer Library Programs for all ages will follow the normal schedule (June & July for children and teens; June, July & August for adults). There are options to participate remotely, via curbside service, and / or via physical use of the library based on levels of reopening.

Staged Reopening Plan:

Stage 0: Library closed. Staff working remotely, where applicable. All services are Tier 1.

Stage 1: Library closed to the public but staff allowed to work onsite and provide curbside service as long as following guidelines for social distancing, group size, safe hygiene, etc.

1. Staff

- a. Minimum of 2 staff working at all times.
- b. No more than 4 people on the floor at one time (less is better)
- c. Additional staff allowed in work only and office spaces / working on projects as long as social distance can be maintained
- d. Must maintain social distance of 6 feet at all times
- e. Must wash or sanitize hands between contacts with materials for different patrons, or changing duties
- f. Must sanitize work area when leaving for another task or for the day
- g. Masks must be worn when opening books for any purpose (check in, repairs, processing, etc.) unless are able to quarantine materials after handling. The length of the quarantine will be determined by the most current reputable recommendations and studies available.
- h. Staff who are exposed to Covid-19 are expected to notify the library director as soon as they are aware of the exposure and should follow the most current CDC guidelines regarding *Public Health Guidance for Community-Related Exposure*. They are required to be tested ASAP if they worked during any time from exposure to notification and will not be allowed back to work onsite until the quarantine period recommended by the CDC guidelines has passed (currently 14 days from exposure). They are also encouraged to be tested on day 14 to insure they are Covid free before returning to work.
- i. Staff who are potentially exposed to Covid-19 through a co-worker will be notified ASAP and will not be allowed to work onsite/ are expected to self-quarantine until the test from the co-worker comes back negative.
- j. Staff who are diagnosed with Covid-19 are expected to follow CDC guidelines regarding self-quarantining and will be allowed back to work onsite based on the most current CDC guidelines regarding *Discontinuation of Isolation for Persons with Covid-19 Not in Healthcare Settings*. For those with symptoms this is currently at least 10 days since symptoms first appeared AND 72 hours fever free and improvement of symptoms. For those without symptoms, this is at least 10 days since the date of their first positive test OR two consecutive negative tests at least 24 hours apart.
- k. Staff who are not allowed to work onsite due to Covid-19 may work remotely if they have duties that lend themselves to remote work and such is approved by their supervisor. They may use any of their earned benefits (sick leave, vacation, etc.) and may be eligible for unemployment through the CARES Act. Staff should talk to their supervisor regarding city benefits

and contact Iowa Workforce Development or the City of Dyersville for information about unemployment.

1. If it is discovered that someone (staff or public) was in the library while positive for Covid-19, the library will follow guidance provided by the Dubuque County Public Health and / or Iowa Department of Public Health regarding closure, cleaning, testing, etc.
2. Work hours / service hours
 - a. Service hours are determined by staff available, public use of services, and work to be done
 - b. Typical Service hours are: Monday – Thursday 9 to 8; Friday and Saturday 9 to 5; Sunday – 1 to 4 pm Labor Day to Memorial Day - Closed Sundays in summer.
3. Services offered
 - a. Virtual Services – Tier 1
 - b. Circulation – Tier 2
 - Curbside Service hours: M-Th 9:30 am to 7 pm and Fri & Sat 9:30 am to 4 pm; Sunday closed.
 - c. Programming – Tier 2
 - d. Technology – Tier 2
 - e. In-Person – Tier 1
 - f. Outreach – Tier 1
4. Housekeeping & Logistics
 - a. Signage on doors, webpage, social media and phone indicating level of service and contact information
 - b. All shared spaces sanitized routinely
 - c. See Revised opening routine
 - d. See Revised closing routine
 - e. See Guidelines for Curbside Service
 - f. Janitorial services reduced to twice a week
 - g. Staff work spaces adjusted and staff relocated to ensure social distance
 - h. Markings on floor to identify minimum of six feet adjacent to work spaces
 - i. Hand sanitizer and cleaning supplies located at each workstation.

Stage 2: Restrictions reduced, allowing libraries to reopen to 50% capacity or more, with social distancing and / or gatherings of no more than 10. This level of service will only be offered if adequate supplies for disinfecting and sanitizing are available. Members of the public are expected to wash or sanitize their hands upon entering the library and encouraged / asked to wear a mask if they are able. Implemented: June 3, 2020. The JKPL will revert to Stage 0 or Stage 1 services upon learning that a Covid positive person was within the library premises while considered contagious, based on guidance provided by the Dubuque County Health Department. The decision to move to less restrictive stages will be made when it is considered safe to do so, following city, county, local and / or federal (CDC) guidelines.

1. Staff: All guidelines from Stage 1 with the following additions or adjustments:

- a. Must wear masks while on the floor or interacting with others – public or staff (can remove if working in office / staff work area alone but must wear for any public or staff interaction. Those working in office alone should shut door to reduce exposure). Masks may be provided by staff or library.
- b. Must wear masks when representing the library outside the building such as purchasing supplies or managing a pop-up library. Staff may be allowed to wear a face shield instead of a mask when presenting programs outside the library if visibility of the face is important for programming and social distancing and other safety measures are implemented.
- c. Must wash or sanitize hands when reporting to work, after returning from a break of any kind, between contacts with materials for different patrons, patrons, and / or changing duties.
- d. Gloves will be provided for those emptying the drop boxes, upon request. Gloves are single use and must be removed and disposed of properly after use. Preferred option is to wash hands thoroughly before and after emptying the items in the drop box.
- e. Must sanitize work area when leaving for another task or for the day

2. Work hours / service hours

- a. Typical service hours unless restricted by reduced staff availability. Adjustments to hours will be posted on social media, website, and facility door / signage as appropriate.

3. Services offered

- a. Virtual Services – Tier 2
- b. Circulation – Tier 3 & 4
 - Curbside and Appointment service hours: Monday thru Thursday – 9:30 am to 7:00 pm; Friday & Saturday – 9:30 am to 4:00 pm; Sunday – 1:30 to 3:30 pm
 - 30 or 60 minute (maximum) browsing appointments
 - 15 minute pick up / equipment use appointments
 - Maximum public capacity is 21 (see documentation)
 - Browsing appointments for no more than 10 individuals, may gradually increase as demand warrants and ability to maintain social distancing and capacity guidelines
 - Browsing appointments may include reading newspapers in the library as long as patrons are aware that newspapers cannot be sanitized so they are reading at their own risk
 - A maximum of six members of the public (unless they are all from the same household) will be allowed in the library for any purpose while Dubuque and / or Delaware Counties are considered Red Zones.
 - Appointments will be scheduled on the hour and half hour
 - Walk-up appointments allowed during scheduled in-building service hours if space is available
 - LIC will determine if additional patrons may be allowed in

- Visitors allowed in without an appointment may be limited to less time, depending on those having prescheduled appointments
 - Doors will remain locked
 - Staff will open for patron / family with appointment when they call that they have arrived or ring doorbell.
 - Public will enter through main doors and exit through Hoffman Room side door onto parking lot unless unable to manage steps
 - Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments
- c. Programming – Tier 2
- d. Technology (PAC and Laptops) – Tier 3
 - Same schedule for all appointments
 - 30 or 60 min appointments with exceptions for cause when using a laptop (i.e. taking a test that is scheduled for 2 hours); Exceptions will not be allowed when Dubuque and / or Delaware County are in a Red Zone.
 - Maximum capacity – 2 public access computers; 3 laptops
 - Maximum of 2 individuals will be allowed to work on a computer together
 - Computer users are included in capacity counts
 - Computer users are included in the maximum of 6 limit when Dubuque and / or Delaware Counties are in a Red Zone
 - Appointments will be scheduled on the hour and half hour
 - Walk-up appointments allowed during scheduled in-building service hours if space is available
 - LIC will determine if additional patrons may be allowed in
 - Visitors allowed in without an appointment may be limited to less time, depending on those having prescheduled appointments
 - Doors will remain locked
 - Computer stations will be disinfected between each use so 30 minutes must be scheduled between users to allow time for cleaning and drying.
 - Staff will open for patron with appointment when they contact staff that they have arrived
 - Public will enter through main doors and exit through Hoffman Room if they are able
 - Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments
- e. Technology (WiFi) – Tier 3
 - Same schedule for all appointments

- 30 or 60 minute appointments with exceptions for cause (i.e. taking a test that is scheduled for 2 hours); Exceptions will not be allowed when Dubuque and / or Delaware County are in a Red Zone.
 - Maximum capacity – 3 locations identified
 - Maximum of 1 person allowed for location with exceptions for cause (i.e. one person assisting user)
 - Locations for WiFi and Laptop users are very limited so appointments may not be available during all scheduled hours
 - WiFi users are included in the maximum of 6 limit when Dubuque and / or Delaware Counties are in a Red Zone
 - Appointments will be scheduled on the hour and half hour
 - Walk-up appointments allowed during scheduled in-building service hours if space is available
 - LIC will determine if additional patrons may be allowed in
 - Visitors allowed in without an appointment may be limited to less time, depending on those having prescheduled appointments
 - Doors will remain locked
 - Tables will be wiped down between appointments
 - Staff will open for patron with appointment when they contact staff that they have arrived
 - Public will enter through main doors and exit through Hoffman Room if they are able
 - Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments
- f. In-Person – Tier 3
 - Same schedule for all appointments
 - 15 min appointments for faxing, copying etc.
 - 15 min appointments for program logistics
 - 1 hour appointments for use of microfilm machine / genealogy room (when not in use by staff)
 - 1 hour appointments for those seeking study space. NOTE: This would be the same space allocated for WiFi and Laptop users so capacity is very limited
 - Offer other services as requested, if staff is available, following the 60 minute maximum for a library visit
 - Maximum capacity
 - Maximum of 2 people together at one time to use copier / printer / fax

- Maximum of 2 individuals will be allowed to use the microfilm machine / genealogy room together
 - Maximum of 1 person allowed for study appointments
 - Maximum of 1 family or similar group for Summer Library Program logistics.
 - Copier, study and program users are included in the maximum of 6 limit when Dubuque and / or Delaware Counties are in a Red Zone; Microfilm users are not as that space is not included in capacity calculations and has very limited access.
 - Appointments will be scheduled on the hour and half hour
 - Walk-up appointments allowed during scheduled in-building service hours if space is available
 - LIC will determine if additional patrons may be allowed in
 - Visitors allowed in without an appointment may be limited to less time, depending on those having prescheduled appointments
 - Doors will remain locked
 - Staff will open for patron with appointment when they contact staff that they have arrived
 - Public will enter through main doors and exit through Hoffman Room if they are able
 - Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments.
- g. Outreach – Tier 2
- No-contact home delivery to homebound may be offered
 - Programs at Farmer’s Markets and other outdoor venues will be held if allowed by State and Local guidelines
 - Presentations and / or programs at typical outreach locations such as Social Center will be offered if those venues are open, wanting programming and if programs can be offered while following guideline for group size and social distancing

4. Housekeeping and Logistics

- a. Signage on doors, webpage, social media and phone message indicating level of service and contact information
- b. All shared spaces sanitized routinely
- c. Sneeze guard provided at public access desk (circulation)
- d. Masks encouraged for all visitors
- e. See Revised opening routine
- f. See Revised closing routine
- g. See Guidelines for Curbside Service
- h. Toilets open to the public with appropriate signage
 - Use with caution / cleaned once daily

- CDC signage about handwashing
- i. Hand sanitizer located in several places in the library
- j. Janitorial service daily
- k. Public access computers separated by at least 6 feet
- l. Staff work spaces adjusted and staff relocated to ensure social distance
- m. Markings on floor to identify minimum of six feet adjacent to work spaces
- n. Staff should sanitize hands before and after handling money
- o. Staff should wash or sanitize hands before and after touching any shared spaces or equipment such as the copier, fax machine, etc.
- p. Coverings that can be sprayed / wiped will be placed on all public or shared keyboards and mice
- q. All soft seating removed and / or moved with signage that it is not available for use
- r. All items that cannot be checked out will be removed
- s. Public seating provided in the library will be plastic / metal chairs from the Hoffman Room so they can be more readily sanitized. This includes seating for the public computers, WiFi and reading the newspapers. All other seating in the library is prohibited.

Stage 3: Restrictions reduced, allowing libraries to reopen to more capacity, with social distancing and / or small gatherings. This level of service will only be offered if adequate supplies for disinfecting and sanitizing are available. Anticipated implementation date: **After 14 days of no new cases in Dubuque and / or Delaware Counties.** The Board of Trustees of the JKPL will determine when / if returning to Stage 1 or 2 is needed at a future meeting.

1. Staff: All guidelines from Stage 2
2. Work hours / service hours
 - a. Typical service hours unless restricted by reduced staff availability. Adjustments to hours will be posted on social media, website, and facility door / signage as appropriate.
3. Services offered
 - a. Virtual Services – Tier 2
 - b. Circulation – Tier 3 & 5
 - Curbside service hours: Monday through Thursday – 9:30 am to 7:00 pm; Friday & Saturday – 9:30 am to 4:00 pm; Sunday – 1:30 to 3:30 pm
 - In Building service hours: Monday through Thursday – 9:30 am to 7:00 pm; Friday & Saturday – 9:30 am to 4:00 pm; Sunday – 1:30 to 3:30 pm
 - Allow visits of no more than 60 minute
 - Maximum public capacity is 21 (see documentation)
 - Control access so don't exceed maximum number of visitors to allow for social distancing and low-risk use
 - Appointments will be scheduled on the hour and half hour upon request

- Those that have appointments will included in capacity counts for determining when need to restrict access
 - Library is open to walk-in
 - Staff will count patrons as they arrive to keep number of visitors at or below capacity
 - Doors will be locked when / if capacity is reached
 - Visits should be limited to no more than 60 minutes
 - Doors will be unlocked as the default ; locked when capacity is reached
 - Visitors discovering a locked door may return later or ring doorbell to see how soon they might be able to enter
 - Public will enter through main doors and exit through Hoffman Room
 - Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments
- c. Programming – Tier 2 & 3
- Most programming will continue to be virtual or self-directed (Take and Make kits)
 - In person programs and gatherings of less than 10 may be allowed if social distancing can be implemented
 - Hybrid virtual program with a few people in person and the program recorded and shared virtually may be offered
- d. Technology (PAC and Laptops) – Tier 3 & 4
- In Building service hours: Monday through Thursday: 9:30 am to 7:00 pm; Friday & Saturday – 9:30 am to 4:00 pm; Sunday – 1:30 to 3:30 pm
 - Maximum of 60 minutes per appointment with exceptions for cause when using a laptop (i.e. taking a test that is scheduled for 2 hours)
 - Maximum capacity – 2 public access computers; 2 children’s computers; 3 laptops
 - Maximum of 2 individuals will be allowed to work on a computer together
 - Computer users are included in capacity counts
 - If demand for computers justifies, library will add plexiglass barriers at computer area so more PACs can be made available
 - Appointments will be scheduled on the hour and half hour upon request
 - Those that have appointments will be included in capacity counts for determining when need to restrict access
 - Library is open to walk-in

- Staff will count patrons as they arrive to keep number of visitors at or below capacity
 - Doors will be locked when / if capacity is reached
 - Visits should be limited to no more than 60 minutes
 - Doors will be unlocked as the default; locked when capacity is reached
 - Visitors discovering a locked door may return later or ring doorbell to see how soon a computer might be available
 - Computer stations will be disinfected between each use so 30 minutes must be scheduled between users to allow time for cleaning and drying.
 - Public will enter through main doors and exit through Hoffman Room
 - Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments
- e. Technology (WiFi) – Tier 3 & 4
- In Building service hours: Monday through Thursday: 9:30 am to 7:00 pm; Friday & Saturday – 9:30 am to 4:00 pm; Sunday – 1:30 to 3:30 pm
 - Maximum of 60 minutes per visit with exceptions for cause when using a laptop (i.e. taking a test that is scheduled for 2 hours)
 - Maximum capacity – 3 locations identified
 - Maximum of 1 person allowed per location with exceptions for cause (i.e. one person assisting user)
 - Locations for WiFi and Laptop users are very limited so use / appointments may not be available during all scheduled hours
 - Users must be included in capacity counts
 - Appointments will be scheduled on the hour and half hour upon request
 - Those that have appointments will included in capacity counts for determining when need to restrict access
 - Library is open to walk-in
 - Staff will count patrons as they arrive to keep number of visitors at or below capacity
 - Doors will be locked when / if capacity is reached
 - Visits should be limited to no more than 60 minutes
 - Doors will be unlocked as the default; locked when capacity is reached
 - Visitors discovering a locked door may return later or ring doorbell to see how soon a computer might be available

- Tables will be wiped down between appointments / uses
- Public will enter through main doors and exit through Hoffman Room
- Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments

f. In-Person – Tier 4

- In Building service hours: Monday through Thursday: 9:30 am to 7:00 pm; Friday & Saturday – 9:30 am to 4:00 pm; Sunday – 1:30 to 3:30 pm
 - Maximum of 60 minutes per visit with exceptions for cause
 - 1 hour appointments / access for use of microfilm machine / genealogy room (when not in use by staff)
 - 1 hour appointments / access for those seeking study space. NOTE: This would be the same space allocated for WiFi and Laptop users so capacity is very limited
 - Offer other services as requested and staff is available for no more than 60 minutes.
 - Items that are low risk or can be sanitized and / or quarantined may be available for use (Creation station, Train table, puppets, etc.)
 - Limited table space and seating provided
- Maximum capacity
 - Maximum of 2 people together at one time to use copier / printer / fax
 - Maximum of 2 individuals will be allowed to use the microfilm machine / genealogy room together
 - Maximum of 1 person allowed for study appointments
 - Maximum of 1 family or similar group for Summer Library Program logistics.
 - Copier, study and SLP users must be included in capacity counts; Microfilm users do not as that space is not included in capacity calculations and has very limited access.
- Appointments will be scheduled on the hour and half hour upon request
 - Those that have appointments will included in capacity counts for determining when need to restrict access
- Library is open to walk-in
 - Staff will count patrons as they arrive to keep number of visitors at or below capacity
 - Doors will be locked when / if capacity is reached
 - Visits should be limited to no more than 60 minutes

- Doors will be unlocked as the default ; locked when capacity is reached
- Visitors discovering a locked door may return later or ring doorbell to see how soon a computer might be available
- Public will enter through main doors and exit through Hoffman Room
- Patrons will be expected to follow these guidelines along with the Conduct in the Library Policy. Those violating these guidelines may not be allowed future appointments.

g. Outreach – Tier 2 & 3

- No-contact home delivery to homebound may be offered
- Programs at Farmer’s Markets and other outdoor venues will be held if allowed by State and Local guidelines
- Presentations and / or programs at typical outreach locations such as Social Center or schools will be offered if those venues are open, wanting programming and if programs can be offered while following guideline for group size and social distancing.
- Use of meeting spaces will be allowed when / if space is available
 - Availability of spaces is limited
 - Hoffman Room is not available as it is being used for storage of quarantined materials and furnishings
 - Program (game) room is available limited hours as is a designated staff work space
 - Genealogy room is available limited hours as is a designated staff work space
 - Study room is available but is also a location for laptop and Wi-Fi access

4. Housekeeping and Logistics

- a. Signage on doors, webpage, social media and phone message indicating level of service and contact information
- b. All shared spaces sanitized routinely
- c. Sneeze guard provided at public access desk (circulation)
- d. Masks encouraged for all visitors
- e. See Revised opening routine
- f. See Revised closing routine
- g. See Guidelines for Curbside Service
- h. Toilets open to the public with appropriate signage
 - Use with caution / cleaned once daily
 - CDC signage about handwashing
- i. Hand sanitizer located in several places in the library
- j. Janitorial service daily
- k. Public access computers separated by at least 6 feet or by plexiglass barrier
- l. Staff work spaces adjusted and staff relocated to ensure social distance

- m. Markings on floor to identify minimum of six feet adjacent to work spaces
- n. Staff should sanitize hands before and after handling money
- o. Staff should wash or sanitize hands before and after touching any shared spaces or equipment such as the copier, fax machine, etc.
- p. Coverings that can be sprayed / wiped will be placed on all public or shared keyboards and mice
- q. Minimal seating provided.
- r. Limited access to the Creation Station and other in- library activities may be offered
- s. All public seating provided in the library will be plastic / metal chairs from the Hoffman Room so they can be more readily sanitized.

Stage 4: Restrictions reduced, allowing libraries to reopen to more capacity, with social distancing and / or gatherings of no more than 50. This level of service will only be offered if adequate supplies for disinfecting and sanitizing are available. Anticipated implementation date: Dependent upon State and Local guidelines as well as data showing reduced risk for infection.

Stage 5: Return to normal services when CDC is no longer recommending social distancing and / or the wearing of masks.

At the June 9, 2020 Board Meeting the Board determined that the soonest Stage 3 would be implemented would be following 14 consecutive dates of no new cases of Covid-19 in Dubuque and Delaware County. They further discussed the possibility of reverting back to more restricted services if cases in either of the two counties escalated.

Implemented March 2020
Approved May 19, 2020
Updated & Revised / Approved June 9, 2020
Updated & Revised / Approved July 14, 2020
Updated & Revised / Approved August 11, 2020

Imagine 2030 Ideas

More parking in the downtown area

A bigger kitchen area in the library!

A community arts center - perhaps combine with library?

Continued pedestrian friendly walking trails/sidewalks

Alzheimer/memory care facility

Providing more parking for the residents of the downtown area via some type of structure. With the increase in population of the downtown area, this problem is going to just get worse than it was without the increase. I think this would also lessen the pressure on the library parking lot use by main street residents. This would also encourage people to find a ride home instead of driving under the influence since cars are not allowed on main street during the wintertime of the nearby drinking establishments.

Food Scrap Recycling program. Dubuque has one and it looks awesome!
cityofdubuque.org/483/Food-Scrap-Recycling

1st Ave storefront face lifts.

Help local businesses become more accessible to those with disabilities

Community Garden (Library could partner for programming?)

“America’s Star Libraries: The LJ Index of Public Library Service 2020”

At the City budget work session in February, Mayor Heavens asked about the library ratings that we have shared in the past. Following that meeting, I went online and discovered that *Library Journal* did report “America’s Star Libraries: The LJ Index of Public Library Service 2020” in their December 21, 2020 issue. This was the 13th year of the LJ Index and the scores and ratings are based on FY18 data from the Institute of Museum and Library Services Public Library Survey. This year, seven measures were used to determine the index standing: physical circulation, circulation of electronic materials, electronic information retrievals, library visits, program attendance, public internet computer use, and WiFi use.

Libraries in this Index are separated by operating budget. In FY18, the JKPL reported an operating budget of \$418,324 so was compared to public libraries nationally with budgets ranging from \$400,000 to \$999,999. Of the 1,113 libraries in the category, the JKPL was number 35. We were not a “star” library because the index only lists the top 30, but 35 out of 1,113 is something to be proud of. The JKPL score was 1,689, which is the highest score for an Iowa library in this category.

In the 2019 report, we received a total score of 1566.

Please let me know if you have questions or would like additional details. If you would like to access more information directly, the article and data can be found online at: <https://www.libraryjournal.com/?page=americas-star-libraries-2020>

Notes from the March 3, 2021 Zoom meeting of the Fundraising Committee:

The fundraising committee of the James Kennedy Public Library met via Zoom at 6:30 pm on Wednesday, February 3, 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.

Love My Library Giving Tree: This event officially ran from January 14 to February 28. As of today, cash donations of \$4,101 have been received as have some in-kind donations such a craft supplies and chairs for the teen space.

Build-a-Basket Fundraiser: The silent auction part of this fundraiser runs from March 1 to 28th, with the auction ending promptly at 3:00 pm. As of the meeting, 24 baskets have been received and are reading for bidding. Shirley estimates another 5 to 10 baskets should go out within the next several days. Participants may bid on baskets in person by making an appointment to come in, or virtually by calling, emailing, or messaging the library.

Wine and Beer Tasting: This event is normally scheduled during National Library Week in April but due to the crowding that usually occurs the committee does not believe it is safe to hold this spring. Shirley will reach out to Becca (owner of Brew and Brew) to see her thoughts about scheduling a fall event.

Library or Dyersville brew: The committee has discussed partnering with NuYou, Vibe, Textile Brewing, etc. to create and sell library themed beverages. After discussion, the committee decided to wait until people feel comfortable going into businesses regularly before reaching out about any potential partnerships. They also thought to reach out to Textile Brewing once the Wine and Beer Tasting is in the works as that might be a good tie in that would be beneficial to all.

Yard Sign Sales: This fundraiser normally takes place during April and May – in celebration and support of National Library Week. Again this year, signs will be available for a donation rather than a set sale amount. The committee also talked about giving any remaining signs to individuals and businesses who have supported the library fundraising efforts. The committee will discuss this possibility again when we know how many signs might be available.

Plant Sale Fundraiser: As this event is held outdoors, the committee felt it would be reasonable to plan it for this spring. As in the past, Shirley will contact the city and ask for permission to close the half of the city / library parking lot that is closest to the street on Saturday, May 15. Plants will be set out on tables or a flatbed with signs regarding maintaining social distance, respecting others, etc. Members of the community are encouraged to donate plants of all kinds, including landscaping, flowers, vegetables, and houseplants. More details will be decided at the April committee meeting.

Fundraisers at the Downtown Friday Night and / or Downtown Market community events: In 2019, the fundraising committee sold freezer pops at the Downtown Friday Night events as a fundraiser. Due to the pandemic, these fundraising efforts were not offered in 2020. The committee discussed whether it would be safe and profitable to offer some know of product for sale at the 2021 summer events.

Ideas included selling ice cream sandwiches or bringing in the Dairy Barn. The committee made no decisions but will discuss this idea again at the next meeting.

Outdoor / STEAM event partnerships: Once the weather is nice, the committee will reach out to Dairy Queen and other potential venues about partnering for a fundraising event.

Mystery Dinner: The committee directed Shirley to contact the Die Laughing Mystery Troupe, J & D Catering, and the Social Center to schedule a dinner / fundraiser in February 2022.

Pie Tasting event: The committee talked about Ray's idea of a pie tasting event of some kind in the fall. They aren't sure exactly how this would work as there are no local orchards and we aren't clear on how money would be raised, but we will keep this on the agenda to gather more information and make a decision later in the summer.

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

Anything Else: Catherine noted that the Quik'N Handi store on 136 has a box out to collect donations for the local library. Shirley had mentioned at a previous meeting a call from their manager in response to the Love My Library campaign letter where they had indicated an interest in doing something to support the library so perhaps the JKPL will be receiving a donation from them.

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

JAMES KENNEDY PUBLIC LIBRARY MONTHLY REPORT

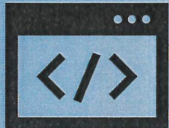
Librarian's report to the Board of Trustees

Month: February-21
 YTD: July-20 to February-21
 Previous YTD: July-19 to February-20

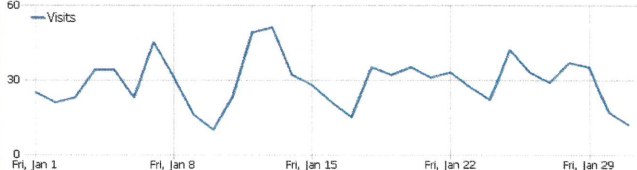
	Library visits	Items loaned	Library cards issued
Month	466 (↑ 1.3%)	4830 (↑ 7.1%)	9 (↓ 25%)
YTD	8664 (↓ 84.6%)	42302 (↓ 39.7%)	49 (↓ 62.9%)

* Month comparison is to prior month; YTD comparison is to previous year to date


Website traffic



Visits	Average visit duration
759	0:02:09




Computer use




Month	Hours		Month	Sessions	
	YTD	Prev. YTD		YTD	Prev. YTD
31	440	3175	120	661	4895

Wifi use



Month	Sessions		Visits		Unique visitors
	YTD	Month	YTD		
63	2598	55	1691	13	

Meeting room use

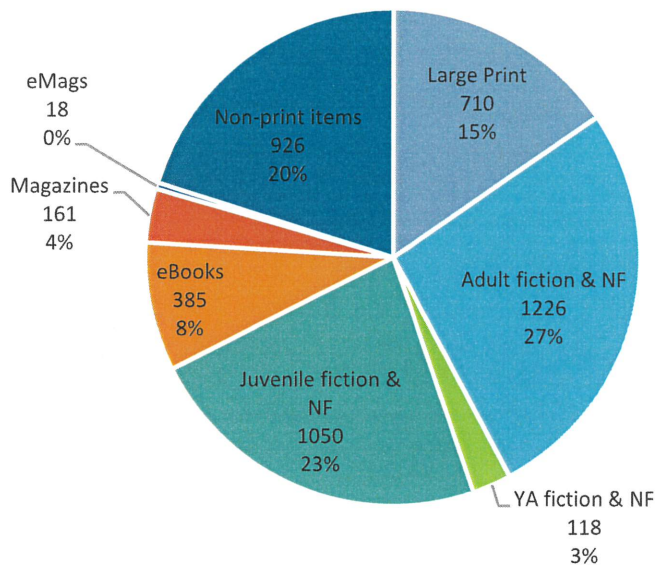


Month	YTD	Prev. YTD
0	0	0

(no meeting space available)

Circulation

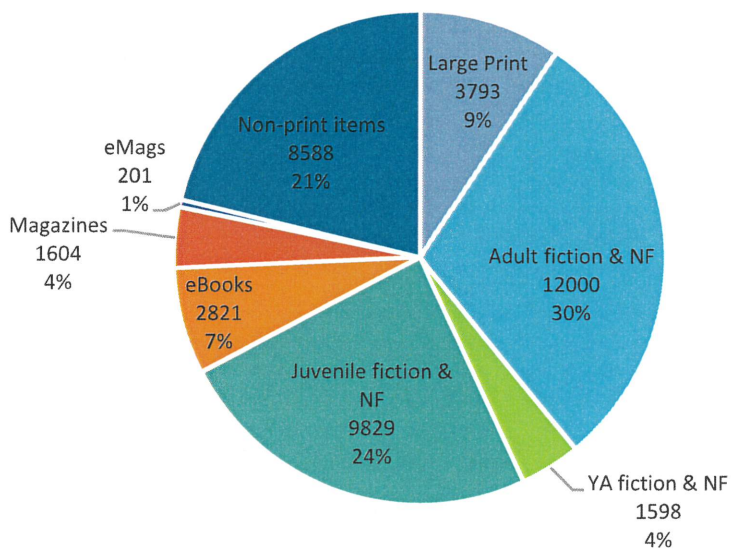
Circulation: Month



Downloads: 6
Streams: 0
Videos: 0
Total YTD: 605

Videos: 1
YTD: 12

Circulation: YTD



Sessions: 24
YTD: 306

Videos: 74
YTD: 655

Non-print items	Month	YTD
eAudio	236	1868
Adult & YA audio	85	723
Juvenile audio & kits	8	135
Adult & YA video	445	4718
Juvenile video & DVD	252	1888
	136	1124

Collection

Items purchased

Month: 164
YTD: 1734

Items donated

Month: 52
YTD: 309
Prev. YTD: 354

Items withdrawn

Books

Month: 50
YTD: 2732



Other (YTD)

SCDs: 1
DVDs: 8
Kits: 5
Games: 52

Summary of additions

	Large print	Adult fiction	Adult & YA NF	YA fiction	Juvenile fiction	Juvenile NF	eBook & eAudio	Adult & YA audio	Juvenile audio	Adult & YA video	Juvenile video	CDs, games, misc.	Total
Current month	19	72	25	7	15	0	12	13	0	30	8	15	216
Previous month	12	33	21	13	35	19	18	8	1	22	2	3	187
Current YTD	127	716	210	166	385	127	107	82	10	223	48	58	2259
Previous YTD	148	568	214	191	508	93	33	69	4	69	60	115	2232

Programming

Program				Prep time (hrs)	Kits
	Views	Engagements	Views		
Learn to Play: Stringamajig (F)	41	2	1	0.5	
World Read Aloud Day (F)	71	22	8	2.5	
Heart Peacock craft	12	1	0	3	
STEAM Fun Origami hearts	21	2	3	3	
Fraturdays Baking soda & vinegar balloon	20	7	3	3	
Pom Pom drop	7	1	1	2.5	
Upcycled Valentine's Day Cards (F)	21	2	3	2.5	13
Valentine's Day Love Stories (A)	42	31	1	3 (+ 2 vol)	
Learn to Play: Superfight (F)	11	1	1	0.5	
Virtual Pet Parade (F)	42	19	12	3	
Ready, Set, Grow Make your own Seed Tape	26	24	10	18 (+2 vol)	100
(A) Renewing your Cutting Edge	10	0	2	0.5 (+2 vol)	
Engineers' Week Challenge (C)	31	8	5	3 (+ 2 vol)	20
National Fairy Tale Day: The Frog Prince (C)	12	1	2	2.5	10
Black History Month Activity (C)	5	1	1	5.75	9
Teen Craft: Among Us crewman keychain (YA)	10	2	12	2.5	20
Creation Station: Love Bug craft	16	2	2	4.5	65
Adult Crafternoon: Hygge - Self-Care (A)	28	6	8	2	46
Carryover January programs	50	14	43		

Zoom programs		
Program	Attendance	Prep time (hours)
Story time	Sharks	9
	Elephants	28
	Penguins	20
Out-Reads	76	4
Sit & Stitch	18	4
Books for Lunch	9	0.5 (+1 vol)
A Novel	4	2.5
Movie Night: <i>Four Lions</i>	3	2.5
JKPL Writing group	3	1.5
Final Tech Friday	1	0.5
Third Thursday	Lincoln, Race, and Self Government	1
	Behind the Scenes at Firing Line	0
Let's Talk: Best books of 2020	0	0.5

Discord virtual game nights		
Program	Attendance	Prep time (hours)
Dungeons & Dragons	8	2.25
Secret Hitler!	5	1.5
Among Us	10	2.5

Virtual/Sharing/Passive programs		
Program	Attendance	Prep time (hours)
Get Puzzled	1	0.25
Coloring, Creating, & Doing	42	2
Building Creativity (Lego© program)	1	0.25
Strength Training for Older Adults	20	0
Play-Doh Challenge	1	0.25
National Library Lovers' Month	286	4

Notes from Finance Committee Meeting – Wednesday, March 3, 2021

The committee meeting was called to order at 5:00 pm by Chair Angela English. In attendance were Angela English, Ray Kruse, Catherine O’Hea, Mary Radloff, and Shirley Vonderhaar. The reason for this meeting was to discuss the FY22 Library Operating Budget.

Angela talked about the City of Dyersville Budget Work session held on February 15, 2021, where she presented the FY22 JKPL Budget request. At that meeting, we learned that the city was looking at a 1.5% COLA increase for city staff (instead of the 2% we had budgeted), a 9.4% group health insurance increase (instead of the 5% we had budgeted) – with 10% of the total cost for insurance being changed to the employee, and a potential flat budget for the library. By the end of that work session, the City was suggesting a total FY22 Budget Appropriation for the library of \$458,000 – significantly less the requested \$469,114.

Angela, on behalf of the Executive Committee, reached out to the library liaisons, Tom Westhoff and Jim Gibbs, to discuss the impact of this budget reduction and options, including the idea of the Council allocating the full amount requested and the library leaving unspent funds from the FY21 budget year to offset the difference between what we need to maintain the current level of services and the amount the Council felt was available. Following this intervention, the Council decided to recommend a JKPL appropriation for FY22 of \$462,000 with the understanding that if there was money left in the FY21 library budget, the Council would look favorably on a budget amendment request in FY22 to reach the amount the Library Board estimates is necessary to maintain library services.

Shirley shared a revised FY22 Budget Proposal Spreadsheet that included an FY21 Revised Re-estimate, and FY22 Updated Budget Proposal that incorporated the 1.5% COLA and new information about group health insurance. This revised budget indicated that \$467,179 would be needed for FY22 to maintain the current levels of service. This is \$5,179 less than is expected to be appropriated by the Council.

The Executive Committee discussed two options for addressing this budget shortfall. For FY21, we are looking to potentially underspend the budget due to underspending in the personnel area due to the pandemic, and in the contracts area as the ILS came in under budget. These funds could be used to address the FY22 shortfall by either spending ahead (so reducing the need to purchase some things in FY22) or by requesting a budget amendment in FY22 and documenting that funds were left in FY21 to make up the difference. The Finance committee felt it would be most appropriate to spend in FY21 for things needed in FY21 and to request the budget amendment in FY22 for FY22 needs.

The final column of the attached budget spreadsheet shows a FY22 Revised Proposal with a total asking of \$462,000. The budget proposal is reduced in personnel wages by \$4475, with the benefits dropping as a result, and a small adjustment in the group health insurance line to get to the \$462,000 total.

The recommendation of the Finance Committee is to propose this as the FY22 Library Budget to the City Council and then, after FY21 ends, to request a budget amendment for personnel and / or other specific needs to get the total allocation up to where it needs to be to maintain services.

13-B

James Kennedy Public Library FY22 Budget Proposal							
	FY21 Approved	6 months expended	FY21 Reestimate	FY21 Revised est.	Original FY22 Proposal	FY22 Updated	FY22 Rev. Prop
ESTIMATED REVENUES:							
Dubuque County Library Agency	\$ 5,000.00	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Fees from copier, R/P, etc.	\$ 5,000.00	\$ 1,180.92	\$ 2,500.00	\$ 2,100.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Open Access	\$ 10,600.00	\$ 11,671.80	\$ 11,671.80	\$ 11,671.80	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00
Access Plus / ILL	\$ 400.00	\$ 323.24	\$ 323.24	\$ 323.24	\$ 350.00	\$ 350.00	\$ 350.00
Direct State Aid	\$ 2,000.00	\$ 1,998.08	\$ 1,998.08	\$ 1,998.08	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
TOTAL:	\$ 23,000.00	\$ 15,174.04	\$ 22,493.12	\$ 22,093.12	\$ 24,950.00	\$ 24,950.00	\$ 24,950.00
				\$ (906.88)			
ESTIMATED EXPENDITURES:							
PERSONAL SERVICES							
Wages	\$ 244,711.00	\$ 117,823.61	\$ 244,711.00	\$ 237,500.00	\$ 252,145.00	\$ 250,930.00	\$ 246,455.00
FICA	\$ 15,172.00	\$ 7,111.73	\$ 15,172.00	\$ 14,725.00	\$ 15,633.00	\$ 15,558.00	\$ 15,280.00
Medicare	\$ 3,548.00	\$ 1,663.06	\$ 3,548.00	\$ 3,443.75	\$ 3,656.00	\$ 3,638.00	\$ 3,574.00
IPERS	\$ 23,101.00	\$ 11,122.51	\$ 23,101.00	\$ 22,420.00	\$ 23,803.00	\$ 23,688.00	\$ 23,265.00
SUI	\$ 194.00	\$ 126.33	\$ 194.00	\$ 316.32	\$ 197.00	\$ 197.00	\$ 250.00
Group Insurance	\$ 41,800.00	\$ 22,673.70	\$ 41,800.00	\$ 46,219.98	\$ 46,900.00	\$ 47,838.00	\$ 47,846.00
Meetings and training	\$ 2,500.00	\$ 369.00	\$ 2,500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Dues and memberships	\$ 750.00	\$ 329.00	\$ 750.00	\$ 875.00	\$ 750.00	\$ 750.00	\$ 750.00
TOTAL:	\$ 331,776.00	\$ 161,218.94	\$ 331,776.00	\$ 326,000.05	\$ 345,584.00	\$ 344,349.00	\$ 339,170.00
				\$ (5,775.95)			
CONTRACTUAL SERVICES:							
Utilities (telephone)	\$ 700.00	\$ 581.60	\$ 700.00	\$ 806.77	\$ 700.00	\$ -	\$ -
Electricity	\$ 14,000.00	\$ 6,550.70	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00
Gas / Heat	\$ 2,500.00	\$ 529.05	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Insurance (bldg)	\$ 6,500.00	\$ 124.00	\$ 6,500.00	\$ 6,500.00	\$ 6,800.00	\$ 6,800.00	\$ 6,800.00
Legal Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Custodial services	\$ 8,000.00	\$ 3,750.00	\$ 7,200.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Window cleaning	\$ 300.00	\$ -	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
Service / Maintenance Contracts	\$ 9,500.00	\$ 880.90	\$ 7,100.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
TOTAL:	\$ 41,500.00	\$ 12,416.25	\$ 38,300.00	\$ 39,606.77	\$ 39,800.00	\$ 39,100.00	\$ 39,100.00
				\$ (1,893.23)			
SUPPLIES:							
General library supplies	\$ 10,000.00	\$ 3,566.90	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Program fees & supplies	\$ 2,500.00	\$ 504.11	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Marketing & advertising	\$ 1,500.00	\$ 532.74	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Maintenance and Repairs	\$ 7,000.00	\$ 1,466.97	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
TOTAL	\$ 21,000.00	\$ 6,070.72	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00
				\$ -			
BOOKS AND MATERIALS							
Adult fiction	\$ 8,000.00	\$ 5,384.23	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Adult nonfiction	\$ 5,000.00	\$ 3,195.13	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
YA fiction	\$ 2,000.00	\$ 2,198.20	\$ 2,000.00	\$ 2,300.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
YA nonfiction	\$ 800.00	\$ 209.24	\$ 800.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Juvenile fiction	\$ 8,500.00	\$ 4,042.70	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
Juvenile nonfiction	\$ 4,000.00	\$ 837.23	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Large Print	\$ 3,500.00	\$ 2,352.21	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Electronic media (ebooks, etc.)	\$ 6,000.00	\$ 2,101.87	\$ 6,000.00	\$ 7,000.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
Reference & electronic databases	\$ 5,000.00	\$ 4,764.61	\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00
Periodicals and newspapers	\$ 4,500.00	\$ 835.32	\$ 4,500.00	\$ 3,500.00	\$ 4,530.00	\$ 4,530.00	\$ 4,530.00
Audiobooks (CD, playaway)	\$ 4,200.00	\$ 1,165.78	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
Software & Gaming	\$ 2,000.00	\$ 594.97	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
DVDs	\$ 6,500.00	\$ 1,987.48	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
Creation Station & LoT	\$ 1,500.00	\$ 74.94	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
TOTAL:	\$ 61,500.00	\$ 29,743.91	\$ 61,500.00	\$ 61,500.00	\$ 62,730.00	\$ 62,730.00	\$ 62,730.00
				\$ -			
TOTAL EXPENDITURES:	\$ 455,776.00	\$ 209,449.82	\$ 452,576.00	\$ 448,106.82	\$ 469,114.00	\$ 467,179.00	\$ 462,000.00
TOTAL REVENUES:	\$ 23,000.00	\$ 15,174.04	\$ 22,493.12	\$ 22,093.12	\$ 24,950.00	\$ 24,950.00	\$ 24,950.00
ACTUAL ASKING	\$ 432,776.00	\$ 194,275.78	\$ 430,082.88	\$ 426,013.70	\$ 444,164.00	\$ 442,229.00	\$ 437,050.00
				\$ (6,762.30)			
Capital Improvement	\$ 28,000.00	\$ -	\$ 28,000.00	\$ 28,000.00	???		
Total Expenditures	\$ 483,776.00	\$ 209,449.82					